

## SELECT BOARD MEETING

Monday, March 30, 2026

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/83554172308>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 835 5417 2308

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. Swearing In: Police Chief McCain – Andie Kohler, Town Clerk
3. Bid Opening – Groundwater Supply Improvements
4. Public Comment
5. Approval of Minutes
  - a. Special Meeting: March 11, 2026
  - b. Regular Meeting: March 16, 2026
  - c. Special Meeting: March 19, 2026
6. Appointments/Resignations
7. Discussion/Action Items
  - a. Requests for Future Public Hearings - Melissa Roy, Interim Town Manager and Stephen Cronin, Public Works Director
  - b. Town Manager Search Update – Melissa Roy, Interim Town Manager
  - c. Planning and Conservation & Sustainability Department Grant Update - Dave Sharples, Planning Director & Kristen Murphy, Conservation & Sustainability Planner
  - d. Investment Policy Review – Corey Stevens, Finance Director
8. Tax Abatements, Veterans Credits & Exemptions
9. Permits & Approvals
  - a. Seacoast Eat Local – Melissa Roy, Interim Town Manager and Greg Bisson, Parks & Recreation Director
  - b. Parks Improvement Fund – Spray Pad Surfacing – Greg Bisson, Parks & Recreation Director
  - c. Land and Water Conservation Fund Grant – Greg Bisson, Parks & Recreation Director
10. Town Manager's Report
11. Select Board Committee Report
12. Correspondence

13. Review Board Calendar
14. Non-Public Session
15. Adjournment

Niko Papakonstantis, Chair  
Select Board

Posted 3/27/26 Town Office, Town Website

Persons with a disabling condition may request accommodations in order to attend this meeting. Requests should be made with 72 hours notice.

AGENDA SUBJECT TO CHANGE

## Swearing In

**Bid Opening**

**A-1.1**  
**Advertisement for Bids**

Owner Name:	Town of Exeter	Project Number:	
Project Address:	10 Front Street	Exeter	NH 03833

Separate sealed BIDS for the construction of: **Groundwater Supply Improvements** will be received by **Town of Exeter** at the **Town Manager's Office, Exeter Town Office, 10 Front Street until 2:00 P.M.** Local Time on **March 30, 2026** and then at said office publicly opened and read aloud at **7:00 PM** (Local Time) on **March 30, 2026** at the **Exeter Town Office, 10 Front Street.**

1. Completion time for the project will be calculated as calendar days from the date specified in the "Notice to Proceed" as follows:
  - Calendar days for substantial completion: 300
  - Calendar days for final completion: 360

If Add Alt 1 is accepted, the completion time shall increase as follows:

  - Calendar days for substantial completion: 360
  - Calendar days for final completion: 420

Liquidated damages will be in the amount of **\$1000**, for each calendar day of delay from the date established for substantial completion, and **\$500** for each calendar day of delay from the date established for final completion.
2. Each General Bid shall be accompanied by a Bid Security in the amount of 5% of the Total Bid Price.
3. The successful Bidder must furnish 100% Performance and Payment Bonds and will be required to execute the Contract Agreement within 10 days following notification of the acceptance of their Bid.
4. No Bidder may withdraw a Bid within 60 days after the actual date of opening thereof.
5. There will be a **non-mandatory pre-bid meeting** for all prospective bidders held at the:
  - Exeter Office of Public Works
  - 13 Newfields Road
  - Exeter, New Hampshire
  - On **March 5, 2026** at **11 A.M.**
6. Questions regarding the Bid Documents can be directed to Thomas Page, Underwood Engineers, Inc., by phone (603) 436-6192 or by email, [tpage@underwoodengineers.com](mailto:tpage@underwoodengineers.com). Questions must be received by 7 days prior to the Bid opening.
7. The **Contract Documents** may be examined at the following locations:
  - Underwood Engineers, Inc., 25 Vaughan Mall, Portsmouth, New Hampshire 03801-4012
  - Office of Underwood Engineers, Inc. – 99 North State Street, Concord, NH 03301
  - Exeter Office of Public Works – 13 Newfields Road, Exeter, NH 03833
  - Dodge Construction Network – 34 Crosby Drive, Suite 202, Bedford, MA 01730
  - Office of Construction Summary of NH – 734 Chestnut St., Manchester, NH 03104
  - Office of Associated General Contractors of NH – 48 Grandview Road, Bow, NH 03304

Electronic Copies of the Contract Documents (Plans, Specifications, and Addenda) may be obtained from Underwood Engineers, Inc., 25 Vaughan Mall, Portsmouth, New Hampshire 03801-4012 by sending a request to [portsmouth@underwoodengineers.com](mailto:portsmouth@underwoodengineers.com) or by calling 603-436-6192. Partial sets will not be distributed. Paper copies of bidding documents will not be provided. Underwood Engineers will be maintaining a list of plan holders and Contractors must be on that list to be considered an eligible bidder.

**Public Comment**

## **Approval of Minutes**

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Select Board Meeting  
Monday March 11, 2026  
5:00 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Clerk Nancy Belanger, Dan Chartrand, Interim Town Manager Melissa Roy and Finance Director Corey Stevens were present at this meeting. Julie Gilman was present remotely via ZOOM. Vice Chair Molly Cowan will joined the meeting in non-public session. The meeting was called to order by Mr. Papakonstantis at 5:00 PM.

2. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A:3II (a). Mr Chartrand seconded. In a roll call vote, the motion passed 3-0. The meeting entered non-public session at 5:02 PM.

Vice Chair Molly Cowan joined the meeting.

Julie Gilman left the meeting at 5:30 PM.

**MOTION:** Ms. Belanger moved to exit non-public session at 6:50 PM. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Mr. Chartrand moved to seal the minutes until the matter is resolved. Ms. Belanger seconded. The motion passed 4-0.

3. Adjournment

**MOTION:** Mr. Papakonstantis moved to adjourn the Select Board meeting at 6:51 PM. Mr. Chartrand seconded. The motion passed 4-0.

Respectfully Submitted,  
Pam McElroy  
Senior Executive Assistant

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Select Board Meeting  
Monday March 16, 2026  
6:45 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Clerk Nancy Belanger, Julie Gilman, Dan Chartrand, and Interim Town Manager Melissa Roy were present at this meeting. Vice-Chair Molly Cowan was present remotely via Zoom. The meeting was called to order by Mr. Papakonstantis at 6:45 PM.

2. Board Interviews

- a. Elaine Hays for the Planning Board & Recreation Advisory Board

The Board reconvened in the Nowak Room at 7 PM.

3. Swear In Town Officers

- a. Town Moderator Kate Miller swore in Andrea Kohler as Town Clerk.  
b. Town Clerk Andrea Kohler swore in returning Board members Dan Chartrand and Nancy Belanger, as well as the new and returning Board, Committee, and Commission members.

4. Select Board Reorganization

**MOTION:** Ms. Belanger nominated Niko Papakonstantis as Chair. Mr. Chartrand seconded. In a roll call vote, the motion passed 5-0.

**MOTION:** Ms. Belanger nominated Molly Cowan as Vice-Chair. Mr. Chartrand seconded. In a roll call vote, the motion passed 5-0.

**MOTION:** Mr. Chartrand nominated Nancy Belanger as Clerk. Ms. Cowan seconded. In a roll call vote, the motion passed 5-0.

5. Public Comment

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

6. Proclamations/Recognitions

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

7. Approval of Minutes

- a. Regular Meeting: March 2, 2026

**MOTION:** Ms. Belanger made a motion to accept the March 2, 2026 meeting minutes as presented. Mr. Chartrand seconded. Ms. Cowan abstained. In a roll call vote, the motion passed 4-0.

45 Ms. Cowan left the meeting at this time.  
46  
47

48 8. Appointments

49 a. There were no appointments made.  
50

51 9. Discussion/Action Items

52 a. Public Hearing – Grant Acceptance – Street Tree Program – Kristen Murphy

53 Mr. Papakonstantis read the notice of the public hearing:

54 *Notice is hereby given that the Select Board of the Town of Exeter will hold a*  
55 *public hearing in the Nowak Room, 10 Front Street, Exeter beginning at 7:00 PM*  
56 *on the 16th day of March 2026, for the purpose of complying with the provisions*  
57 *of RSA 31:95-b,III(a) for the following: Acceptance of Piscataqua Regions*  
58 *Estuaries Partnership Climate Impact Grant in the amount of \$25,000 granted to*  
59 *the Exeter Planning Department to be used for a street tree planting program and*  
60 *associated outreach and education program.*

61  
62 **MOTION:** Ms. Belanger moved to open the public hearing. Mr. Chartrand seconded. The motion  
63 passed 4-0.

64  
65 Town Natural Resources Planner Kristen Murphy was present via Zoom  
66 to discuss this grant. Ms. Murphy said the purpose of the grant is to make  
67 significant contributions to mitigate urban heat. She applied for this grant to fund  
68 the planting of 28 street trees and install three educational kiosks and eight  
69 sidewalk placards. This will be known as the "Exeter Heat Relief Program," and  
70 will be a two-year project. We will be hosting community events as well.

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

72  
73 **MOTION:** Ms. Belanger moved to close the public hearing. Ms. Gilman seconded. The motion  
74 passed 4-0.

75 Mr. Papakonstantis asked for a list of all the grants that Kristen Murphy  
76 has pursued and received at a future meeting.

77  
78 **MOTION:** Ms. Belanger moved to accept the Piscataqua Regions Estuaries Partnership Climate  
79 Impact Grant in the amount of \$25,000 and to further authorize the Interim Town Manager, or  
80 their designee, to execute any and all related agreements for acceptance of this grant funding.  
81 Mr. Chartrand seconded. The motion passed 4-0.

82  
83 b. Public Hearing – Grant Acceptance – CLG Grant – Julie Gilman

84 Mr. Papakonstantis read the notice of the public hearing:

85 *Notice is hereby given that the Select Board of the Town of Exeter will hold a*  
86 *public hearing in the Nowak Room, 10 Front Street, Exeter beginning at 7:00 PM*  
87 *on the 16th day of March 2026, for the purpose of complying with the provisions*  
88 *of RSA 31:95-b,III(a) for the following: Acceptance of Department of Natural and*

89 *Cultural Resources, Division of Historical Resources Grant in the amount of*  
90 *\$25,000.*

91  
92 **MOTION:** Ms. Belanger moved to open the public hearing. Mr. Chartrand seconded. The motion  
93 passed 4-0.

94  
95 Ms. Gilman said we were also awarded this grant last year at \$20,000, to  
96 document the resources along the High Street historic district.

97 Mr. Papakonstantis asked for public comment, but there was none.  
98 **MOTION:** Ms. Belanger moved to close the public hearing, Mr. Chartrand seconded. The  
99 motion passed 4-0.

100  
101 Mr. Papakonstantis asked for a list of all the grants that Dave Sharples has  
102 gotten at a future meeting.

103 **MOTION:** Ms. Belanger moved to accept the Historical Resources grant from the Department of  
104 Natural and Cultural Resources in the amount of \$25,000, and to further authorize the Interim  
105 Town Manager, or their designee, to execute any and all related agreements for this grant. Ms.  
106 Gilman seconded. The motion passed 4-0.

107  
108 c. 2026 Election Results – Kate Miller, Moderator

109 Attorney Miller gave a summary of the election results. The total number  
110 of Town voters is now 12,510, with a few new registrations at the election. Voters  
111 were cooperative and in good humor. We had great volunteers and are looking  
112 for more. We were using a new accessible voting system for those who have  
113 difficulty reading or marking a ballot. There's a private booth with computer  
114 assistance to mark the ballot. We've been doing accessible voting for years, but  
115 this was new equipment. We had new ballot counting machines that took a little  
116 getting used to. They take a little more time to accept the ballots. They handled  
117 the write-in ballots well and had some nice breakdowns of different aspects of the  
118 ballots.

119 Mr. Chartrand asked if there were fewer people registering at this election  
120 than previously. Attorney Miller said there were 53 new voters at the election.  
121 The higher document requirement was for absentee ballots. Previously folks  
122 didn't have to prove their identity, they only had to sign the absentee ballot. New  
123 registrants have always had to show proof of citizenship, with a passport or birth  
124 certificate, as well as proof of domicile showing you reside in the town, and a  
125 photo ID. Mr. Chartrand asked if Phillips Exeter students can register. Attorney  
126 Miller said there are bills to limit the types of photo ID that show identity. In the  
127 past, any student ID with photos and birthdate were valid. Ms. Gilman said  
128 there's trying to disallow college ID cards and change the definition of domicile  
129 and residence.

130 Attorney Miller said in the next two elections, voters will need to choose a  
131 Democratic or Republican ballot, which will change their registration from  
132 "undeclared" to that party. They can change this back at the election after voting.

133 If the voter is already registered with a party, changes have to be made 10 days  
134 prior to the election.

135 Mr. Papakonstantis asked Attorney Miller to come back in August to walk  
136 people through the process.

137  
138 d. Pairpoint Park Resident Proposal – Keith Whitehouse

139 Mr. Chartrand recused himself from this discussion item.

140 Mr. Whitehouse said he was at Pairpoint Park today breaking up the  
141 snow. He talked to John Bell last Monday and he's on board if we decide to go  
142 forward. It means a lot to him to do everything he can to make this Town a better  
143 place. He wants people to get outside. He's not working against the Pairpoint  
144 Committee, which he is on, he's working for them. He wants to get this open to  
145 have fundraising on site. We should start on the design which we've spent so  
146 much time doing. We have \$18K on deposit and another \$11K in the mail. He's  
147 talked to 80-90 people. He sees a lot of opportunities if we can get this open  
148 before the 250th celebrations.

149 Mr. Papakonstantis said Mr. Whitehouse has brought attention to  
150 Pairpoint Park and helped with the fundraising. He agrees about having more  
151 access to public land.

152 Mr. Papakonstantis asked for public comment.

153 Amanda Kelly of 24 Prospect Street, who is a member of the Pairpoint  
154 Park Committee, said we're on track to fill the hole this fall if everything goes  
155 well. She applauds Mr. Whitehouse's evolution on this process and thinks this  
156 will be close to the plan that ends up happening. There was a discussion on June  
157 26 that the whole committee had, and 9 members recommended unanimously  
158 not to fill the hole until the Engineer recommends what fill to use. It's not prudent  
159 to move forward without the construction documents. We're really close with the  
160 fundraising for that piece. We're talking about the RFP for the construction  
161 documents. She'd prefer to focus on the action items they've laid out as a  
162 committee.

163 Mr. Whitehouse said there's nothing to disagree with there, but he's  
164 saying this can be done in two weeks by someone who is an Engineer. He won't  
165 take any of the money we've raised. He'd like to make some progress now.

166 Mr. Papakonstantis asked for further public comment, but there was  
167 none. He brought the discussion back to the Board.

168 Ms. Belanger said she admires Mr. Whitehouse coming back about this  
169 so many times, but she wants to follow the process we've put forward.

170 Mr. Sharples said there are concerns about what's out there, such as  
171 water mains or gas lines. We don't know what's underneath there because it was  
172 a burned building. He heard that the DPW stamped organic and burnt materials  
173 down into the site. To open to the public, it would need to be to code and  
174 accessible. Mr. Whitehouse said we would do that. Mr. Sharples said he has yet  
175 to see a plan for ADA accessibility. The slope is a 10% grade which is difficult to  
176 make safe. You need to have hardscape to have accessibility, not loam or stone

177 dust. Mr. Whitehouse said Amanda agreed to help him create ADA access. This  
178 would be a temporary thing to open our land to our public. He asked Mr.  
179 Sharples about his timeframe for the opening of the park. Mr. Sharples said he  
180 couldn't say. Mr. Papakonstantis said there's fundraising and grants to be done.  
181 It's premature to say when it could be open. Mr. Whitehouse said it could be a  
182 number of years.

183 Ms. Belanger suggested Founders Park could be used as an area for  
184 fundraising.

185 Mr. Sharples said he doesn't think there's any contamination on the site,  
186 but we don't know how the fill will settle. Right now it's very uneven in there. Mr.  
187 Whitehouse said he just wanted to get it open for the 250th anniversary.

188 Mr. Papakonstantis said Mr. Whitehouse has done a lot for this town so  
189 it's hard to juggle what he needs to do as part of the Board. Access to public land  
190 is important, but this is unlike any other conservation land. There are some  
191 issues here. It's not moving fast because it's one of many things that we have to  
192 deal with as a Town. The committee has done an incredible amount of work.  
193 They've already raised \$29,000, gotten public input, and come up with three  
194 designs. It's frustrating that it will take a long time, but we have to follow the  
195 process.

#### 196 197 10. Regular Business

##### 198 a. Tax Abatements, Veterans Credits and Exemptions

199 **MOTION:** Ms. Belanger moved to approve an abatement for 64-105-49 in the amount of  
200 \$4,444.00 for tax year 2025. Ms. Gilman seconded. The motion passed 4-0.

201  
202 **MOTION:** Ms. Belanger moved to approve an abatement for 110-2-4 in the amount of \$298.02  
203 for tax year 2024. Ms. Gilman seconded. The motion passed 4-0.

##### 204 205 b. Permits & Approvals

##### 206 i. Grant Acceptance – Household Hazardous Waste Grant Acceptance – 207 Stephen Cronin, Public Works Director

208 Ms. Roy said we do this annually. In 2025, 357 households  
209 participated. It's a regional event, and the individual communities pay in.  
210 At the last event, we collected 1600 pounds of waste. We received  
211 \$7,900 from DES for this year's event.

212 **MOTION:** Ms. Belanger moved to accept a grant from the New Hampshire Department of  
213 Environmental Services for household hazardous waste collection for \$7,900 and further  
214 authorize the Interim Town Manager or their designee to sign the associated grant agreement.  
215 Ms. Gilman seconded. The motion passed 4-0.

##### 216 217 ii. Donation Acceptance – Pairpoint Park – Corey Stevens, Finance Director

218 **MOTION:** Ms. Belanger moved to accept the donations received in the month of February 2026  
219 totaling \$15,511 for the design and construction of Pairpoint Park, and direct the funds to be  
220 held by the Trustees of Trust Funds in the Pairpoint Park Fund. Disbursement of the fund shall

221 be made by authorization of the Town Manager for the purpose of designing and/or constructing  
222 Pairpoint Park. Ms. Gilman seconded. The motion passed 4-0.

- 223  
224           iii.    Donation Acceptance – National Night Out – Corey Stevens, Finance  
225                    Director

226                    Ms. Roy said this is not from the Pairpoint Park Committee; this is  
227                    from the family that donated the park.

228 **MOTION:** Ms. Belanger moved to accept the donation from Pairpoint Group LLC of \$2,500 for  
229 National Night Out. Ms. Gilman seconded. The motion passed 4-0.

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231           c.   Town Manager's Report

- 232           i.    Ms. Roy said we had voting last Tuesday. She thanked the staff and  
233               volunteers for their work.  
234           ii.   Dave Sharples is back as of last Monday.  
235           iii.   She continues to work with Finance Director Corey Stevens and Town  
236               Engineer Paul Vlasich on the Police and Fire Substation. They are  
237               expecting to start with masonry this week.  
238           iv.   DPW issued an informational blurb about Clemson Pond. There was  
239               residual contamination material in the northern siphon. AE Com on behalf  
240               of Unitil will mitigate this issue at no cost to the town. This portion of the  
241               project is anticipated to be completed by March 27.  
242           v.    She participated in interviews for various positions.  
243           vi.   She worked on brainstorming for next year's budget for Fire and EMS.  
244           vii.   She worked with Dave Tovey and Amanda Kelly on some short-term ADA  
245               projects.  
246           viii.   HR is working on an improved onboarding process.  
247           ix.   Bob Glowacky is working with the Communications Committee on "Exeter  
248               101" where Departments will explain to residents what they do.  
249           x.    Parks and Rec is gearing up for spring sports, the egg hunt, and summer  
250               camp.  
251           xi.   She attended a webinar about AI in local government.  
252           xii.   Kathy Crouteau in Planning gave her two-week notice.  
253           xiii.   Longtime Exeter employee Nancy Bugbee passed away last week.

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255           d.   Select Board Committee Reports

- 256           i.    Ms. Gilman had no report.  
257           ii.   Ms. Belanger attended Housing Advisory, where there was ongoing  
258               discussion with a representative of the Exeter Housing Authority about  
259               housing options. Dave Sharples came to the meeting, it's great to have  
260               him back. A legislative update was provided by the Seacoast Workforce  
261               Housing Coalition. The next meeting has been moved from April 10 to  
262               April 17.

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- iii. Mr. Chartrand thanked the voters for re-electing him. He attended the Sustainability Advisory committee, but it was cancelled due to lack of a quorum. He is not able to make the Train Committee on Thursday.
- iv. Mr. Papakonstantis attended the E911 committee. The Pairpoint Park committee cancelled their March meeting. He spent time with Town Staff. The election was March 10. He thanked the voters for their consideration of the warrant articles. He heard feedback that the video from the Finance Director was valuable and easy to understand. He attended the Coastal Resiliency subcommittee meeting.

e. Correspondence

- i. A notice of the enhancing climate resilience design input session.
- ii. The NHMA legislative update.
- iii. A notice from Public Works on what can be recycled.

2. Other Business

Ms. Belanger asked for an update on styrofoam. Mr. Chartrand said there was an overflow at the transfer station but he and Mr. Whitehouse moved it to a storage area. The bin that collects it is nearing fullness but it has sacks that can be swapped out. We're waiting for power at the new site so we can work off our backlog.

Ms. Gilman gave an update on State issues.

11. Review Board Calendar

- a. The next meetings are March 30, April 13, April 27, May 4, May 18, June 1, June 15, and June 29.

12. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A:3II (b) and (c). Ms. Gilman seconded. In a roll call vote, the motion passed 4-0. The meeting entered non-public at 8:49 PM.

**MOTION:** Ms. Belanger moved to exit non-public session at 9:24 pm. Ms. Gilman seconded. The motion passed 4-0.

**MOTION:** Mr. Chartrand moved to seal the minutes until the matter is resolved. Ms. Belanger seconded. The motion passed 4-0.

13. Adjournment

**MOTION:** Mr. Chartrand moved to adjourn the Select Board meeting at 9:25 pm. Ms. Belanger seconded. The motion passed 4-0.

Respectfully Submitted,  
Joanna Bartell

307 Recording Secretary

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Select Board Meeting  
Monday March 19, 2026  
8:00 AM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Clerk Nancy Belanger, Julie Gilman, and Interim Town Manager Melissa Roy were present at this meeting. Dan Chartrand was present remotely via telephone. Vice Chair Molly Cowan was absent. The meeting was called to order by Mr. Papakonstantis at 8:02 AM.

2. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A:3II (b). Ms. Gilman seconded. In a roll call vote, the motion passed 4-0. The meeting entered non-public at 8:03 AM.

**MOTION:** Ms. Belanger moved to exit non-public session at 8:14 AM. Ms. Gilman seconded. The motion passed 4-0.

**MOTION:** Mr. Chartrand moved to seal the minutes until the matter is resolved. Ms. Belanger seconded. The motion passed 4-0.

3. Adjournment

**MOTION:** Ms. Belanger moved to adjourn the Select Board meeting at 8:15 AM. Ms. Gilman seconded. The motion passed 4-0.

Respectfully Submitted,  
Pam McElroy  
Senior Executive Assistant

## **Appointments/Resignations**

## **Discussion/Action Items**

## **Town Manager Search Update**

## **Requests for Future Public Hearings**



# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 777-1514

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

## MEMORANDUM

TO: Exeter Select Board  
FROM: Melissa Roy, Interim Town Manager & Stephen Cronin DPW Director  
DATE: March 27, 2026  
  
RE: Request for public hearings for Wadleigh Street and Cass Street

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Over the past year, the Town Manager's Office, in coordination with the Department of Public Works, has engaged with residents from two neighborhoods regarding requested changes to street signage within their respective areas.

In accordance with the Select Board Policies and Procedures, any modification to street signage requires review and action by the Select Board, including the completion of a formal public hearing process. Should the Board vote to proceed, the process will include notification to abutters, three public hearings, and deliberation and determination by the Board.

At this time, Town staff respectfully request that the Board consider initiating the public hearing process for the following two requests:

1. **Wadleigh Street Neighborhood:** Request to install a three-way stop intersection, citing traffic and safety concerns associated with new construction related to the Rose Farm development.
2. **Cass Street Neighborhood:** Request from a resident to install a "No Parking" sign in front of their residence.

If the Board votes to move forward with these requests, Town staff will proceed with notifying abutters and scheduling the required public hearings in accordance with established procedures.

**Planning and Conservation & Sustainability Department**

**Grants Update**



# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 777-1514

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

## MEMORANDUM

**TO: Select Board**

**DATE: March 30, 2026**

**FROM: Pam McElroy  
Senior Executive Assistant**

**RE: Planning and Conservation &  
Sustainability Department  
Grants Update**

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Since 2022 the Planning Department, staffed by Dave Sharples, Town Planner and Kristen Murphy, Conservation & Sustainability Planner, have worked diligently to apply for and receive various forms of grant funding which assist greatly in the Town's ability to complete important projects within the Town of Exeter. The benefits these projects provide to Exeter residents and visitors are numerous.

### Planning

- 2026 - \$1,000,000 plus Investment Tax Credit. The Planning and Finance Department are working to secure over a \$1 million dollar investment tax credit for the solar array. We expect the credit as a cash payment sometime in 2026.
- 2026 - \$1,067,951 Transportation Alternatives Program TAP to construct sidewalks and other associated improvements on Railroad Ave and Front St. Award letter received and awaiting Gover and Council approval that is expected this spring.
- 2025 - \$25,000 Certified Local Government (CLG) grant to create individual property survey forms.
- 2024 - \$15,000 CLG grant to create individual property survey forms
- 2022 - \$27,500 Invest NH Grant to draft zoning amendments

Total of \$2,135,451+ since 2022

### Conservation & Sustainability

- 2026 - NH The Beautiful Municipal Recycling Grant (styrofoam program & supersacks storage) \$8,000 requested - TBD in early May
- 2025 - PREP Climate Impact Grant \$25,000
- 2025 - Great Bay Protection Partnership Stewardship Grant - Invasive Plant Management on Whites Meadow/Perry, Irvine, and Morrissette \$2,963.00

- 2025 - Foam Recycling Coalition - Styrofoam Densifier Grant \$50,000.00
- 2025 - Grassroots Grow Grant - Window Dressers - direct grant to them - \$2,800
- 2024 - Coastal Resilience Grant - Community Informed Resilience Plan for Swasey Parkway \$20,000.00
- 2024 - Mooseplate - Clapboard/Trim/Paint on N and E side of Raynes \$20,000.00
- 2024 - Grassroots Seed Grant - Window Dressers - direct grant to them \$1,000
- 2023 - DOE Energy Efficiency Conservation Block Grant - Competitive Track Energy efficient upgrades in Exeter's Resident-owned manufactured housing communities \$200,000
- 2023 - The Pollinator Protection Partnership Pollinator Pathways - direct grant to PPNH. Regional grant for pollinator garden "stepping stones" seed kits \$1,000 – Exeter residents received 15
- 2022 - LCHIP Interior and Exterior Repairs for Raynes Barn \$100,000

## **Investment Policy Review**



## 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)

**TO:** EXETER SELECTBOARD & MELISSA ROY, INTERIM TOWN MANAGER  
**FROM:** COREY STEVENS, FINANCE DIRECTOR  
**SUBJECT:** ANNUAL INVESTMENT REVIEW AND INVESTMENT POLICY ADOPTION  
**DATE:** MARCH 30, 2026

---

In accordance with NH RSA 41:9 VII, the Selectboard shall annually review and re-adopt the town's investment policy for the investment of public funds. The Town's investment policy can be found on our website: <https://www.exeternh.gov/bos/town-operating-policies-and-procedures>. In accordance with the RSA, the Town Treasurer has delegated investment functions to me as the Town's Finance Director.

The purpose of the investment policy is to provide guidelines for the investment of certain Town funds that are not otherwise immediately required for expenditure. The primary objectives of the Town's investment activities are first to maintain the safety and liquidity of Town funds, and second to produce a return on these assets. It is with a focus on this purpose and objectives that we employed Town funds in 2025 and continue to do so in 2026.

In general, our investment approach is conservative in that idle funds are only being invested in 30- or 60-day certificates of deposit (CDs). Operating funds are maintained in checking accounts, which starting in 2026 are earning interest in the 2% range. Cash requirements for operating expenditures are actively monitored so that idle funds can remain in CDs for the maximum time possible. Also new in 2026, the Town's capital loan proceeds (for projects in progress) have been placed in interest bearing accounts. As I reported at the Selectboard's January 5th meeting, in January we completed the transition to our new banking partner, TD Bank. With this transition came improvements to our investment approach and improvements to our processes, including a more secure bank deposit process.

The following page provides the results of our investment activities in 2025, and a breakdown of current Town funds. Note - these results specifically do not include results for funds held by the Trustees of Trust Funds.

I believe that our investment approach follows the Town's investment policy and meets the investment policy objectives.

*Corey*

**Town of Exeter  
Investment Results for Operating Funds  
For the Year Ended December 31, 2025**

	<b>Account Type</b>	<b>Interest Earnings</b>	<b>Avg. Rate</b>
<b>GENERAL FUND</b>			
<b><u>Operating:</u></b>			
Operating 1	Checking	73,759	1.96%
Operating 2	Checking	70,533	2.42%
Public Safety Operating	Checking	<u>13,904</u>	2.63%
Total Operating		158,196	
<b><u>CDs:</u></b>			
Operating CD	Certificate	345,033	3.81%
Public Safety CD	Certificate	<u>60,606</u>	4.05%
Total CDs		<u>405,639</u>	
<b>Total General Fund Interest</b>		<b>563,835</b>	
	Budgeted	500,000	MS-434
<b>TIF DISTRICT</b>			
TIF Operating	Checking	1,457	0.6%
TIF CD	Certificate	<u>175,416</u>	3.75%
<b>Total TIF District Interest</b>		<b><u>176,874</u></b>	
<b>Average Percentage of Funds in:</b>			
	Cash	70%	
	Certificates	30%	high: 38%

**Makeup as of March 27, 2026**

<b>Account Type</b>	<b>Approx Bal.</b>	<b>Int. Rate</b>
Operating Funds	\$7.8m	2.17%
Capital Loan Funds	\$27.7m	2.15%
TIF Operating Funds	\$1.4m	2.15%
Operating CD	\$16.0m	3.36%
TIF CD	\$7.7m	3.32%

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

# List for Select Board meeting March 30, 2026

## Ratio Study for 2025

Attached is the ratio study for 2025 for your review.. The median ratio for 2025 is 90.9%

## TIMBER TAX

Map/Lot/Unit	Location	Amount	Tax Year
65-118	76 Portsmouth Ave	8.72	2026

## Abatement

Map/Lot/Unit	Location	Amount	Tax Year
65-127-A	75 Portsmouth Ave	\$20,242.04	2025

## Solar Exemption

Map/Lot/Unit	Location	Amount	Tax Year
70/73	12 Langdon Ave	12,000	2026

## Veterans Credit

Map/Lot/Unit	Location	Amount	Tax Year
86-20-4	4 Pine Grove Rd	\$500.00	2026
64-5	17 Green St	\$2,500.00	2026 disability
95-64-29	9 Cornwall Ave	\$500.00	2026
101-8-4	7 John West Rd	\$1,000.00	2026 both are veterans
68-6-147	1 Sterling Hill Ln #147	\$2,500.00	2026 disability

## All Veterans Credit

Map/Lot/Unit	Location	Amount	Tax Year
95-64-36	2 Cornwall Ave	\$500.00	2026
54-4-11	50 Brookside Dr B3	\$500.00	2026
26-22	5 Oak Hill Ln	\$500.00	2026
68-6-115	1 Sterling Hill Ln #115	\$500.00	2026
68-6-241	2 Sterling Hill Ln #241	\$500.00	2026
68-6-121	1 Sterling Hill Ln #121	\$500.00	2026

## Elderly Exemption

Map/Lot/Unit	Location	Amount	Tax Year
95-64-49	21 Wayland Cir	198,000	2026
104-35	159 Court St	198,000	2026
64-105-32	32 Hayes MH Pk	307,000	2026
95-64-168	6 Lilac St	198,000	2026
104-79-226	226 Robinhood Dr	198,000	2026
95-64-365	25 Sumac St	198,000	2026
95-53	78 Linden St	238,000	2026
104-79-125	125 Robinhood Dr	198,000	2026
95-64-65	3 Willow St	denied	2026

## Blind Exemption

Map/Lot/Unit	Location	Amount	Tax Year	
52-77	18 Allen St	25,000	2026	
<b>Religious Exemption</b>				
Map/Lot/Unit	Location	Amount	Tax Year	
91/32/E	55 Hampton Falls Rd	2,879,900	2026	
73/143	73 WINTER St	1,037,200	2026	
<b>Charitable Exemption</b>				
Map/Lot/Unit	Location	Amount	Tax Year	
65-146	30 Magnolia Lane	2,735,100	2026	
65/129/1	3 Alumni Dr	12,434,400	2026	
65/128	Alumni Dr	42,400	2026	
65/130	4 Alumni Dr	14,928,400	2026	
65/131	6 Buzell Ave	51,821,200	2026	
71/47/1	Buzell Ave	-	2026	Hospital ROW
86/10/10	21 Hampton Rd	100	2026	
86/10/11	21 Hampton Rd	100	2026	
65/131/3	7 Alumni Dr	3,988,700	2026	
71/48/E	5 Buzell Ave	74,800	2026	
63/8	85 Lincoln St	328,300	2026	
82/13	56 Linden St	4,097,900	2026	
72/206	164 Water St	1,581,600	2026	

## **Permits & Approvals**

## **Seacoast Eat Local**



# EXETER PARKS & RECREATION



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## TOWN OF EXETER MEMORANDUM

TO: Melissa Roy, Interim Town Manager  
Chief Josh McCain, Police

FROM: Greg Bisson, Director of Parks and Recreation  
David Tovey, Assistant Director

RE: Approval of Alcohol Sales/Sampling at Farmers Market.

DATE: 03/30/2026

---

Seacoast Eat Local (SEL) is a 501(c)3 nonprofit organization based in Lee, NH. They cultivate a resilient, equitable, and community-centered local food system. Through markets, education, and collaboration, they connect producers and consumers, as well as the knowledge and resources they need to thrive. SEL operates Summer Farmers' Markets in Exeter, Portsmouth, Durham, and Dover, and Winter Farmers' Markets in Rollinsford and Stratham.

The Exeter Farmers' Market has operated at Swasey Parkway for many years and is an established community event that brings residents and visitors to downtown Exeter each week.

- The market was previously managed by the Seacoast Growers Association until 2022, and has been managed by SEL since then.
- SEL has been managing farmers' markets since 2007
- Alcohol vendors have been part of the Exeter Farmers' Market vendor mix for many years and have historically complied with market policies at a very high level.
- Alcohol sampling has also been part of the farmers' market environment for many years. During their time managing farmers' markets across the Seacoast region, they have not experienced a single alcohol-related incident. Exeter-only became aware of the sampling in 2025 and shut down this practice until it could be brought to the Select Board in 2026.
- Two specific RSA's allow this practice to happen at Farmers Markets. RSA 175:1 allows the sale of alcohol at "Farmers' Markets". While RSA 179:44 allows sampling by specific pours within each category. Samples shall be limited to one 4oz sample per label per person for any beer, speciality beer, or cider; one 2oz sample per label per person for any wine; and ½ oz sample per label per person for any liquor. These cannot be given away for free but must be sold by the vendors.
- "Farmers Markets" is defined as an event or series of events at which two or more vendors of agricultural commodities gather for purposes of offering for sale such commodities to the public. Commodities offered for sale include, but are not limited to, products of agriculture, as defined in RSA 21:34-a. A "Farmers Market" shall not include any event held upon any premises owned, leased, or otherwise controlled by an individual vendor selling therein.

## **SEL Policy Proposal:**

### **2026 Policies**

SEL has implemented the following policies to ensure alcohol sampling remains tightly controlled and responsibly managed.

- All samples must be consumed and completely finished at the vendor booth where they are served.
- Customers may not leave the booth area with samples.
- Customers may not add samples to personal drink containers or beverages.
- Alcohol samples must be sold and may not be given away for free, per RSA 179:44.
- Portion size and pricing are determined by the licensed vendor and regulated by the RSA 179:44
- SEL has set a maximum of two wine or spirit vendors per market day in Exeter

### **Policy Intent**

- Reduce risk of over-serving
- Ensure all alcohol consumption remains contained and monitored at vendor booths
- Discourage individuals seeking alcohol alone from associating the market as a drinking destination
- Maintain a safe, family-friendly market environment while supporting local producers

### **Importance of Sampling for Local Producers**

- Sampling is often “make or break” for alcohol vendors at farmers’ markets. Vendors report a difference of around 50% in sales when samples are offered versus when they are not.
- The Exeter Market specifically has been a major sales driver for alcohol vendors. For one, the Exeter Market accounted for 1/6 of their total revenue last year.
- Alcohol vendors at the Exeter Market sell high-quality, premium products, typically priced between \$30 and \$50 per bottle.
- Customers are significantly more likely to purchase these products after tasting them first, since it is an investment.
- Without the ability to offer samples, vendors risk losing significant sales and may not participate in the market.
- Alcohol vendors are among the most professional vendors we have and lead by example in compliance, display setup, and customer service.
- Of all the other Farmer’s Markets the SEL operated, Exeter is the only market that is apprehensive about offering samples.

### **Liquor Commission Paperwork**

- Alcohol vendors participating in the Exeter Farmers’ Market must complete the required New Hampshire Liquor Commission permitting process to sell at a farmers’ market.
- The permit paperwork has historically been reviewed and signed by the Parks and Recreation Director. This was granted to the Director by the Town Manager's office when it was considered retail sales only.
- The paperwork includes the specific dates on which an alcohol vendor will attend the market, as well as a market map showing the vendor's booth location.

### **Meeting:**

Chief Josh McCain, Director Greg Bisson, Shawn Menard, Executive Director of SEL, and Skyler Amsden, Market Manager, met on March 2nd to discuss this year's markets and decided that a decision like this needs to go to the select board for discussion. Key points that were discussed in the meeting.

- Seacoast Eat Local's 20-year history of operating markets without compliance issues.
- Greg explained that he and Chief McCain had concerns about vendors, but assured the group that the market would not be shut down.
- Skyler discussed policies for alcohol sampling at markets, including requiring samples to be consumed at vendor booths and implementing paid sampling across all markets. The number of alcohol vendors at each location will be capped at 1 or 2, and Skyler noted that these changes aim to reduce over-serving and discourage people from seeking free alcohol. She mentioned that the high-quality alcohol vendors have seen a 50% increase in sales at markets where sampling is allowed, suggesting the policy change is beneficial for both vendors and customers.
- Chief McCain and Skyler discussed alcohol sampling policies at the farmer's market to bring the Chief up to speed on the process, with Skyler explaining that vendors retain sampling cups to maintain contact with patrons. They explored whether there was a limit on the amount of alcohol that could be sampled per person, with Skyler noting that while no specific limit had been set, it was left to the discretion of the alcohol vendors who understand their products best.
- The group discussed the current lack of beer vendors at the Exeter location, with only wine and liquor vendors present who are awaiting decisions about summer attendance. Greg explained that the town has concerns about the loose definition of farmers' markets, as other organizations might try to classify non-food events as farmers' markets. The team agreed that proper policies and select board approval would be necessary to prevent misuse of the farmers market designation, while ensuring that existing vendors maintain their trained staff and licenses.
- The group discussed alcohol vendor regulations at farmers' markets, with Skyler explaining that vendors must obtain individual permits for each market location annually, including specific dates and location details, and that these permits are approved by both the state and local towns. Greg inquired about obtaining copies of vendors' liquor licenses and suggested requiring certificates of insurance naming the town as a co-insured, similar to the requirements for the town's beer and chili festival, which Skyler confirmed was standard practice.
- The group discussed insurance requirements for alcohol vendors at market locations. Shawn explained that while most locations don't have specific insurance requirements, Wentworth Greenhouses requests that vendors name them as additionally insured. Greg and Chief noted that vendors typically only need to contact their insurance company for coverage, and Greg mentioned that PowerKeg has an automatic renewal system and often get COI's in the mail year-round. The discussion concluded with Greg suggesting that the town's \$200 annual liquor license fee for alcohol sales could be passed on to vendors.
- The group discussed the process for obtaining liquor licenses and presenting them to the Select Board. They requested that Shawn or Skyler present the information to the Select Board. The discussion emphasized the importance of thorough documentation and risk management, with Greg and Chief McCain expressing support for the initiative while ensuring all necessary information is provided to the Select Board for an informed decision.

### **Conclusion:**

Ultimately, the Select Board has the authority to allow sales and sampling at the farmers' market. After reviewing this application with the appropriate town officials, Chief McCain, Health Officer Madison Bailey, Chief Pizon, Jay Perkins, and I support this initiative, but the following requirements are needed to reduce the risk to the town.

1. All vendors must supply a copy of a liquor license and insurance naming the town as the co-insured before they can participate. These should be kept on file at both the town and with SEL.
2. The liquor license fee the town charges is paid by vendors to participate, \$200 per vendor per year per event. Any events outside of the SEL's farmers' market would need to pay the fee again. Any other events that qualify as farmers' markets must follow the same policies as SEL applies to its vendors.
3. Limit of no more than 2 vendors per week.
4. Limit the number of samples one person can buy per week to 3 per day per person while following the RSA guidelines on sample sizes.
5. Any instances of noncompliance with the policy will result in the vendor no longer being able to participate in any Exeter markets or events.

Respectfully

Greg Bisson  
Parks and Recreation Director

**Parks Improvement Fund**

**Spray Pad Surfacing**



# EXETER PARKS & RECREATION

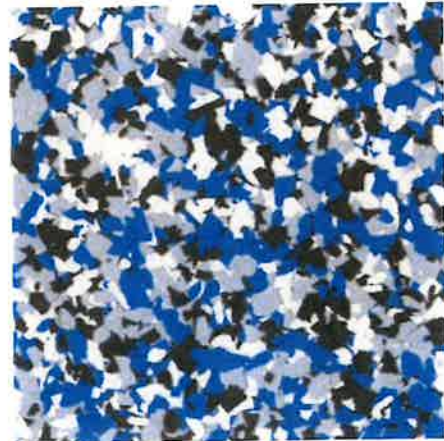
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## TOWN OF EXETER MEMORANDUM

TO: Melissa Roy, Interim Town Manager  
Corey Stevens, Finance Director  
FROM: Greg Bisson, Director of Parks and Recreation  
David Tovey, Assistant Director  
RE: Spray Pad surfacing.  
DATE: 03/30/2026

Since last fall, Rubberize It has introduced a new product that we would like to install in place of the standard single-color rubber surfacing. Rubberize It now offers kits that mimic epoxy flakes, matching the interior epoxy we recently installed, which provides a better aesthetic match and durability. The main advantages of this product are that the rubber texture provides cushioning when kids fall and is slip-resistant. The texture would help in hiding imperfections and repairs, making it a cost-effective, safe, and visually appealing option compared to other vendors. It will be slightly more expensive than the previously quoted price (last year, the price increased) for the basic rubber surfacing. We did not receive the Life Floor grant, and this product costs a fraction of epoxy and other rubber surfacing options. Below is an example of the pattern we plan to use on the spray pad area, which mimics the floor installation in the Dan Healy Bathhouse. Our staff will install it later this spring. This product has a 5-year warranty and has been used at several water parks around the country. These parks provided top references for both application and durability.



Quotes:

Rubberize It: \$7,226.55

Epoxywizz: \$18,200.00

Tuffcoat: \$18,247.73

**Motion: To authorize the Parks and Recreation Department's purchase of 10 Kits of rubber flakes from Rubberize It for \$7,226.55 and to fund through the Parks Improvement Fund.**

**Park Improvement Balance after purchase of rubber flooring is \$6,818.45.**

Respectfully

Greg Bisson  
Parks and Recreation Director

## **Land and Water Conservation Fund Grant**



# EXETER PARKS & RECREATION

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## TOWN OF EXETER MEMORANDUM

TO: Melissa Roy, Interim Town Manager  
Corey Stevens, Finance Director  
FROM: Greg Bisson, Director of Parks and Recreation  
David Tovey, Assistant Director  
RE: Wording for LWCF reimbursement  
DATE: 03/30/2026

---

We are in the process of finalizing the closure of our Land and Water Conservation Fund grant; however, we need a new resolution ratified by the board. The board previously authorized the Town Manager or an officially designated substitute, in their absence, to sign official documents by a vote in 2024. Regrettably, the National Park Service requires the board to vote again, with the specific wording outlined.

*Resolve that Melissa Roy, Interim Town Manager is duly authorized to enter into agreements and/or amendments on behalf of the Town of Exeter with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources, for the Land and Water Conservation Fund grant project 33-00763 Recreation Park-II, and is further authorized to execute any documents on behalf of this municipality which may be in his/her judgement desirable or necessary for the purpose of this resolution.*

Upon approval, the Department of Natural and Cultural Resources shall dispatch survey maps requiring Ms. Roy's signature. Subsequently, these maps must be registered with Rockingham County using a designated form provided by the department that acknowledges the grant for the parcel of land. This procedure was initiated late in 2025 to prevent violations from occurring on LWCF properties, such as partial sales.

Respectfully

Greg Bisson  
Parks and Recreation Director

## **Town Manager Report**

## Select Board Committee Reports

## Correspondence



Pam McElroy <pmcelroy@exeternh.gov>

## Fwd: NOTICE OF PUBLIC HEARING AND INFORMATION SESSION FOR RESOURCE WASTE SERVICES OF EPPING, INC

1 message

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

Fri, Mar 20, 2026 at 3:59 PM

Can we add this to the packet under correspondence?

Thank you,



Melissa Roy  
Interim Town Manager  
Town of Exeter

603-418-6405 | mroy@exeternh.gov  
10 Front Street, Exeter, NH, 03833

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

From: Lazo, Samantha <Samantha.A.Lazo@des.nh.gov>

Date: Fri, Mar 20, 2026 at 1:15 PM

Subject: NOTICE OF PUBLIC HEARING AND INFORMATION SESSION FOR RESOURCE WASTE SERVICES OF EPPING, INC

To: DES: SWMB Permitting <swmbpermitting@des.nh.gov>

Good Morning,

This email is to notify you that the New Hampshire Department of Environmental Services (NHDES) is seeking public comments on a standard permit application for the proposed Solid Waste Transfer Station, ReSource Waste Services of Epping located at [270 Exeter Road](#) in Epping, NH (mailing address: [89 Lowell Rd, Salem, NH](#)). A **public hearing** is scheduled for **7:15 pm on Tuesday, April 28, 2026** for receipt of oral testimony. Prior to the public hearing, NHDES will hold a **public information session** from **5:30-7:00 pm**. The information session will include an overview of the proposed facility and information on the permitting process and will conclude with a Question and Answer period to provide members of the public an opportunity to ask questions of the applicant and NHDES. The **public comment period is open until May 12, 2026**, for receipt of written comments to be included in the public hearing record.

**\*\*Note that a public hearing on this application was held on January 8, 2026; however, NHDES has requested that the applicant publish notice of the hearing in a newspaper of general daily statewide circulation, and participate in a public information session in order to inform residents of the project in more detail and provide opportunities for public engagement prior to a second formal public hearing.\*\***

**In-Person Attendance:** The information session and public hearing will be held in-person at the American Legion Richard A. Mitchell Post 51, [232 Calef Highway, Epping, NH](#) on Tuesday, April 28, 2026. The information session starts at 5:30 pm and ends at 7 pm. The public hearing starts at 7:15 pm. In the event of inclement weather, please call (603) 271-2925 for further information.

**Remote Attendance:** Remote access to both the public information session and the public hearing are available by registering at the event link [here](#). Please note, there are two separate sessions for remote attendance, one for the information session and one for the public hearing. If you would like to attend both, you must register for both separately. Registration is not required but is encouraged.

More information can be found in the Notice of Public Information Session and Public Hearing document attached. If you have any questions, please feel free to reach out to me via phone at 603-271-2936 or via email.

Regards,

***Samantha Lazo***

**Environmental Analyst- Solid Waste Management Bureau**

**NH Department of Environmental Services**

29 Hazen Drive, Concord, NH 03302-0095

Phone: (603) 271-2936

[Samantha.a.lazo@des.nh.gov](mailto:Samantha.a.lazo@des.nh.gov)

<http://des.nh.gov/>

<https://twitter.com/nhdes>

<https://www.facebook.com/NHEnvironmentalServices/>

*NHDES would greatly appreciate your feedback and wants to hear from you. Please take a moment to fill out our short (5-question) [NHDES Customer Service Satisfaction Survey](#).*



Please consider the environment before printing this email.





## NOTICE OF PUBLIC INFORMATION SESSION AND PUBLIC HEARING

RSA 149-M:9, RSA 149-M:11, Env-Sw 304.09

### STANDARD PERMIT APPLICATION FOR COLLECTION/STORAGE/TRANSFER FACILITY Solid Waste Transfer Station, ReSource Waste Services of Epping– 270 EXETER ROAD, EPPING, NH

The New Hampshire Department of Environmental Services (NHDES) is seeking public comments on a standard permit application for the proposed Solid Waste Transfer Station, ReSource Waste Services of Epping located at 270 Exeter Road in Epping, NH (mailing address: 89 Lowell Rd, Salem, NH). A **public hearing** is scheduled for **7:15 pm on Tuesday, April 28, 2026** for receipt of oral testimony. Prior to the public hearing, NHDES will hold a **public information session** from **5:30-7:00 pm**. The information session will include an overview of the proposed facility and information on the permitting process, and will conclude with a Question and Answer period to provide members of the public an opportunity to ask questions of the applicant and NHDES. The **public comment period is open until May 12, 2026**, for receipt of written comments to be included in the public hearing record.

Note that a public hearing on this application was held on January 8, 2026; however, NHDES has requested that the applicant publish notice of the hearing in a newspaper of general daily statewide circulation, and participate in a public information session in order to inform residents of the project in more detail and provide opportunities for public engagement prior to a second formal public hearing.

#### **Application Summary:**

Resource Waste Services of Epping Inc. (RWS) has submitted a standard permit application to operate a commercial solid waste collection, storage, and transfer (C/S/T) facility at 270 Exeter Road, Epping, NH (Tax Map Parcel ID 38-27 in Epping and Tax Map Parcel ID 203-29 in Brentwood). The proposed facility includes construction of a 24,700 square foot building, consisting of a 22,500-square-foot waste handling area and an adjacent 2,200 square foot office/administration space.

The facility is proposed to receive municipal solid waste, cardboard, and metal from commercial haulers for inspection, handling, and transfer to authorized facilities by truck. RWS proposes to receive up to 750 tons per day, with no more than 2,000 tons stored onsite at any time.

The permit application documents are available for public review at the NHDES office located at 29 Hazen Drive in Concord, and at both the Brentwood and Epping Town Halls. A copy of the application is also available electronically on the [NHDES' OneStop website](#).

**In-Person Attendance:** The information session and public hearing will be held in-person at the American Legion Richard A. Mitchell Post 51, 232 Calef Highway, Epping, NH on Tuesday, April 28, 2026. The information session starts at 5:30 pm and ends at 7 pm. The public hearing starts at 7:15 pm. In the event of inclement weather, please call (603) 271-2925 for further information.

**Remote Attendance:** Remote access to both the public information session and the public hearing are available by registering at the event link [here](#). Please note, there are two separate sessions for remote

## NOTICE OF PUBLIC HEARING

RSA 149-M:9, RSA 149-M:11, Env-Sw 304.09

### STANDARD PERMIT APPLICATION FOR COLLECTION/STORAGE/TRANSFER FACILITY Solid Waste Transfer Station, ReSource Waste Services of Epping – 270 EXETER ROAD, EPPING, NH

attendance, one for the information session and one for the public hearing. If you would like to attend both, you must register for both separately. Registration is not required but is encouraged.

**Written Comments:** Instead of or in addition to providing oral testimony at the public hearing, written testimony may be submitted to NHDES at any time before close of the **public comment period on May 12, 2026 at 4:00 pm**. To be included in the public record, written testimony must be submitted using one of three methods: by email to [swpublic.comment@des.nh.gov](mailto:swpublic.comment@des.nh.gov); by post to NHDES-SWMB Attn: Samantha Lazo, PO Box 95, Concord, NH 03302; or by hand delivery to NHDES' office at 29 Hazen Drive, Concord, NH.

**Assistance:** Individuals may request assistance to attend the hearing under the provisions of the Americans with Disabilities Act by contacting Nelson Ordway, NHDES, 29 Hazen Dr., PO Box 95, Concord, NH 03302-0095; TDD Access: Relay NH 1-800-735-2964; or by email at [solidwasteinfo@des.nh.gov](mailto:solidwasteinfo@des.nh.gov). Requests for assistance must be received no later than 6:00 pm on April 14, 2026.

**Additional Information:** For additional information, please contact Samantha Lazo, Environmental Analyst, at (603) 271-2936, email: [samantha.a.lazo@des.nh.gov](mailto:samantha.a.lazo@des.nh.gov), or mail to NHDES-SWMB, PO Box 95, Concord, NH 03302-0095.

**Application:** For your convenience, below are links to the Standard Permit Application for a Collection/Storage/Transfer Facility. Note that electronic access to these documents is being provided through [NHDES OneStop Data and Information Retrieval System](#).

- [Application](#)
- [Supplement 1](#)
- [Supplement 2](#)
- [Supplement 3](#)
- [Supplement 4](#)
- [Supplement 5](#)
- [Supplement 6](#)



Pam McElroy <pmcelroy@exeternh.gov>

## Bulletin #12: Legislative Crossover is Upon Us!

1 message

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

Fri, Mar 20, 2026 at 1:00 PM

### New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

# LEGISLATIVE BULLETIN

Legislative Bulletin 12

2026 Session

March 20, 2026



[Live Bill Tracker](#)  
[Bill Hearings Schedule](#)

### In this issue:

- Crossover Sessions in House, Senate
- Risk Pool Update
- Upcoming Senate Hearings on Municipal Bills
- Legislative Policy Proposals Welcome
- How to Make Your Voice Heard
- Follow Bills That Matter to You Online

### Crossover Sessions in House, Senate

The House and Senate will hold crossover sessions on **Thursday, March 26**. Crossover is the legislative deadline when the House sends its passed bills to the Senate and the Senate sends its bills to the House. It's essentially the midpoint of the session, when the final remaining bills move to the other chamber for a new round of scrutiny. Because hundreds of bills were voted on last week, crossover day is fairly light this year and both chambers also will be taking action on some bills that crossed over earlier this year. Here are some bills NHMA is watching:

**Senate**

**HB 164**, on the consent calendar as ought to pass as amended (OTP-A). The bill, **supported** by NHMA, authorizes the state archives to create and maintain a website for the retention and public access of local electronic records and specifies that municipalities may store electronic records on the website.

**HB 173**, on the consent calendar as refer to interim study. The bill, **opposed** by NHMA, prevents amendments to a petitioned warrant article that eliminate its subject matter or change the purpose of the article.

**HB 348**, on the consent calendar as ought to pass as amended (OTP-A). The bill, **supported** by NHMA and many local welfare officials, will allow municipalities to adopt an optional proof of residency requirement as part of their local welfare guidelines. Should a municipality adopt proof of residency requirements, the bill will require the municipality to accept certain documentation or an attestation by specific public officials/social service providers to establish residency. Temporary emergency assistance still must be provided, but a municipality would then coordinate with the alleged municipality of residency by either seeking reimbursement of costs, requesting that the municipality of residency undertake ongoing relief and maintenance of the applicant pursuant to the municipality of residency's welfare guidelines, or request an intermunicipal hearing to determine residency and financial responsibility of the applicant. Finally, the bill requires municipalities to adopt financial standards as part of their local welfare guidelines that are based on local market costs.

**SB 441**, on the regular calendar as ought to pass as amended (OTP-A), enables municipalities to request a hearing regarding the residency of an assisted person in cases where there is disagreement on which municipality has financial responsibility for local welfare. NHMA **opposes** the bill in favor of **HB 348**, which includes more comprehensive language on this issue. It is likely that this bill will be tabled or killed if **HB 348** passes.

**HB 488**, on the consent calendar as inexpedient to legislate (ITL). The bill, **opposed** by NHMA, addresses potential municipal conflicts of interest and bans elected officials and municipal employees from concurrently serving in certain positions and roles. Regardless of intent, the bill goes too far and has the potential to hamstring small-town government operations.

**SB 541**, on the consent calendar as OTP-A. This bill, **supported** by NHMA, amends the capital budget approved last year to enable the state to bond an additional \$5 million for the Southern NH Regional Water Interconnection Project-2B after an additional \$10 million is obtained from other funding sources. This project addresses MtBE and PFAS contamination, water quality, and water supply needs in Windham, Salem, Hampstead, Atkinson, and Plaistow.

**SB 593**, on the consent calendar as OTP-A. This bill, originally a landfill-siting bill **opposed** by NHMA, was entirely replaced by an amendment addressing a loophole in the solid waste surcharge enacted last year that inadvertently left solid waste districts out of the state rebate process. The \$3.50 per ton surcharge on all solid waste disposed of at any of the state's six active landfills or its waste-to-energy facility took effect January 1, 2026. The fee is paid by municipalities, businesses, and other entities, but towns and cities receive a 100% quarterly rebate. NHMA supports the amendment but is concerned that the effective date is January 1, 2027.

**SB 661** (See risk pool article below.)

## House

**HB 1602**, on the regular calendar as refer to interim study. The bill, **supported** by NHMA, creates a manufacturer-funded, third-party battery recycling program for specific types of batteries and funded through a user fee on covered battery purchases. The goal of the bill is to transfer the burden and costs associated with disposing batteries from municipalities and solid waste districts onto manufacturers. The concept is similar to the user-fee funded paint stewardship program created in **HB 451**, which

was approved by the House and Senate and recently vetoed the governor. **HB 1602** was initially recommended as ought to pass (OTP), 13-12, on Tuesday; however, the **House Finance Committee** revisited its vote a few hours later and approved the interim study recommendation.

**HB 1622**, on the consent calendar as ought to pass (OTP). The bill, **supported** by NHMA, is a landfill-siting bill that—unlike other proposals on this topic—does not give the state the power to override existing municipal agreements with landfill operators.

## Risk Pool Update

A Senate committee this week unanimously approved an amendment to **SB 661**, dealing with the regulation of risk pools and recommended the bills as OTP-A. **SB 661** is on the consent calendar next Thursday.

Risk pools are created by cities, towns, counties, and school districts to reduce risks and associated insurance costs, shifting risk from an individual political subdivision to the pool. Across the country, two primary types of risk pools exist: assessable and non-assessable. The Association of Governmental Risk Pools (AGRIP) recognizes both models.

**SB 661** introduces assessable risk pools into the NH statutory scheme, which subjects members to potential unbudgeted, mid-year assessments; this actually occurred last summer, when many school districts and a few towns received large “surprise bills” from two of the three health insurance risk pools operating in the state, one of which has since folded. **Under HB 661, assessable pools would be the only model allowed.**

NHMA opposes **SB 661** because it does not properly address all types of risk pools and therefore does not properly address the needs of our members. Simply put, it will add uncertainty to municipal budgeting and change the terms of existing risk pool membership for some municipalities.

**HB 1491**, a bill **supported** by NHMA, passed the House last week. The bill introduces assessable risk pools into the statutory scheme, but as an *alternative* to non-assessable risk pools. Allowing both models provides clarity to local governments, helping them decide which model, if any, best suits their needs. Assessable pools would remain under the authority of the Secretary of State, while non-assessable pools will shift oversight to the Department of Insurance (DOI).

If your community has been impacted by assessments or is concerned that the current version of **SB 661** enshrines assessments in statute for all risk pools, **reach out** to your **local Senator** to share your concerns.

NHMA supports the ability of members to establish and govern the pools and understands that clear regulations that protect the members and allow the pools to operate are necessary. With health insurance being a huge driver of municipal costs, regularly outpacing inflation, providing legislative clarity is crucial. It is important to keep in mind that the stability of healthcare risk pools is tied to the future stability of healthcare for thousands of public employees in our state.

## Upcoming Senate Hearings on Municipal Bills

The Senate Election Law and Municipal Affairs Committee will hold public hearings on multiple bills next **Tuesday, March 24, in State House (SH) Room 122-123:**

**HB 1161** (9:15 a.m.), removing the requirement for municipalities to have an advisory board for development districts. NHMA **supports** this bill.

**HB 1066** (9:35 a.m.), relative to warrant articles authorizing lease agreements. NHMA **opposes** this bill, although the current amended version is a significant improvement over the bill as introduced.

**HB 1113** (9:45 a.m.), enabling towns to establish a 3-year term for town moderators. NHMA **supports** this bill.

**HB 1137** (9:55 a.m.), making the representative of the governing body on the municipal budget committee an ex-officio, non-voting member. NHMA **opposes** this bill.

For detailed instructions on ways to share your position on these and any other bills, see “*How to Make Your Voice Heard*” below.

## Legislative Policy Proposals Welcome

NHMA has a member-driven process by which it establishes the legislative policy positions to guide staff advocacy activities over the coming legislative biennium.

If there is a law affecting municipal government that you think needs to be fixed, or if you have an idea for how the functions of local government might be improved with legislation, this is **your opportunity to propose a change**. To share your proposal, complete this [Legislative Policy Proposal Form](#). Include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal and an explanation that describes the nature of the problem or concern from a municipal perspective and discusses the proposed action that is being advocated to address the problem. Mail to NHMA, 25 Triangle Park Drive, Concord, NH 03301; or e-mail to [governmentaffairs@nhmunicipal.org](mailto:governmentaffairs@nhmunicipal.org) no later than the close of business on **April 17, 2026**.

Learn more about NHMA’s 2027-2028 Legislative Policy Process in this [Questions and Answers fact sheet](#).

## How to Make your Voice Heard

If a bill is of importance to your municipality, it’s always best to make your case – for or against – in person. Every Friday, NHMA posts a [Bill Hearings Schedule](#) for the upcoming week. However, if you can’t make it to Concord, you can use the Legislature’s online portal to put your position on the hearing record.

The House has an [online testimony submission system](#) that allows you to indicate your position on the bill with an option to attach testimony. If you want to email all the members of a House committee, you will have to copy their email addresses individually from the [committee page](#).

The Senate has a [remote sign-in sheet](#) where you can indicate whether you are supportive of a bill, opposed, or neutral. Written testimony can be submitted via the “Email Entire Committee” link found on the [Senate committee page](#).

If you have time to follow along, livestreams of [House](#) and [Senate](#) sessions and committee meetings are available on YouTube. Prior sessions and committee meetings are also archived.

Finally, if you just want to contact your local legislators, there are [Contact a Senator](#) and [Contact a Representative](#) links on the [General Court](#) website.

**Note:** For any readers who print these emails out, all of the above links can be found on the General Court website at: <https://gc.nh.gov/>

## Follow Bills That Matter to You Online

In addition to our weekly Legislative Bulletin, NHMA provides members access to FastDemocracy, an online bill tracking platform, for efficient, real-time updates to legislative activity of interest to

members. Visit our online [Bill Tracker](#) page to learn more and feel free to subscribe to weekly or daily updates on subjects and bills of interest.

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## **NHMA Events Calendar 2025 Final Legislative Bulletin**

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Pam McElroy <pmcelroy@exeternh.gov>

## Fwd: Henry Herndon Appointed Executive Director of CPCNH

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

Mon, Mar 23, 2026 at 4:15 PM

For the next packet.

Thank you,



**Melissa Roy**  
Interim Town Manager  
Town of Exeter

603-418-6405 | mroy@exeternh.gov  
10 Front Street, Exeter, NH, 03833

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

From: **CPCNH News & Information** <info@cpcnh.org>  
Date: Mon, Mar 16, 2026 at 2:59 PM  
Subject: Henry Herndon Appointed Executive Director of CPCNH  
To: <mroy@exeternh.gov>



## Henry Herndon Appointed Executive Director of CPCNH

The Community Power Coalition of New Hampshire (CPCNH) Board of Directors has appointed Henry Herndon as Executive Director following a search for the organization's chief executive. Herndon previously served as Acting General Manager and Director of Member Services, helping guide CPCNH through a period of rapid organizational growth and operational maturation.



Since entering New Hampshire's energy sector in 2015, Herndon has played a central role in advancing community power initiatives and supporting municipalities as they establish and operate local energy programs. Today, CPCNH supports 50 Community Power programs serving approximately 180,000 customers statewide, providing electricity supply services, technical expertise, and program administration to participating communities.

As Executive Director, Herndon will lead CPCNH's next phase of development as the coalition continues strengthening operational systems, expanding services to member communities, and advancing practical energy market solutions that benefit New Hampshire municipalities and their residents.

"Moving forward, we are committed to working collaboratively with utilities, policymakers, and industry partners to ensure New Hampshire's energy market works for Granite Staters," said Herndon.

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## Review Board Calendar

**Non-Public Session**