

SELECT BOARD MEETING
Monday, June 1, 2026
6:50 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/82703424471>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 827 0342 4471

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 Interview – Trustees of the Robinson Fund – Dan Provost- 6:50 pm
3. Public Comment
4. Bid Opening
 - a. Front/Linden/Pine Roundabout– Stephen Cronin, Public Works Director
5. Approval of Minutes
 - a. May 14, 2026
 - b. May 18, 2026
6. Appointments/Resignations
 - a. Resignation – Exeter Housing Authority – Vernon Sherman
 - b. Resignation – CPCNH – Nicholas Devonshire
7. Discussion/Action Items
 - a. Public Hearing – Cass Street – 2nd Reading
 - b. Public Hearing – Wadleigh Street – 2nd Reading
 - c. Election Update and Voting Party Affiliation Deadline – Kate Miller, Moderator
 - d. CPCNH Update – Cliff Sinnott
 - e. Solar Array Annual Operations & Maintenance Contract – Dave Sharples, Town Planner
 - f. Train Station Committee Update – Darren Winham, Economic Development Director
 - g. NHMA – Resolution in Support of House Bill 1491 – Paul Cohen, Town Manager
 - h. Document Signature Authority for New Town Manager
8. Tax Abatements, Veterans Credits & Exemptions
9. Permits & Approvals
 - a. Contract Award - School Street Area Utility Improvement Project Construction – Stephen Cronin, Public Works Director

- b. Contract Award – School Street Area Utility Improvement Project Construction Phase Engineering Services – Stephen Cronin, Public Works Director
 - c. Contract Amendment - Surface Water Treatment Plant Engineering Design Services – Stephen Cronin, Public Works Director
 - d. Donation Acceptance – Lion’s Club and Snow Hounds Club – 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 5/29/26 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

Board Interviews



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

Interview w/SB
6/1/26 6:50 pm.

Statement of Interest
Boards and Committee Membership

Committee Selection: Trustees of the Robinson Trust Fund

New

Re-Appointment

Regular

Alternate

Name: Dan Provost

Email: dprovost@scamb.org

Address: 18 Westworth St.

Phone: (603) 661-2855

Registered Voter: Yes

No

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

I am interested in joining the Board of Trustees for the Robinson Trust Fund as an engaged and "embedded" member of the Exeter, and Greater SAU-16, educational community. I have taught at ETS for nearly 20 years, and in that time I have seen the impact that entities like the Trust can have, particularly the "grant program" that provides money to support "innovative programs and activities for students that better prepare them to compete in today's world."

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: [Handwritten Signature]

Date: 5/4/26

To be completed by Select Board upon appointment:

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

Public Comment

Bid Opening

Approval of Minutes

Select Board Meeting
Thursday, May 14, 2026
8:15 AM
Nowak Room, Town Offices
Draft Minutes

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7 1. Call Meeting to Order

8 Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger,
9 Julie Gilman, Dan Chartrand, and Interim Town Manager Melissa Roy were present at this
10 meeting. The meeting was called to order by Chair Papakonstantis at 8:15 AM.
11

12 2. Discussion/Action Items

13 a. Approval of the Tax Collector's Warrant

14 **MOTION:** Mr. Chartrand moved to approve the Tax Collector's Warrant for the first half of 2026
15 in the amount of \$34,524,244. Ms. Belanger seconded. The motion passed 5-0.
16

17 3. Adjournment

18 **MOTION:** Ms. Belanger moved to adjourn at 8:21 AM. Mr. Chartrand seconded. The motion
19 passed 5-0
20

21
22 Respectfully Submitted,
23 Pam McElroy
24 Senior Executive Assistant
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28

Select Board Meeting
Monday May 18, 2026
6:45 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Dan Chartrand

Members absent: Julie Gilman was not present at this meeting.

Interim Town Manager Melissa Roy was also present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:45 PM.

2. Board Interviews

- a. Sarah DeWitt for the Sustainability Advisory Committee

The Board reconvened in the Nowak Room at 7 PM.

3. Public Comment

Keith Whitehouse of Westside Drive said the styrofoam recycler came online today. He thinks running it once a week will be adequate to meet the demand. Raynes Barn is done, and they took the dumpster away today. There will be an art show on September 26, "Art in the Barn."

4. Bid Opening - School Street Area Improvement Project

- a. MAC Construction and Evacuation, Portsmouth NH: Base bid: \$5,877,274.12. Bid Alternate A \$351,162.
- b. Jamco Excavators, South Hampton NH: \$4,080,850. Bid Alternate A \$222,174.
- c. Granese and Sons, Salem MA: \$4,968,936.50. Bid Alternate A \$298,562.
- d. DeFelice Corp, Dracut MA: \$4,182,375.50. Bid Alternate A \$296,551.40.

MOTION: Ms. Belanger moved to refer the four bids to Public Works to make a recommendation to the Select Board. Mr. Chartrand seconded. The motion passed 4-0.

5. Proclamations/Recognitions

Ms. Belanger read the proclamation for National Public Works week 2026:
WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to our sustainable and resilient communities and to public health, high quality of life, and well-being of the people of the Town of Exeter; and, WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water

treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Exeter to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association, be it now,

RESOLVED, We, the Exeter Select Board, do hereby designate the week of May 17-23, 2026, as National Public Works Week. We urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees, and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

6. Approval of Minutes

a. Regular Meeting: April 27, 2026

- i. Ms. Belanger said line 172 should read *Becky Moore*, not *More*.

MOTION: Ms. Belanger moved to approve the minutes of April 27, 2026, as amended. Ms. Cowan seconded. The motion passed 4-0.

b. Regular meeting: May 4, 2026

MOTION: Ms. Belanger moved to approve the minutes of May 4, 2026 as presented. Ms. Cowan seconded. The motion passed 4-0.

Mr. Papakonstantis said the Board will need to approve the May 14 minutes at the next meeting.

7. Appointments

MOTION: Mr. Chartrand moved to appoint Sarah Dewitt as an alternate to Sustainability Advisory Committee as an alternate, term to expire April 2027. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Mr. Chartrand moved to accept the resignation of Nick Campion from the Conservation Commission. Ms. Belanger seconded. The motion passed 4-0.

8. Discussion/Action Items

a. Public Hearing – Cass Street – 1st Reading

Mr. Papakonstantis read the notice of public hearing:
Notice of Public Hearing Pursuant to RSA 31:95-b,III(a)
Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing consisting of three (3) readings in the Nowak Room, 10 Front Street, Exeter for the purpose of complying with the provisions of RSA 31:95-

b,III(a) for a proposed change to parking regulations on Cass Street. The first reading will be Monday, May 18, 2026. The second reading will be Monday, June 1, 2026. The third reading will be Monday, June 15, 2026. Each reading will begin at 7:00 PM. Dated: May 8, 2026.

MOTION: Ms. Belanger moved to open the public hearing for Cass Street. Ms. Cowan seconded. The motion passed 4-0.

Public Works Director Stephen Cronin was present for this discussion.

Ms. Roy said we received a request from a resident at 22 Cass Street regarding no parking. The request is that the length of the no parking area from the intersection be increased. Usually it's 30 feet per the ordinance. Currently it has no parking from 7:30 - 3:30 each day on the right side. This would affect the left side of Cass Street as well. We received a petition from some residents of the neighborhood with concerns about this plan. The request is for 170 feet south from Park Street. There is also a second petition with concern about the no parking and some encroachment into the right of way. She went with the DPW to view the situation, and recommends that if they want a no parking sign, we stick with the normal amount of distance we have from our intersections.

Mr. Chartrand asked if there is no parking on the east side on a school day so that overflow parking from the school isn't on both sides and makes the road too narrow. Mr. Cronin said yes.

Mr. Chartrand asked if it's true that there's encroachment into the street. Mr. Cronin said yes, we feel there has been encroachment on the right of way. Mr. Chartrand said he thinks that shouldn't be allowed.

Mr. Papakonstantis asked for public comment.

Richard Page of 18 Cass Street asked if the petitioner could speak first.

Abigail Pitou of 20 Cass Street said she thinks her property is about 60 feet from Park Street. She's asking that the no parking sign be reinstated on the edge of 20 Cass Street, on the western side. It's already in the ordinance that 30 feet from Park Street is governed already, but she'd like to extend it for safety reasons. She doesn't want to change anything about the idiosyncrasies of the junctions and the roads, but when you come up Park Street, it's a blind corner. It's dangerous. People turn onto Cass Street into oncoming traffic. There haven't been accidents here in the past, but there are new factors such as the train bridge being closed and the new housing development. She spoke to Jay Perkins and he agreed it's a dangerous corner, and he put up a new no parking sign in her yard. When she went out and got signatures for her petition, she heard that people don't want parking on Cass Street at all. Rather than reconstruct the corner, the least expensive measure would be to put no parking signs and add a line to help cars make that turn.

Mr. Chartrand asked if she is extending her lot into the roadway. Ms. Pitou said no, and submitted photos to the Board for review. Mr. Cronin said there has been a disagreement with the Town and Ms. Pitou where her property ends. The street narrows and widens in that area. We have paved right up to her

property line according to the survey of bounds. Mr. Chartrand said if the photo showing leaf litter and grass flowing into the roadway is correct, that needs to stop. Ms. Pitou said when she first moved here, in front of her house was rubble. She asked Doug Eastman if he minded her fixing it up. He said no, but to make sure it's not in the Town's right of way. She just reinstated the grass to where it was.

Ms. Roy said Doug Eastman supports that the property line is where Mr. Cronin says it is.

Sally Ward of 72 Park Street, a former resident of Cass Street, said for many years there has been a problem with school parking making the street too narrow. The neighbors had a disagreement about which side of Cass Street should be no parking, but couldn't decide. The Police said there should be no parking on the east side. There was a problem at that time, and in her view it was solved.

Kelly Richards of 25 Cass Street said the neighbors want to voice their opposition to changing the parking rules on Cass Street. In the proposal, the resident cites safety concerns and driveway access concerns. She presented the Board with an exhibit binder. Exeter parking regulations prohibit parking within 30 feet of a road, and this would extend that to 170 feet from the intersection, an additional 140 feet. In the 2022 Town of Exeter intersection study, intersections were evaluated and ranked in order of crashes; neither Cass Street nor Park Street appear. She reached out to Exeter Police to ask if there were any incidents at the intersection, and the answer was no. In 2025, the Park Street bridge was permanently closed, which led to a significant drop in traffic. There's no evidence of safety issues created by allowing on-street parking. Many neighbors park their cars on the street, and this restriction would create a hardship for these families. We shouldn't grant one resident's personal wishes at the expense of the other residents' lawful use of the street. The resident has built out their front lawn into the roadway to enlarge the property boundary by 3-5 feet into the public roadway, and added orange parking cones to limit parking. With the cones, the resident is impeding traffic and obstructing their own driveway access. This would set a bad precedent for other residents making requests for changes with the Town. She read a list of the residents who were present and had signed the petition.

Kyoko Tazawa of 22 Cass Street said 30 feet from the intersection is a no-parking zone, but when a festival or event happens, people are parking there. When she returns home, it's so narrow. She thinks there should be a no parking sign about 32 feet in, where there is a telephone pole.

Liz Morse of 4 Cass Street said she has 3 daughters who ride scooters on Cass Street. More parking causes people to slow down; her concern is people going too quickly. Parking is actually a safety benefit rather than a safety concern.

Ms. Pitou said on her side of the street, cars pull into Cass Street and do tailspins. It's not about her personal parking spot.

Chris Baker of Smith Avenue said he's concerned that this is an arbitrary thing. He doesn't want his neighbors to start doing things like this in his neighborhood. Mr. Papakonstantis said any citizen has a right to suggest a recommendation. Town staff brought it to the Select Board, and we're having three public hearings to hear from the neighborhood. Ms. Roy said this would only precipitate a change regarding this neighborhood, not other neighborhoods. Mr. Chartrand said he tends to be conservative about enacting resident requests, especially when they're at odds with the preponderance of their neighbors.

Susan Heel of 14 Cass Street said her husband's great grandfather built their house in 1888. The parking has been the way it is. Our street is very cohesive. Our neighbors look out for one another. We don't mind the traffic or the school. The majority of people there love the way they have been living there for a long time.

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

b. Public Hearing – Wadleigh Street – 1st Reading

Mr. Papakonstantis read the notice of public hearing:

Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing consisting of three (3) readings in the Nowak Room, 10 Front Street, Exeter for the purpose of complying with the provisions of RSA 31:95-b,III(a) for a proposed change to traffic control signage on Wadleigh Street at Forest Street. The first reading will be Monday, May 18, 2026. The second reading will be Monday June 1, 2026. The third reading will be Monday, June 15, 2026. Each reading will begin at 7:00 PM. Dated: May 8, 2026

MOTION: Ms. Belanger moved to open the public hearing for Wadleigh Street. Mr. Chartrand seconded. The motion passed 4-0.

Mr. Cronin said Public Works received concerns from residents about traffic, which have increased due to the new development. There is some driver misbehavior with the stop conditions that are out there. Police and Fire did not have any concerns about converting this to a three-way stop. Mr. Chartrand asked if the fourth way is a driveway that's an extension of Forest Street. Mr. Cronin said yes, the intersection lines up more with Wadleigh Street than it appears on the map. Mr. Chartrand said the three stop signs would be on Rose Farm, Wadleigh, and Forest, with nothing on the driveway, and Mr. Cronin said that's correct.

Florence Ruffner, who said she owns the jailhouse, asked which corners the signs would go on. Mr. Cronin showed her on the map. Louis Ruffner, who is a co-owner of the Jailhouse, asked if the addition of the third stop sign changes where parking is restricted. Mr. Cronin said yes, it would restrict parking within 30 feet of the sign. Mr. Ruffner said people park there now.

Sheila Roy of 3 Salem Street said since the development was put in, the Police have been monitoring the street. She is concerned about the drivers there.

Melissa Roy asked if she could have Sheila Roy's contact information to follow up about her concerns.

Karen Dangora of 6 Wadleigh Street said she's concerned about cars speeding in and out of the Rose Farm development, as well as commercial vehicles. She's requesting a new stop sign and to have the current stop sign aligned properly for the intersection.

Sally Ward of 72 Park Street said because the bridge is out, the traffic pattern has changed in this neighborhood, in addition to the new development. She thinks it's a good idea

Pete Nikitis of 5 Wadleigh Street said it's his driveway that's part of this intersection. From his living room they see people plowing through the stop signs. People can stop there but cars are flying into Wadleigh and you don't know whether they are going straight through or turning left. You don't have much room to deal with the speed. An additional stop sign will slow the traffic down, but it needs enforcement as well.

Mr. Papakonstantis said we can talk to Police Chief McCain about the construction and commercial vehicles specifically. Mr. Chartrand asked about a temporary raised table during construction. Mr. Cronin said we haven't done that before but we can look into it. Ms. Roy said part of the issue is that the town doesn't own that road yet. Mr. Cronin said we don't have jurisdiction to enforce what's going on there now because it's not a public way. We're out there frequently but our hands are tied a little bit.

Mark Furlong of 20 Forest Street said he supports turning this intersection into a three-way stop. The two nearest intersections are both four-way stops. He's seen people fly through that intersection. People working on the development are not seeing that stop sign at all.

Barbara Desjardins of 50 Brookside Drive said she walks her dog in this area. She supports another stop sign because it's so dangerous there. Most of these streets don't have sidewalks.

Sheila Roy said they put a \$2.4M sidewalk in front of her house to walk to downtown. Exeter is supposed to be walkable and bikeable.

John Gromack of 25 Forest Street said from a safety point of view, it would be traffic calming to have an additional sign there.

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

c. CSO Barrel Project Update – Steve Cronin, DPW Director

Mr. Cronin and Water/Sewer Director Steve Dalton were present for this item. Mr. Cronin said the Clemson Pond project. This is part of the wastewater system. It was installed in 1964 and runs beneath Swasey. The Town approved the cleaning and inspection of the barrels, and we hired Insituform Technologies. They began work in February but had several weather-related delays. In March, contaminated material was found in the pipe. Town staff contacted Wright-Pierce who coordinated with AE Com regarding remediation efforts at the gas site. They

coordinated equipment to manage the contaminated material. The project became increasingly more complicated, with multiple extensions of the March 27 completion date. The town requested an accounting of any outstanding invoices. The project was suspended with the northern barrel still needing cleaning and inspection. The total cost is \$623,000 to date, which is \$124,000 over the originally authorized budget. This does not include the remaining portion of the northern barrel. He met with Unitil regarding the expenses and discussion is ongoing. He met with NH DES last week and they've asked that we keep them apprised of further developments. We're requesting \$123,731 from the sewer reserve fund to cover project overages.

Mr. Papakonstantis asked if Unitil has indicated why they're not responsible for costs. Mr. Cronin said they feel they're responsible for the material but not for the labor involved. They didn't commit to a reimbursement, but did commit to ongoing discussions. It's hard to determine how much went into the remediation of contaminated material. We're requesting quotes from firms on removing the rest of the material.

Mr. Chartrand asked why we're trying to generate quotes. Mr. Cronin said we're broadening beyond the original vendor. They feel it will take additional mechanical means to remove it, but other vendors had alternatives. Mr. Chartrand asked if this could be a similar situation to what Mr. Vlasich negotiated, the lump sum payment. Mr. Cronin said we can discuss that.

Ms. Belanger asked if we approve the funds, could any of the potential reimbursement be put back into the funds? Finance Director Corey Stevens said yes, it would end up back in the Sewer Reserve Fund.

Mr. Papakonstantis said the Water/Sewer Advisory Committee is aware of this request. Mr. Cronin said we plan to go to them formally, but we have incurred these costs and have an obligation to pay.

Mr. Cronin said we explored all options. We went back to DES about sealing off one of the siphons, but according to our permit we have to keep both in operation. The inspection of the first siphon shows that we are getting some infiltration into that pipe; we expect to find that same condition on the second siphon. It would be preferable to line these to prevent the infiltration, which could have a 50-year lifespan.

Mr. Papakonstantis asked about the contamination. Mr. Cronin said the coal gasification plant at 280 Water Street had some material get into the groundwater capture zone. Material has migrated into the CSO barrel, but we're not sure how. There were efforts to mitigate issues with the river. This could be a legacy issue that is just coming up because of the cleaning of the pipes.

Mr. Chartrand said this is not the same as the sewer siphons. These are combined sewer overflow siphons. Mr. Cronin said it is separate. These are in better shape and could be lined in place. If the sewer system were to become overwhelmed, this is where the overflow would go. We haven't had an issue like that in several years. Ms. Roy said we have minimized the CSO events through management. The scope of this project is different than the other. These are 36-

inch-wide barrels, compared to the smaller sewer siphons that we needed to redrill. These are so large that we can reline them, not drill new ones.

MOTION: Ms. Belanger moved to approve the use of Sewer Reserve Funds in the amount of \$123,731.04 to complete the work that has been done to date for the Clemson Pond cleaning and inspection project. Mr. Chartrand seconded. The motion passed 4-0.

d. Letter of Support Requests for the SAA4 Grant – Melissa Roy, Interim Town Manager

Town Planner Dave Sharples was present to discuss this item. Mr. Sharples said he's asking for a letter of support for a grant opportunity. This is a multi-million dollar project, \$16 or \$17M, funded 80% by the Federal Government if awarded. There's a demonstration grant and an implementation grant. We brought it to the Leadership group and then to a big group of staff to see where to go with this. The studies we've done in the past guided this work. We took the concept plans from each and put together 20 improvements from Epping Road to the Cooperative Middle school. We plan to submit them by the 26th. We're gathering letters of support for this grant.

Mr. Papakonstantis said we have two emails regarding this grant, from John and Sally Morris of Linden Street and Don and Mary Jo Briselden from Gill Street.

Ms. Belanger said the Planning Board unanimously voted to provide a letter of support.

Ms. Roy said this is a large Federal Grant and has a maximum of \$25M. For a small town like ours, it's difficult to get. We want to show that the voters have supported multiple planning studies and reviews and value pedestrian and bike safety. If we did everything without this grant, it would be a significant burden on the community. Each concept typically had a community engagement piece to it.

Ms. Belanger said during public comment, we heard that we're putting in sidewalks because of new developments, but it's really for public safety and ADA compliance. This grant would let us put everything in one basket.

Mr. Sharples described the areas that projects covered by the grant would affect. These are primarily intersection and crossing projects from the studies.

Ms. Roy said the priorities of this grant are fatalities and safety. We don't have a lot of fatalities, but we want to get ahead of it. It's not just about connectivity, it's about the safety along this pathway. Mr. Sharples said we have a "high injury network" in Exeter, which is Epping Road from the railroad tracks to Exit 9.

Silas Richards of Locust Avenue said securing \$16-17M could dramatically improve the connectivity of our town, but it does not yet fully meet the goals of the Bike and Pedestrian Master Plan, which emphasizes safety and comfort for all ages and abilities. This focuses on sidewalks and undefined bicycle lanes next to moving traffic. Paint does not prevent a car from striking a

bicyclist; separated lanes do. There is a significant difference between an area for cyclists vs an area where everyone will feel comfortable cycling. Legally a sidewalk can only accommodate pedestrians, while a separated path can accommodate pedestrians, bicyclists, scooters, and other forms of transportation. It was not clear whether street calming and raised crosswalk measures would be included, but they remain important. We should pursue infrastructure that supports peoples' desire for multi-use pathways.

Barbara Richards of 7 Locust Ave said she walks through town daily, as well as bicycles. She would like to encourage people to work towards a separate, multi-use path. She has two granddaughters that ride at the Rec Park, but she's not going to put them into a painted bike path. She wants to encourage a path that's separate from a sidewalk.

Abigail Pitou of 20 Cass Street said regarding traffic circles, they decrease the mortality rates 50-70% of those in the geriatric community.

Michelle Albion of Lincoln Street said she sees kids riding bikes on the sidewalks because it's safer, but it's illegal. We want to do whatever we can to support them cycling.

The Board agreed to write a letter of support for the grant application.

Mr. Sharples said shared use or multiuse paths are generally around riparian corridors and not near vehicular traffic. Putting a multi-use path next to a roadway is a side path. You have to evaluate the safety in each situation. If you put a sidepath in a dense commercial area with curb cuts, you're creating more conflicts but outside of the sight of the driver. This would require data, evaluation, and research.

MOTION: Ms. Belanger moved to write a letter of support regarding the SAA4 grant, and to authorize the Select Board Chair to sign the letter. Mr. Chartrand seconded. The motion passed 4-0.

- e. Town Clerk Recommendation – Melissa Roy, Interim Town Manager
 - i. Ms. Roy said Andie Kohler is retiring this Friday. We have a Deputy Clerk who Andie recommends and supports as the new Town Clerk until the next election. She would have to run again in March 2027.

MOTION [Withdrawn]: Ms. Belanger moved to appoint Jennifer Shupe, currently the Deputy Town Clerk, to serve as Town Clerk effective May 22, 2026, pursuant to RSA 41:18, to fulfill the remainder of the current Town Clerk term, contingent upon being sworn into office on May 22, 2026. Ms. Cowan seconded. The motion passed 4-0.

Ms. Roy said this appointment is only until the next Town election.

Ms. Belanger withdrew her motion and Ms. Cowan withdrew her second. The Board withdrew their votes.

MOTION: Ms. Belanger moved to appoint Jennifer Shupe, currently the Deputy Town Clerk, to serve as Town Clerk effective May 22, 2026, pursuant to RSA 41:18, to serve until the next election in March 2027. Ms. Cowan seconded. The motion passed 4-0.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve an abatement for 110-2-10 in the amount of 352.3 for tax year 2022. Mr. Chartrand seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-10 in the amount of 270.11 for tax year 2023. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-10 in the amount of 335.49 for tax year 2024. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-10 in the amount of 344.6 for tax year 2025. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-58 in the amount of 224.73 for tax year 2024. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-58 in the amount of 210.39 for tax year 2025. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 111-5-58 in the amount of 162.41 for tax year 2023. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 111-5-58 in the amount of 222.67 for tax year 2024. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 111-5-58 in the amount of 227.29 for tax year 2025. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-99 in the amount of 171.78 for tax year 2024. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-99 in the amount of 171.79 for tax year 2025. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-31 in the amount of 412.22 for tax year 2022. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-31 in the amount of 367.14 for tax year 2023. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve an abatement for 110-2-31 in the amount of 339.73 for tax year 2024. Ms. Cowan seconded. The motion passed 4-0.

441
442 **MOTION:** Ms. Belanger moved to approve an abatement for 110-2-31 in the amount of 348.79
443 for tax year 2025. Ms. Cowan seconded. The motion passed 4-0.
444

445 b. Permits & Approvals

446 i. Pairpoint Park Donation

447 Mr. Chartrand said he would like to recuse himself. Mr.

448 Papakonstantis said he doesn't see any gain coming from this, or any
449 conflict of interest.

450 **MOTION:** Ms. Belanger moved to accept the donations received during the month of April 2026
451 totaling \$5,250.00 for the design and construction of Pairpoint Park and direct the funds to be
452 held by the Trustees of Trust Funds in the Pairpoint Park Fund. Disbursement of the funds shall
453 be made by authorization of the Town Manager for the purpose of designing and/or constructing
454 Pairpoint Park. Ms. Cowan seconded. The motion passed 4-0.
455

456 c. Town Manager's Report

457 i. Ms. Roy said Jon Ring of the Exeter Historical Society said they're hoping
458 to wish Peter A. Smith a happy 90th birthday.

459 ii. We were contacted regarding traffic issues with the construction on
460 Webster Ave. We reached out to the contractor. The current work is
461 repairing a newly installed manhole. They had to fully disassemble the
462 structure and fix the defects. Once the manhole work is complete they will
463 be restoring and reseeding.

464 iii. Starting next Tuesday, the new Town Manager Paul Cohen will be here.
465 She thanked the staff and the Board for their support during the transition.
466

467 d. Select Board Committee Reports

468 i. Ms. Belanger attended a Housing Advisory Committee meeting. They had
469 a guest, Jerry Duffy from Portsmouth Progress, who discussed affordable
470 housing in Portsmouth. At Rec Advisory Board, they heard that the fund-
471 raising bricks will be installed this week. The Board restructured with Jenn
472 Harrington as Chair, Nicholas Nordin Vice-Chair, and Brinn Sullivan as
473 Clerk. The yard sale fundraiser is May 30. 48 houses have signed up, and
474 the deadline is May 27. The Planning Board heard case #26-3, a
475 Portsmouth Ave 22-room hotel. The applicant asked to postpone through
476 June 11 due to a request from an abutter. There was an extension
477 request regarding #22-6, the Baptist Church, which was granted. The
478 election of officers was tabled until June 11.

479 ii. Ms. Cowan had no report.

480 iii. Mr. Chartrand asked to give his report at the next meeting.

481 iv. Mr. Papakonstantis said regarding the Conservation Commission
482 meeting, there was public comment regarding Pairpoint Park, and some
483 of what was offered was not completely accurate. When we last took this
484 up as a discussion item, we went through the entire history and the

485 Planning Board, Concom, and HDC all voted to recommend that the
486 Select Board consider this offer of land, with one condition being that a
487 committee be set up. The Select Board has been consistent with what
488 was asked of us by the land use boards and what we've told the public.
489 We put together a good committee who have done everything the Select
490 Board has asked.

491 Mr. Papakonstantis said the Pairpoint Park Committee have
492 raised over \$35,000 and the RFQ is out. We will be moving forward on a
493 design. The Tree Committee decided we will only plant the trees we
494 already have due to the drought restrictions. He attended a ceremony at
495 Lincoln Street where two trees were planted, one in honor of a cafeteria
496 worker who had passed away.

497

498 e. Correspondence

499 i. The emails previously mentioned

500 ii. The NHMA Legislative Update

501

502 10. Review Board Calendar

503 a. The next meetings are June 1, June 15, June 29, July 14, July 28, August 10,
504 and August 24.

505

506 11. Non-Public Session

507 **MOTION:** Ms. Belanger moved to enter into non-public under 91-A:3II(a). Ms. Cowan seconded.
508 In a roll call vote, the motion passed 4-0 and the meeting entered non-public session.

509

510 **MOTION:** Ms. Belanger moved to exit non-public at 10:34 pm. Ms. Cowan seconded. The
511 motion passed 4-0.

512

513 **MOTION:** Mr. Chartrand moved to seal the minutes indefinitely. Ms. Belanger seconded. The
514 motion passed 4-0.

515

516 12. Adjournment

517 **MOTION:** Ms. Belanger moved to adjourn the meeting at 10:35 pm. Ms. Cowan seconded.
518 The motion passed 4-0.

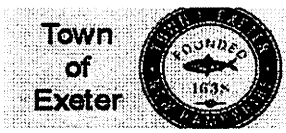
519

520 Respectfully Submitted,

521 Joanna Bartell

522 Recording Secretary

Appointments/Resignations



Pam McElroy <pmcelroy@exeternh.gov>

Commissioner

2 messages

Jill Birch <jill@exeterhousingauthority.org>
To: Pam McElroy <pmcelroy@exeternh.gov>

Wed, May 20, 2026 at 1:23 PM

Dear Pam,

Vernon Sherman has resigned as a commissioner. He verbally expressed that he would not be returning when we met in March and again in a phone conversation, we had with him in April. We did request that his put this in writing so we could forward to you to have him removed, however we have not received this and believe perhaps some medical issues are going on, preventing him from providing this documentation. We appreciate your assistance with this.

Sincerely,

Jill Birch

Jill Birch

**Public Housing Manager
Exeter Housing Authority**

277 Water Street

Exeter, NH 03833

Ph: 603.778.8110

Fax: 603.772.6433

E-mail: jill@exeterhousingauthority.org

Pam McElroy <pmcelroy@exeternh.gov>
To: Jill Birch <jill@exeterhousingauthority.org>

Wed, May 20, 2026 at 2:12 PM

Thank you Jill. I'll let the Select Board know.
[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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



Melissa Roy <mroy@exeternh.gov>

Community Power Update for SelectBoard?

Nick Devonshire <nicholas.devonshire@gmail.com>

Wed, May 27, 2026 at 12:26 PM

To: Cliff Sinnott <cliffsinnott@gmail.com>

Cc: Niko Papakonstantis <npapakonstantis@exeternh.gov>, Julie Gilman <jgilman@exeternh.gov>, mroy@exeternh.gov

Cliff, as I previewed, I need to step down as Exeter's CPCNH board rep. It's been a pleasure, but Exeter deserves someone who can more regularly attend meetings and report back. Regrettably, between my fulltime job and my kids, I can't manage the CPCNH schedule.

If this resignation letter needs to go to a different set of stakeholders (or email addresses) please let me know. I'll coordinate the paperwork to get Cliff or Julie (or whoever you choose) in as my replacement, and as I say in my letter, please let me know how I can be helpful in the future - just something with fewer meetings during work hours and bedtime routines!

Best,

Nick Devonshire

[Quoted text hidden]

 **Devonshire CPCNH Board Resignation Letter.pdf**
55K

Discussion/Action Items

Public Hearing – 2nd Reading

Cass Street

Town of Exeter, NH
Notice of Public Hearing Pursuant to RSA 31 :95-b,III(a)

Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing consisting of three (3) readings in the Nowak Room, 10 Front Street, Exeter for the purpose of complying with the provisions of RSA 31:95-b,III(a) for a proposed change to parking regulations on Cass Street. The first reading will be Monday, May 18, 2026. The second reading will be Monday, June 1, 2026. The third reading will be Monday, June 15, 2026. Each reading will begin at 7:00 PM.

Dated: May 8, 2026

Exeter Select Board
Niko Papakonstantis, Chair

Public Hearing – 2nd Reading

Cass Street



EXETER PUBLIC WORKS DEPARTMENT

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

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

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Melissa Roy, Interim Town Manager

DATE: May 14, 2026

RE: Resident Requested Change to Parking Regulation Ordinance – Cass Street

The purpose of this memorandum is to inform the Select Board of a resident request to amend the Town's parking regulation ordinance relating to parking restrictions on Cass Street.

The request was submitted by Abigail Pitou, 22 Cass Street, who has expressed safety concerns regarding the proximity of allowable on-street parking at the northerly end of Cass Street to the intersection of Park Street, as well as the impact that on-street parking has on access to her driveway. Specifically, the resident has requested that the Town consider extending the current parking restriction to a point 170 feet south of Park Street, which would extend parking restrictions an additional 155 feet beyond the existing 15-foot parking prohibition from an intersecting street or roadway pursuant to Parking Regulations Section 101.1.f.

Current ordinance language states:

101.2 Parking Prohibited on Specific Streets

Street	Restriction
Cass Street	Easterly side of street, entire length 7:30 a.m. to 3:30 p.m. on school days only.

The resident's proposed amendment would amend the ordinance as follows:

101.2 Parking Prohibited on Specific Streets

Street	Restriction
Cass Street	Both sides of Cass Street for a distance of 170' South of Park Street. Easterly side of street, entire length 7:30 a.m. to 3:30 p.m. on school days only.

Public Works staff has reviewed the request and recommends that the Select Board consider several factors in its decision-making process, including impacts on public safety, parking

availability, traffic flow, enforceability, neighborhood and abutter concerns, and consistency with existing Town parking prohibitions on similarly situated streets.

Cass Street, in its current configuration, has inconsistent roadway widths and segmented pedestrian facilities that do not meet current accessibility standards. The roadway is also subject to seasonal solar glare conditions and is frequently utilized as a cut-through route. It should be noted that several properties along Cass Street currently rely on on-street parking within the public right-of-way due to shallow and/or narrow driveways. However, as reflected in the current ordinance, parking is prohibited on the easterly side of the roadway between the hours of 7:30 a.m. and 3:30 p.m. on school days.

Please note that Cass Street is included in the Town's Capital Improvement Program (CIP) for full reconstruction – including water, sewer, drainage, roadway, and pedestrian facilities – as part of the Green Street Neighborhood Reconstruction Project. Design for that project is currently planned for 2029, with construction anticipated in 2030. The Department will be recommending a one-year delay to that timeline as part of its 2027-2032 CIP request.

Attached for the Board's review are:

- A map showing the current and proposed parking restrictions;
- Street view photographs of Cass Street; and,
- A copy of the Green Street Neighborhood Reconstruction CIP Sheet



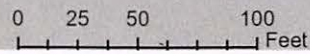
Cass Street Parking

Proposed Ordinance Amendment

Parking Allowed

Parking Not Allowed

Parking Allowed (Except between



Cass Street looking South from Park Street



Cass Street looking North towards Park Street



Driveway at 20 Cass Street



Cass Street at Green Street looking South towards Main Street



Cass Street looking North from Main Street





Town of Exeter, New Hampshire
 2026 - 2031 CIP Project Request Form

Date Submitted: 8/4/2025

First Year Funding is Requested: 2029

Project Title: Green Street Neighborhood Utility Reconstruction
 Project Type: Utility Replacement
 Project Cost: \$12,250,000

Project Ranking: _____ of _____
 Useful Life (Years): 50
 Master Plan (Y/N): No
 Growth Related (Y/N): No
 Service Related (Y/N): Yes
 Externally Mandated (Y/N): No

Department: Public Works - Engineering
 Contact Name: Paul Vlasich



Project Description

Where possible, the Public Works department prefers to replace several utilities at the same time in a street. For the purposes of this project, the Green Street neighborhood consists of: Green Street, Cass Street, Dewey Street and portions of both Park Street and Summer Street. The proposed improvements include 4,500 linear feet of new water main, an updated stormwater management system, 4,600 linear feet of sewer line replacement, and full-depth reconstruction of the roadway. Options for pedestrian improvements will be evaluated during design.

A distribution flow analysis and the Water System Asset Management Plan and have determined that existing water mains are undersized and have reached the end of their expected useful life. Additionally, an evaluation of the sewer and drain lines during the development of the Sewer System Asset Management Plan has determined that they are in poor condition and in need of replacement. These utilities will be upgraded to meet current standards and regulations. Design is anticipated in FY29 with construction beginning in FY30.

Costs:
 FY29 Design - \$750,000 (GF \$229,000 W \$229,000 S \$292,000)
 FY30 Construction - \$11,500,000 (GF \$3,525,000 W \$3,578,000 S \$4,670,000)
 Total - \$12,250,000

Check all that apply

2026 - 2031 Source of Funding

- GO Bond/Borrowing
- Grants
- Taxes
- Water Fees
- Sewer Fees
- Impact Fees
- Revolving Funds
- Other

Project Benefits

- Reduces Liability
- Health or Safety
- Reduces Long Term Debt
- Other: _____

Total Capital Cost by Fiscal Year					
FY26	FY27	FY28	FY29	FY30	FY31
\$0	\$0	\$0	\$750,000	\$11,500,000	\$0
Operating Budget Impact by Fiscal Year					
Total Operating Expense (estimated) by Fiscal Year					
\$0	\$0	\$0	\$0	\$0	\$0

" Annual Operating Impact "	
Salaries & Wages:	
Employees Benefits:	
Expenses:	
Other:	
Total:	_____
Estimated Project Cost: \$12,250,000	
Estimated Fiscal Capital Cost	
\$12,250,000	

PROPOSED CHANGES NOTED IN RED

MAY 2026

CHAPTER 1 PARKING REGULATIONS

100 Definitions

100.1 Abandoned Vehicles

For the purpose of this Chapter only, an abandoned vehicle is one that is parked in violation of any provisions of this Chapter for a period of time greater than 24 hours.

100.2 Bus or Taxi Stands

Areas and particular locations along traveled ways, which are officially designated by signs indicating that only buses and taxis may stand or stop at that location.

100.3 Crosswalk

Any portion of the roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface.

100.4 Districts

- a. Business District: The territory contiguous to a highway in which fifty percent or more of the frontage thereon for a distance of 300 feet or more is occupied by dwellings or by dwellings and buildings in use for business.
- b. Urban Residence District: The territory contiguous to a highway not comprising a business district when the frontage on such highway for a distance of 300 feet or more is mainly occupied by dwellings or by dwellings and buildings in use for business.
- c. Rural Residence District: The territory contiguous to a highway not comprising a business or urban residence district, in which the frontage on such highway for a distance of one-half mile or more, is mainly occupied by dwellings or by dwellings and buildings in use for business on any one side.

100.5 Fire Lanes

The portion of a traveled way established on private property, devoted to public use, where the parking of motor vehicles or other obstructions may interfere with the ingress and egress of Fire Department or other emergency vehicles at shopping centers, bowling lanes, theaters, hospitals, churches and similar locations.

100.5 (a) Exemptions

Restriction described in this section shall not apply to vehicles engaged in commercial loading and unloading where the vehicle is attended and no other means of loading are available.

100.6 Intersection

The area bounded by the prolongation of the lateral curb lines or the lateral boundary lines of two highways.

100.7 Official Time

Time designated herein shall be standard or daylight, whichever shall be in force.

100.8 Persons, Drivers, Pedestrians

- a. Person: Every natural person, firm, co-partnership, association or corporation.
- b. Driver: Every person who drives or is in physical control of a vehicle.
- c. Pedestrian: A person on foot.

100.9 Police Officer

An officer of the municipal police department or any person authorized to direct or regulate traffic or to make arrests for violations or traffic regulations.

100.10 Railroads

- a. Railroads: A carrier of persons or property; cars operated upon stationary rails.
- b. Railroad Train: A steam engine, electric, diesel or other motor vehicle with or without cars coupled thereto, operated upon stationary rails.

100.11 Right-of-Way

The privilege of the immediate use of the road.

100.12 Safety Zone

The area or space officially set apart within a roadway as a safety zone for the exclusive use of pedestrians and so marked or indicated by inadequate signs as to be plainly visible at all times.

100.13 Traffic

Pedestrians, draft animals, cattle, sheep, goats, vehicle or other conveyances while using the street for the purpose of travel.

100.14 Traffic Control Devices

- a. All signs, signals, markings and devices not inconsistent with these regulations erected pursuant to proper authority for the purpose of

regulations, warning or guiding traffic.

- b. Traffic signals, mechanically or electrically operated, by which traffic is alternately directed to stop and proceed, erected pursuant to authority.

100.15 Traffic Movements

- a. Stop: When required, means complete cessation of movement.
- b. Stop or Stopping: When prohibited, means any stopping of a vehicle except when necessary to avoid conflict with the other traffic or in compliance with the direction of a police officer or traffic control sign or signal.

100.16 Traveled Ways

- a. Street or Highway: The entire width between boundary lines of every public way or place of whatever nature used by the members of the public for the purpose of vehicular traffic.
- b. Private Road or Driveway: Every way or place in private ownership and used for traffic by the owner and those having express or implied permission from the owner.
- c. Roadway: That portion of the street improved, designed or ordinarily used for vehicular travel whether defined by a curbstone or not.
- d. Curb: The lateral boundaries of that portion of the street improved, designed or ordinarily used for vehicular travel whether defined by a curbstone or not.
- e. Sidewalk: That portion of the street between the curb lines and adjacent property lines, intended for pedestrian use.
- f. Alley: A public, narrow passage or way between buildings within the compact area of the town.

100.17 Vehicles

- a. Vehicles: Every device in, upon or by which any person or property is or may be transported or drawn upon a highway.
- b. Motor vehicles: Every vehicle that is self-propelled.
- c. Authorized Emergency Vehicles: Fire and Police Department vehicles and such other vehicles so designated by the Director of the Division of Motor Vehicles or the Board of Selectman of Exeter, New Hampshire.

100.18 Weekdays

Shall mean Monday, Tuesday, Wednesday, Thursday, Friday and Saturday.

101 No Parking Zones

It shall be unlawful for any person to stop, stand or park a motor vehicle at any time contrary to any of the following provisions of this Section unless otherwise directed by a Police Officer.

101.1 Parking Prohibited in Specific Places

- a. on a public sidewalk
- b. on a public crosswalk
- c. within an intersection
- d. in front of a public or private driveway
- e. within 15 feet of a fire hydrant or sprinkler supply head
- f. within 30 feet of an intersecting street or road
- g. within 75 feet of a fire station entrance
- h. along the side of or opposite any street or excavation or obstruction when such parking will obstruct traffic.
- i. upon any bridge or elevated structure upon a highway or within a highway tunnel
- j. at any place where official signs prohibit parking or stopping
- k. within any designated fire lane
- l. on the road side of any vehicle stopped or parked at the edge or curb, of any street
- m. on the roadway when the vehicle, parallel parked, has its right wheels more than 12 inches from the curb or edge of the road.
- n. on railroad tracks
- o. on the travel portion of any roadway so as to obstruct the movement of traffic in the travel lane.
- p. at a designated bus or taxi stop.
- q. on a public way when any wheel of a parked vehicle is beyond the painted lines in the roadway
- r. in any posted area on Town Property
- s. upon any roadway when the principal purpose is displaying the vehicle for sale
- t. in zones designed for handicapped parking.
- u. in a designated loading or unloading zone
- v. in a Town Office parking lot weekdays from 0600 to 1800 hours without valid permit

101.2 Parking Prohibited on Specific Streets

Auburn Street	Both sides of the street for a distance 350 feet easterly from Portsmouth Ave.
Bow Street	Southerly side of street from Court to South. Northerly side from Court to Clifford.
Browns Court	East side of street
Buzell Avenue	East side of street

Cass Street	Both sides of Cass Street for a distance of 170' South of Park Street. Easterly side of street, entire length 7:30 a.m. to 3:30 p.m. on school days only.
Center Street	West side of the street between Front Street and the Municipal Parking Lot. East side of the street 120 feet north from Front Street.
Charter Street	East side of street from Front Street to a point 90 feet south of Vine Street. West side of street between Vine and Myrtle Streets
Chestnut Street	East side of street from Pleasant Street to Jady Hill Avenue and west side of street from 380' north of String Bridge to Jady Hill Avenue.
Clifford Street	East side of Street. Loading zone on west side of street.
Cottage Street	East side of street.
Court Street	East side of street from South Street to Front Street. West side of street from intersection of Front Street to 180' feet south of Maple Street. Southeast side of street from Elm Street to Elliot Street. Northeast side of street no parking for 320 fee from Elm Street to Elliot Street.
Elliot Street	West side from Front Street to Grove Street.
Elm Street	West side of street from 15' north of Gilman House parking lot entrance to 15' south of entrance to Student Center/Library/Dining Hall driveway; 15' north and south of entrance to parking area behind Elm Street dining hall.
Epping Road Extension	Both sides of street the length of Epping Road Extension.
Front Street	South side of street for a distance of 60 feet west of Linden Street and between Elm Street and Post Office driveway. North side from Kossuth Street to B&M Railroad Crossing. From Arbor Street to hydrant across from Inn at Exeter. South side from point approximately 100 feet east of Pine Street for approximately 25 feet in easterly direction. South side from Elliot Street westerly for 50'. South side from Elliot easterly for 220'. South side from Elm Street westerly for 50'. North side from Tan Lane westerly for 50'. North side from Tan Lane intersection easterly for 80'. Northerly side of street from approximately 100 feet west of the PEA arches to Tan Lane.
Garfield Court	Entire side of street.
Gill Street	North side of Gill Street (extension) for a distance of 50 feet from Linden. Entire south side of Gill Street (extension). Entire west side from Front Street.

Gilman Street Green Street	Both sides from Court Street to the entrance to the foot-bridge. Southerly side of Green Street, entire length 7:30 a.m. to 3:30 p.m. on school days only. Both sides 100 feet from intersection of Green and Cass Streets.
Hall Court	Both sides of street from High Street to Hall Place.
Hall Place	Both sides of street from Pleasant Street east 340 feet and 100 feet southerly.
Hampton Road	Both sides of street from High Street to Exeter/Hampton town line.
High Street	Both sides of street from Clifford Street to Portsmouth Avenue. North curb line from Portsmouth Avenue to Hampton Road. South curb line from 180' east of Gardner Street to Hampton Road. South curb line from 180' east of Gardner Street to Hampton Road.
Highland Street	South side from Portsmouth Avenue to Prospect Street.
Kossuth Street Lincoln Street	Both sides of street. Westerly side of street beginning 175 feet from the corner of Main Street and running approximately 530 feet southwest along Lincoln Street.
Linden Street	East side of street from Pine Street to Gary Lane. West side of street for a distance of 200 feet south of Gill Street and for a distance of 80' south of Front Street.
Main Street	Both sides of street from Harvard to Winter Street. North side from Water to Cass Street; south side from Spring to westerly property boundary of Main Street School. South side from railroad tracks to Harvard Street.
Maple Street	South side of street.
Marlboro Street Marston Street Mill Street	West side of street West side of street Southerly from Front Street for 75 feet.
Pickpocket Road	North side of the street for a distance of 450' west of Kingston Road.
Pine Grove Road Pleasant Street	Within rotary, either side. East side of street, from High Street to Hall Place. West side of street for a distance of 50 feet south from Library parking lot entrance.
Portsmouth Avenue	Both sides of street.
Prospect Avenue	East side of street from Auburn to Highland Avenue
Prospect Street	North side of street and south side for distance of 100 feet from Portsmouth Avenue.
Railroad Avenue	West side of street from Front to Winter Streets.
River Street	West side of street.
Rockingham Street	North side of street.
Spring Street	West side of street.

School Street	Westerly side from Front Street to Garfield Street.
South Street	Both sides from Court to River Street Extension. Southerly side, between Court Street and Senior Citizen's parking lot.
String Bridge	Both sides of street from Water Street to Chestnut Street except 60 feet allowed on northerly and southerly sides opposite library.
Swasey Parkway	West side of the street from Newfields Road to turnaround.
Tan Lane	East side of street.
Union Street	Westerly side from Front Street to Garfield Street.
Vine Street	North side of street, from Charter to Sanborn Streets.
Water Street	West side of street, from Main Street to Green Street, and from Center Street to the driveway of the Exeter Town Hall. West side of street from Park Street to Main Street. East side of street utility pole # 767 and utility pole # 770. Two loading zones designed & posted in front of # 33 & # 159 except for loading purposes limited to 30 minutes.
Waterfront Park	Entrance to boat ramp except while loading/unloading.
Westside Drive	Both sides of street, 180 feet east of the intersection of Front Street.
Woodlawn Circle	West side, 440 feet from Chestnut Street intersection.

101.3 Winter Parking

All night parking is permitted on Pleasant Street provided proper application is made to the office of the Town Manager and permit is issued in compliance with rules established by the Board of Selectman & Town Manager. All night parking is permitted in designated areas, as marked, in Town Lots (Water St., Kossuth/Front streets, Train Station and Center Street) without a permit. Winter parking ban is December 1 through March 15 each year. For questions regarding snow removal, contact DPW or Police Dispatch.

101.4 Parking Prohibited

It shall be unlawful to park a boat trailer, utility trailer or camper in any municipal parking lot between the hours of 12:00 midnight and 6:00AM with the exception of the parking allowed under Section 103.8.

102 Restricted Parking

It shall be unlawful for any person to stop, stand or park a motor vehicle contrary to any of the following provisions of this section unless otherwise directed by a Police Officer.

102.2 Winter Parking Ban

Within the Town of Exeter, from December 1 to March 15, no parking is permitted on any public street between 12 midnight and 6:00AM. Refer to 101.3 for parking areas in town's R-O-W.

102.3 Parks and Commons

In any town-owned park, common, playground or recreational area between the hours of 9:00PM and 6:00AM

102.4 School Hours Restrictions

On the following streets during the normal school hours: Linden Street. West side from a point 200 feet south of Gill Street to the intersection of Gary Lane.

102.5 Public Safety Complex

Parking lot unless on official public safety business.

102.6 Snow Emergency

In the event of a predicted or on-going severe winter snowstorm requiring enhanced actions maintaining snow plowing and/or removal as deemed necessary by the DPW Director, a "Snow Emergency" shall be called by the Police Chief. The Chief shall contact the news media, including local radio station(s) to notify the public that a ban exists and shall specify the start of the snow emergency and shall estimate when same will be called off. It shall be unlawful for any person having the custody and/or control of any vehicle to park or cause the same to be parked within the public R-O-W during a snow emergency. Vehicles interfering with snow plowing and/or removal operations shall be towed and stored at the owner's expense.

102.7 Emergency/Special Event Temporary Parking Restrictions

The Chief of Police is authorized and empowered, in coordination with the Town Manager, to make and enforce temporary parking regulations to cover emergencies, special conditions and special events.

103 Limited Parking

It shall be unlawful for any person to stop, stand or park a motor vehicle contrary to the time restriction in this section unless otherwise directed by a Police Officer.

103.1 Two – Hour Parking Limit

Center Street	Both sides of street from Water Street to the municipal parking lot.
Front Street	Center Isle at the Bandstand: Westerly side from Water Street to the driveway of Congregational Church. Easterly side from Water to Court Street. Northerly side of the street beginning 20 feet from the corner of Spring Street and running approximately 220 feet southwest along Front Street.
Lincoln Street	Westerly side of street beginning 175 feet from the corner of Main Street and running approximately 530 feet Southwest along Lincoln Street.

Spring Street	From William's Court south 100' to Front Street, on east side.
String Bridge	Both sides from Water to Chestnut in 60' of spaces allowed opposite Library.
Water Street	Both sides from Clifford Street to Main Street except between Center Street and Town Hall driveway.

103.2 Two – Hour Parking Limit School Hours

103.3 One – Hour Parking Limit

Franklin Street	In front on Long Block on the northerly side.
Front Street	North side of street for a distance of 80 feet west of Railroad Avenue.

103.4 One – Hour Parking Limit School Hours

Gill Street	North side of Gill Street (extension) from Gill Street to 50' from Linden. Entire east side from Front Street.
Linden Street	West side of street from Front Street to Gill Street.

103.5 30 – Minute Parking Limit School Hours

Linden Street	West side in the designated spaces.
---------------	-------------------------------------

103.6 30 – Minute Parking Limit

Bow Street	South side adjacent to the Public Safety Complex.
Front Street	Monday through Saturday: North side from the driveway of First Congregational Church to Center Street. South side from Court Street to 5 spaces east of driveway of the U.S. Post Office. In front of 148-152 Front Street, south side.
Front Street	During State and Federal Elections, Primary and General. Center Isle at the Bandstand; Westerly side from Water Street to the driveway of Congregational Church. Easterly side from Water to Court Street.

103.7 15 – Minute Parking Limit

Front Street	South side, 4 spaces east of Post Office entrance, Monday through Saturday.
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103.8 Restricted Parking – Vehicles with boat trailers

Robert H. Stewart Park	4 designated spaces reserved for vehicles w/boat trailers
------------------------	---

between April 1st and November 5th.

103.9 Restricted Parking – Motorcycle Parking Only

Front Street	1 designated space in front of 14 Front (up to 2 motorcycles)
Water Street	1 designated space in front of 55 Water St. (1 motorcycle only)
Water Street	1 designated space on southerly side of municipal parking lot (up to 3 cycles)

103.10 Robert H. Stewart Park: Parking space at island to Boat Launch for Harbor Master.

110 Penalties

A person violating any provision of Chapter 1 of the Traffic Code shall be punished by a fine of not more than one hundred (\$100) dollars for each offense, except that optional procedures set forth in Section 110.1 may be used in lieu of court proceedings for violations of Chapter 1.

110.1 Procedures in Paying Penalties for Extended Time Parking Tickets

The operator or owner may, within 72 hours of the time when a notice of a violation of Chapter 1 was attached to the vehicles, pay to the Clerk of the Exeter Police Department by mail or personal appearance the sum of ten (\$10.00) dollars, for the first offense, as a penalty in lieu of court proceedings, except in reference to 101.1 (t) where the penalty is a minimum of two hundred fifty (\$250.00) dollars per offense (eff. 1/1/04). In the case of a second offense in the same day, the fine shall be fifteen (\$15.00) dollars and in the case of a third offense in the same day, the fine shall be twenty-five (\$25.00) dollars.

Failure by the operator or owner to make such payment will result in a second written notice of the violation. Failure by the operator or owner to make such payment within five (5) days after the second notice is sent, may result in the issuance of a summons to the operator to appear in Exeter District Court to answer to charges of violating the ordinance.

110.2 Owner Responsibility

A person shall not allow, permit or suffer a vehicle registered in his name to stop, stand or park in violation of any ordinances of the Town of Exeter controlling the stopping, standing or parking of vehicles and the owner or person in whose name such vehicle is registered shall be held prima-facie responsible for such violation.

110.3 Towing

The Police Department is authorized to remove and tow away, or have removed and towed away by commercial towing service, any abandoned vehicle, or other vehicle illegally parked in a place where it creates or

constitutes a traffic hazard, blocks the use of a fire hydrant, blocks the use of a driveway, either public or private, or obstructs or may obstruct snow removal operations in a safe place, and shall be restored to the owner or operator upon payment of all fees for towing and storage.

Abby M. Pitou.

RECEIVED

OCT 27 2025

Town Manager's Office

Town of Exeter

Exeter, New Hampshire

Established 1638

Safety

Cass Street is an older Community with homes built in the early

★ speeding + glare. 1700's and 1800's (or All of Cass St.)

★ No parking from 20 Cass St. driveway to Park Street.

★ Blind corner from Park to Cass + cars create hazard on 4-5 worse western glare

★ 15 to 80' Cass West side of street
This Petition to Limit Parking Cass Street

The intent of this Petition is to protect all (4-5 pm worst) walkers, bicyclists - specifically children and the elderly population when not in vehicles but wish to

go for walks, and get about by means other than vehicles
Cass St. and Park St. is a dangerous intersection.

- Right now, many of our older population do not feel safe walking in this area. If they do not have a license, people stay indoors which is not healthy

1	Joan C. Widmer	2 Sterling Hill Lane, #224 Exeter NH 03833
2	STEVE JORDAN	1 TAMARIND LN EXETER
3	James D. Osburn	3 Pean Ln Exeter N.H. 03833
4	BOB BOSCHER	10 COTTAGE ST
5	Chin Juen	6 Dearborn Brook Cir Exeter 03833
6	Cindy Stowman	13 WASHINGTON ST Exeter
7	Alexander Lee	5 Chesnut St Exeter
8	Robert Gilman	39 Front St.

both mentally + physically

L. ROBERT GILMAN

9	Adrian Vines	12 Cass St Exeter, NH ⁰³⁷³³
10	Kay & Kayoko Tazawa	22 Cass St. Exeter, NH
11	Rita Stoller Rita Stoller	5 OAK ST Exeter NH
12	Sam M. West	58 PARK ST
13	Kathy Kristina King	63 Park St. Exeter
14	ANNMARIE HOYT	69 Park St Apt 3
15	Elise Francoise Elise	75 Park St.
16	Sarah Stray	83 Park St.
17	Rachel Bendroth Rachel Bendroth	91 Park St Exeter
18	Rebecca Bendroth Rachel Bendroth	91 Park St. Exeter
19	Susan Eit Bendroth Suz Eit Bendroth	91 Park St. Exeter
20	Rau Ridgley GRU	50 Newfields rd EXETER
21	Tom Powley	8 Locust Ave
22	JEFF McLYNCH	16 EPPING Rd.
23	Reh Fanta PRATT	10 Locust Ave
24	BJ Winter	12 Locust Ave
25	Duncan Douglas McCallum	13 Locust Ave.
26	ROBIN McCALLUM Robin McCallum	13 Locust Ave
27	Amy & Kip Swozynski	22 Locust Ave
28	Jane & Jan O'Sullivan	19 Locust Ave
29	Jeanne O'Sullivan	19 Locust Ave.

James
Team

30	Mariam Leary ^{Minum Amy}	18 Locust Ave Exeter, NH 03833	
31	Laura Wetland	27 Chestnut St Exeter, NH 03833	
32	Lynn Walterick	11 Locust St 03833	
33	Heather Sheehan	15 Locust Ave Exeter NH	
34	Jared Sheehan	15 Locust Ave Exeter NH	
35	Roy Wyman	5 Cass St. Exeter NH	
36	Julia Lavine	8 Cass St. Exeter	
37	Doris J. (Prend)	8. Cass St. Exeter	
38	Ressie Bandy	Ressie Bandy	
39	Kenneth E. ^{DIAMZELL} Dammell	6 Dewey Exeter	
40	Jessica Christoferson	12 Meadowood Dr. Exeter	frequently walk their
41	BETH KILINC	13 MAIN ST, EXETER	DIS WALKER
42	Julie Dallaire ^{Traverse} Julie Travers	316 Water St. Exeter	
43	Daniel ^{Donnie} Donnelly	297 Water St. Exeter	walker
44	Jessica O'Leary	15 South St. Exeter	walker
45	Kelly ^{Kelly Mertinowke} Mertinowke	1 Wadleigh St. Exeter	wheelchair
46	Jenny Schmitt ^{Jung Schmit}	29 Cherry St Exeter	walker
47	Sheila Roy	3 Salem St Exeter	Dlt 03833
48	J. Provencher	Po Box 986 Exeter, NH	
49	M. Anderson	75 Watside Dr	
50	Nancy Cooper	27 Highland St. Exeter	

51	Christie Danick (walker)	69 Water St. Exeter NH
52	Coraline Nickerson (walker)	61 Acadia Ln, Exeter, NH
53	Rachel Spinale	16 Summer St, Exeter walker
54	Jilyana Andrews	16 Summer St EXETER NH 03833
55	Janice Goodwin	High St #15 Exeter
56	Susan Spinale, walker	18 Summer St. Exeter NH
57	Al. Spinale (walker)	18 Summer St. Exeter NH
58	Kelsey Tustin Kelsey Tustin	20 Wadleigh St.
59	James Bouchard	9A Salem St, Exeter
60	James Julia Hangell	Salem St Exeter
61	Thanalan Ramose	11 Salem St Exeter
62	Elizabeth E. Wilf	15 Summer St. Exeter NH
63	John DeCicco	12 Summer St
64	Robt Kelsall	87 Hayes Park, Exeter
65	Jim John Jerry Goodreau	9illard St, Exeter
66	John Doughue	5 Phinney Lane

67 Ronald Evans RON EVANS 15A SUMMER ST
(cyclist)

Abby Pitou

Automobile Safety on Cass Street is the reason that I submit this petition due to parked cars on Western side of Cass Street. I am advocating for NO Parking Signs along the Western side of Cass Street. At first, I presented this, in the petition to neighbors "No parking from Park Street to the far south of 20 Cass", but many said that they did not think "ANY parking on Cass Street, was what they wanted".

I can only attest to what I see near my home, and because I am near the intersection, I see the hazard.

Signage is the quickest and least expensive, immediate way to preserve safety.

This is the problem:

Driving up from Park Street and turning left onto Cass Street
Is a blind turn (intersection design and afternoon Western Glare).
The bridge is out.

People are angered and accelerate down Cass Street. The G Forces of this turn cause cars to move to Western side of street.

Parked cars on Western side of Cass are a Hazard. There are NO Parking signs on other, East side of road (during daytime hours).

"Studies of cars parked on one Side of road highlight increased crash risk due to reduced road width, obstructed visibility, and disruption of traffic flow from parking / unparking vehicles and opening doors. This can lead to congestion and accidents". (Co-Pilot)

Our Community:

Older People

Children

Handicapped (Able bodied)

The older people in our community are forced indoors which is poor for their health mentally and physically. Children are further led into a cellphone world. The Able Bodied need to get outside and enjoy the world.

I myself, almost saw an older woman with her dog hit by a car. That is why I was moved to present this petition,

Signage (NO PARKING) should be along the Western side of the road to preserve safety and mobility of our community members.

RECEIVED

NOV = 4 2025

Town Manager's Office

September 28, 2025

Dear Exeter Office of the Town Manager;

We are residents of the Cass Street neighborhood in Exeter with concerns about the actions of Ms. Abigail Pitou. While we have prided ourselves in being a close community, we are concerned and fear that there will be repercussions if this matter is not addressed forthwith. Effectively, Ms. Pitou is constructing a lawn onto the public roadway in front of 20 Cass Street. She is now petitioning the Town to erect a No Parking zone in front of the property without a legal basis. While we appreciate that a private citizen cannot adversely possess against a municipality, these actions result in a private citizen improperly commandeering public property (the Cass Street roadway) for their own use and enjoyment and to the detriment of others.

Since August 2024, we have unsuccessfully attempted to converse with Ms. Pitou about our concerns, which include her continued use of orange cones to prevent parking on the street in front of the house. Last year, neighbors appealed to the Town to address loam and seed that Ms. Pitou had dumped on a 3 ft by 72-foot area—effectively seeding over asphalt onto the public roadway. Those concerns went unresolved. This year, Ms. Pitou has extended the area by pushing the cones further into the roadway and dumping piles of dirt, broken bricks, and stones in the area. This is worrying, as it creates a safety hazard on the public roadway. It compels walkers and cyclists to divert into traffic and drivers/passengers to turn into the other side of the road. We are concerned and fear this is an ongoing, deliberate attempt to block an area of the public roadway. The proximity to the schools and the uncontroverted fact that children travel the street to school is particularly problematic.

Recently, Ms. Pitou had the DPW install a "No Parking Here To Corner" sign in front of the property, prohibiting anyone from parking there. This was in violation of the local and state ordinances that provide 'prohibited areas shall be within 30 feet of a stop sign or intersecting street'. Neighbors requested that the Town measure the distance and reinstall the sign at the appropriate location. The initial signage was removed and we believe another sign will be correctively installed 30 feet from the corner, at the junction of Park and Cass Streets.

Ms. Pitou has approached us and is now requesting signatures on a petition to double the distance for the No Parking sign to 60 feet. This will personally benefit her by creating a no parking zone in front of her house. She claims that the petition is a safety petition. Notably, there has been no issue with safety in front of her house (except with her own actions set forth herein) and, in fact, since the Park Street bridge has closed, the traffic flow in this neighborhood has been significantly reduced.

Under **Chapter 5 Highway Use Regulations** for the Town of Exeter, we assert Ms. Pitou is in violation of the following:

502 Highway and Sidewalk Obstruction

No person, firm or corporation shall place any object, item or material, or allow or cause any object, item or material to be placed, upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot, so as to obstruct vehicle or pedestrian traffic. Such objects shall include, but not be limited to, snow, ice, dirt, gravel, sand, signs or other obstructions.

504 Excavation of Town Streets, Rights-of-Way

No person, firm or corporation shall excavate, construct, alter or conduct any operations that alter or damage any town-owned or maintained streets, roadways, sidewalks, parking lots or rights-of-way without a valid permit issued by the Public Works Department.

Furthermore, it is our understanding that street parking on Cass Street, or any other public road, is available for anyone to use legally. The area in front of a person's house is not their private property to control. This understanding is derived from New Hampshire law and Exeter town ordinances.

Under **Chapter 1 Parking Regulations** for the Town of Exeter, we believe Ms. Pitou is in violation of the following:

100.11 Right-of-Way

The privilege of the immediate use of the road

The Town of Exeter's official website, states that these Town Ordinances "contain a codified version of the ordinance, rules and regulations governing the Town of Exeter. Though restrictive, they are designed to ensure peace and dignity in the community and are promulgated with the safety of all persons in mind."

We respectfully ask that you require Ms. Pitou to cease and desist in any unlawful attempts to expand her property into the public roadway of Cass Street and that you require her to immediately remove the impediments that have been placed on the roadway that are impacting the community. We attach photo evidence for your consideration in this matter.

Thank you for your time and attention.

Respectfully,
Residents of the Cass Street Neighborhood

1 Kelley J Richards Kelley Richards 25 Cass Street
2 Robert G. Richards ROBERT G. Richards 25 Cass Street
3 Kayoko Tazawa Kayoko Tazawa 22 Cass Street.

cc: Beth Cadorette, Principal, Main Street School

7

4	Natalie Chung Wybranowski	Natalie Ewing Wybranowski	5 Cass St
5	[Signature]	Ron Wybranowski	5 Cass St
6	[Signature]	Kyle Muynihan	5 Green St.
7	[Signature]	Celen Antolino	8 Green St.
8	Narlene Zahn	DARLENE ZAHN	17 GREEN ST.
9	Michelle Droune	Michelle Droune	15 Green St.
10	[Signature]	Kaitlin Aubin	284 Water St.
11	[Signature]	Chad Aubin	284 Water St.
12	[Signature]	Keith Wheeler	284 Water St.
13	[Signature]	David Short	1 Neway
14	[Signature]	Jeanne Short	1 Dewey
15	[Signature]	Michael Sillan	4 Dewey
16	[Signature]	Michelle Sullivan	4 Dewey St.
17	COTNEY PAWELCZYK	[Signature]	7 DEWEY ST
18	[Signature]	KENNETH DANSELL	6 Dewey St
19	[Signature]	ERICA WAZA	25 PARK ST.
20	[Signature]	Megan Edmonds	25 park St.
21	[Signature]	Annette Maccaill	326 Water St.
22	Curt Maccaill	Curt Maccaill	326 Water St.
23	[Signature]	Julie Traversa	316 Water St.
24	Charles Traversa Jr	Charles Traversa	316 Water St
25	Jacqueline R. Rockel	Jacqueline Rockel	Park St
26	[Signature]	SIMONIDA THURBER	32 Park St
27	Karen Lemire	Karen Lemire	3 Summer St.
28	[Signature]	Tom Coates	37 Park St
29	[Signature]	Richard Page	18 Cass St.
30	[Signature]	Rob Baker	7 Smith Ave
31	[Signature]	Chris Baker	7 Smith Ave.
32	Maryn C. Page	Maryn C. Page	18 Cass St
33	Christina (Pony) MacChylin	Christina Page	18 Cass St.
34	[Signature]	Elizabeth Morse	4 Cass St.
35	[Signature]	Benjamin Morse	4 Cass Street
36	[Signature]	[Signature]	14 Cass St, Green Hill

2

8

- 37 Susan L bleal 14 Cass St. Exeter, NH
- 38 ~~Fonka L MEYERS~~ 14 CASS ST - EXETER, N.H.
- 39 ~~Tom Rose~~ 6 CASS ST EXETER, NH
- 40 ~~Sue Rose~~ 6 CASS ST EXETER, NH
- 41 Ella Victoria Richards Ella Victoria Richards 25 Cass St
- 42 ~~Chloe Richards~~ Chloe Richards 25 Cass St.
- 43 ~~Tania Albert~~ Tania Albert 5 Dewey St.
- 44 ~~Dale Albert~~ Dale Albert 5 Dewey St
- 45 Heather Wheeler Heather Wheeler 284 Water St.
- 46 CHRISTOPHER THURBER 32 PARK ST. ~~Almond~~
- 47 Patricia Henderson Patricia Henderson 10-12 Cass Street
- 48 ~~Margaret C. Schoene~~ Margaret C. Schoene 22 Green St.
- 49 ~~Abigail Henry~~ Abigail Henry 286 Water St.
- 50 ~~Christyne Henry~~ Christyne Henry 286 Water St.
- 51 ~~Brian Henry~~ Brian Henry 286 Water St.
- 52 ~~Shimily Drohan~~ Shimily Drohan 288 Water St.
- 53 ~~DM Drohan~~ DM Drohan 288 Water St.
- 54 ~~Ali Bowen~~ Ali Bowen 26 Summer St.
- 55 ~~Lindsay Spnnett~~ Lindsay Spnnett 1 Salem St.
- 56 ~~1 Salem St~~ 1 Salem St
- 57 ~~Al Spinale~~ Al Spinale 18 Summer St
- 58 ~~Jessica Purdy~~ Jessica Purdy 8 Summer St.
- 59 ~~Julia Lavine~~ Julia Lavine 8 Cass St.
- 60 ~~David Prend~~ David Prend 8 Cass St.
- 61 Barbara Rinkunas Barbara Rinkunas 15 Cass St.



20 Cass St
August 2024



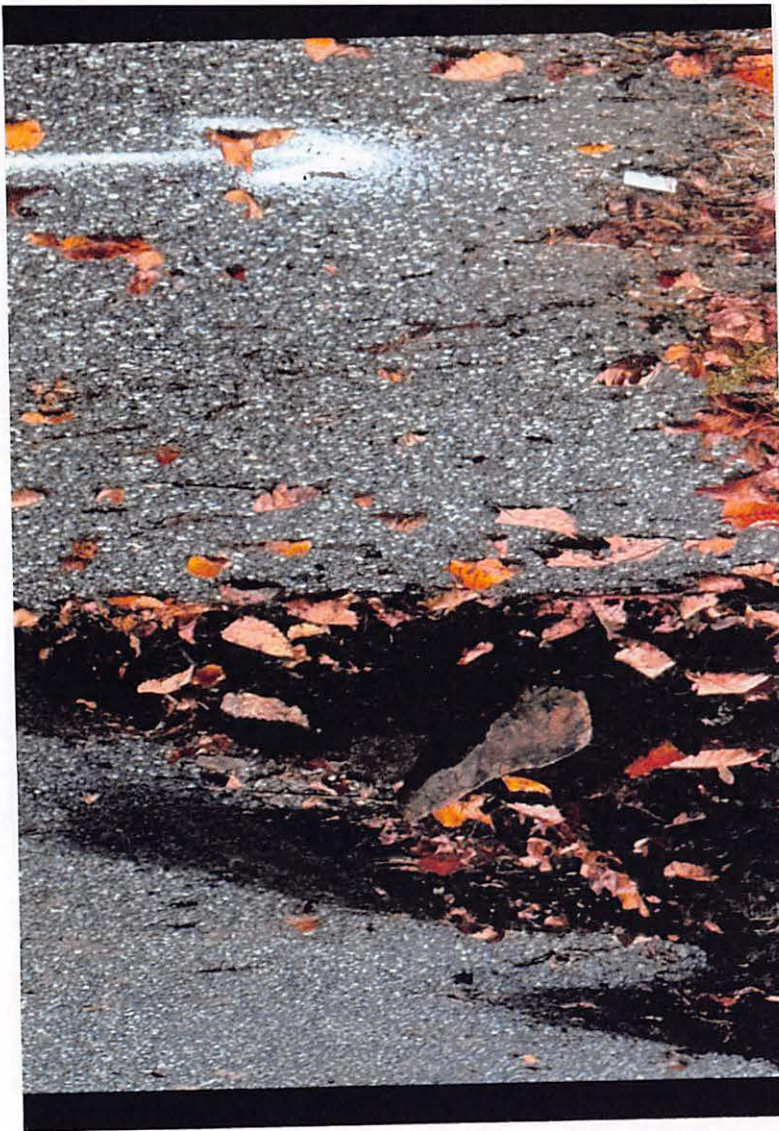
20 Cass St. Sept 2025



20 Cass St Sept 2025



AO Cassf
Sept 2025



20. Cass St.
Sept 2025

Good evening. My name is Kelley Richards and I am a resident of Exeter at 25 Cass Street.

This evening I am speaking on behalf of myself and my neighbors. We wish to respectfully voice our opposition to the proposed amendment to change the Parking Regulations on Cass Street.

We have read the proposal and would first like to correct the record. This request was made by a resident at 20 Cass Street, not 22 Cass Street as indicated in the memorandum you received.

In the proposal, the resident at 20 Cass Street cites 'safety concerns' and concerns about 'accessing their driveway' as the impetus for these changes.

We have prepared copies of an exhibit binder that we would like to submit as evidence.

Exhibit A outlines the Town of Exeter Chapter 1 Parking Regulations, section 100.1f, which prohibits parking within 30 feet of an intersecting street or road. The proposed parking request attempts to expand restricted parking to a point of 170 feet from the intersection. Whereas the town already observes a 15 foot parking prohibition at this intersection, the proposal would therefore extend the no parking zone by an additional 155 feet.

Given the significance of this request, we first considered the purported safety concerns of the proposal. Included in **Exhibit B** you will find a copy of the 2022 Town of Exeter Intersection Evaluation, a study that was conducted to evaluate safety concerns town-wide. Eighty-eight local intersections were evaluated and ranked in order of recorded crashes. They are listed on pages 3 and 4 of the document. Cass Street, nor Park Street, appear at all on this list.

We then reached out to the Records Department of Exeter Police to inquire if there have been any accidents reported at this intersection. The response was no.

Furthermore, in early 2025, the Park Street Bridge was permanently closed, which has resulted in a significant drop in traffic in the neighborhood.

We therefore find no evidence to support claims of safety issues regarding allowable on-street parking at this intersection.

Additionally, we find that the request to restrict parking to a point 170 feet from the intersection will have a negative impact on neighbors who live on our street. Many neighbors park their cars on the street in front of their homes, and have done so for decades. The proposed restriction would create a hardship for these families. Please see **Exhibit C** for evidence of lot frontage for the residents of 18, 20, and 22 Cass Street, indicating how the proposed restriction would impact their current on-street parking privileges.

Families whose children attend Main Street School also utilize on-street parking intermittently during the day. Since a no parking zone already exists on the easterly side of the street, the entire length from 7:30 am to 3:30 pm on school days, these families would be similarly impacted by this proposal. Parking that is now allowed on the westerly side of the street would be diminished by an additional 155 feet given this proposal.

We are also concerned about the dangerous precedent this proposal would set if one resident's personal wishes were granted at the expense of the general public's lawful use of the roadway. The petitioner raises concerns about 'accessing their driveway' and has in fact petitioned to have a personal 'no parking' zone established in front of their house.

To achieve this end, the resident has systematically built out their front lawn onto the paved roadway to enlarge their property boundary. Since 2024, they have dumped loads of dirt onto the asphalt, planting grass seed and using rocks, broken bricks, and granite pavers to create a front lawn which stretches an additional three to four feet into the public roadway. Large safety cones have been used to further discourage parking on the roadway.

Given that, their concerns about 'driveway access' seem contradictory. When placing obstructions in the road, the resident is in fact impeding vehicular traffic and obstructing their own driveway access. This is in violation of Chapter 5 of Exeter's Highway Use Regulations, noted in **Exhibit D** whereby 'No person, firm or corporation shall place any object, item or material, or allow or cause any object, item, or material to be placed, upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot, so as to obstruct vehicle or pedestrian traffic. Such objects shall include, but not be limited to, snow, ice, dirt, gravel, sand, signs or other obstructions'.

Photo evidence is provided in **Exhibit D** as well.

In closing, we reiterate that we respectfully oppose the proposed amendment to change the Parking Regulations on Cass Street. We find no credible evidence of safety concerns regarding the intersection with Park Street, nor the on-street parking. The proposed changes would have a negative impact on the neighborhood and local families as well as set a bad precedent for other residents to petition for similar considerations, potentially causing havoc throughout the town.

We also forcefully object to the petitioner's deliberate obstruction of the public roadway on Cass Street, and respectfully request that the impediments be immediately removed. This we consider a safety hazard.

Thank you for your time.

For the record, I would like to recognize the residents of the Cass and Park street neighborhood who have signed this statement and are in attendance this evening.

years on Cass St neighborhood

Kelley Richards Kelley Richards, 25 Cass Street (19 years)

Robert G. Richards Rob RICHARDS, 25 Cass Street (19 years)

Simonida Thuber SIMONIDA THURBER, 32 Park St. (25 years)

Chris Thuber Chris Thuber, 32 Park St. (25 years)

Julie Rose Julie Rose 6 Cass Street (6 years)

Tom Rose Tom Rose 6 Cass Street (6 years)

years on Cass St./
neighbourhood

Jacqueline Rockel Jackie Rockel 31 Park St. (43 years)
Julia Lavine 8 Cass St. (5 years)
Benjamin Morse Benjamin Morse 4 Cass Street (17 years)
Elizabeth Morse 4 Cass Street (17 years)
Susan L Heald Susan L Heald 14 Cass Street (36 years)
Walter Scott Carlisle Walter Scott Carlisle 14 Cass Street 4th generation
Tonya L Nevers Tonya L Nevers 14 Cass Street 1948-2008
Alden Lewis Alden Lewis 12 Cass St 3 yrs 1991 on
Patricia Henderson 10 Cass St Patricia Henderson 20 years
Richard J. Page 18 Cass St Richard J. Page 27 years
Marynia C. Page 18 Cass St. Marynia Page 27 years
Christine Page 18 Cass St. Christine Page, 27 years
Ella Victoria Richards Ella Victoria Richards 25 Cass Street, 19 years
Barbara Rimkunas Barbara Rimkunas 15 Cass St. Exeter, 30 years
Kerol Freese Kerol Freese 11 Cass St Exeter (38 yrs)
Natalie (Ewing) Wybranowski Natalie Wybranowski 5 Cass St Exeter - 13 yrs
Ronald Wybranowski Ronald Wybranowski 5 Cass St Exeter - 13 yrs
Karen Lemire Karen Lemire 3 Summer St Exeter 15 yrs
Tom Crote Tom Crote 37 Park St Exeter 30 years
Kayoko Tazawa Kayoko Tazawa 22 Cass St. Exeter 17 years

PARK ST.

PARK ST.

Park St

Summr.



KEY:
 residents opposed to parking change

CASS ST.

Green St

Cass St

Proposed Change to Parking Regulations - Cass Street

Index

Exhibit A

Town of Exeter Chapter 1 Parking Regulations

Exhibit B

2022 Town of Exeter intersection evaluation

Email from Records Department, Town of Exeter Police Department

Exhibit C

Town of Exeter Department of Public Works maps

Property deeds of 18, 20 and 22 Cass St

Exhibit D

Town of Exeter Chapter 5 Highway Use Regulations

2025 letter to Town Manager

Photo evidence of roadway obstruction at 20 Cass Street

Submitted by Kelley Richards

25 Cass Street

Exeter, NH

kgrautski@gmail.com

A

CHAPTER 1 PARKING REGULATIONS

100 Definitions

100.1 Abandoned Vehicles

For the purpose of this Chapter only, an abandoned vehicle is one that is parked in violation of any provisions of this Chapter for a period of time greater than 24 hours.

100.2 Bus or Taxi Stands

Areas and particular locations along traveled ways, which are officially designated by signs indicating that only buses and taxis may stand or stop at that location.

100.3 Crosswalk

Any portion of the roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface.

100.4 Districts

- a. **Business District**: The territory contiguous to a highway in which fifty percent or more of the frontage thereon for a distance of 300 feet or more is occupied by dwellings or by dwellings and buildings in use for business.
- b. **Urban Residence District**: The territory contiguous to a highway not comprising a business district when the frontage on such highway for a distance of 300 feet or more is mainly occupied by dwellings or by dwellings and buildings in use for business.
- c. **Rural Residence District**: The territory contiguous to a highway not comprising a business or urban residence district, in which the frontage on such highway for a distance of one-half mile or more, is mainly occupied by dwellings or by dwellings and buildings in use for business on any one side.

100.5 Fire Lanes

The portion of a traveled way established on private property, devoted to public use, where the parking of motor vehicles or other obstructions may interfere with the ingress and egress of Fire Department or other emergency vehicles at shopping centers, bowling lanes, theaters, hospitals, churches and similar locations.

100.5 (a) Exemptions

Restriction described in this section shall not apply to vehicles engaged in commercial loading and unloading where the vehicle is attended and no other means of loading are available.

A

100.6 Intersection

The area bounded by the prolongation of the lateral curb lines or the lateral boundary lines of two highways.

100.7 Official Time

Time designated herein shall be standard or daylight, whichever shall be in force.

100.8 Persons, Drivers, Pedestrians

- a. Person: Every natural person, firm, co-partnership, association or corporation.
- b. Driver: Every person who drives or is in physical control of a vehicle.
- c. Pedestrian: A person on foot.

100.9 Police Officer

An officer of the municipal police department or any person authorized to direct or regulate traffic or to make arrests for violations or traffic regulations.

100.10 Railroads

- a. Railroads: A carrier of persons or property; cars operated upon stationary rails.
- b. Railroad Train: A steam engine, electric, diesel or other motor vehicle with or without cars coupled thereto, operated upon stationary rails.

100.11 Right-of-Way

The privilege of the immediate use of the road.

100.12 Safety Zone

The area or space officially set apart within a roadway as a safety zone for the exclusive use of pedestrians and so marked or indicated by inadequate signs as to be plainly visible at all times.

100.13 Traffic

Pedestrians, draft animals, cattle, sheep, goats, vehicle or other conveyances while using the street for the purpose of travel.

100.14 Traffic Control Devices

- a. All signs, signals, markings and devices not inconsistent with these regulations erected pursuant to proper authority for the purpose of regulations, warning or guiding traffic.
- b. Traffic signals, mechanically or electrically operated, by which traffic is alternately directed to stop and proceed, erected pursuant to authority.

100.15 Traffic Movements

- a. Stop: When required, means complete cessation of movement.
- b. Stop or Stopping: When prohibited, means any stopping of a vehicle except when necessary to avoid conflict with the other traffic or in compliance with the direction of a police officer or traffic control sign or signal.

100.16 Traveled Ways

- a. Street or Highway: The entire width between boundary lines of every public way or place of whatever nature used by the members of the public for the purpose of vehicular traffic.
- b. Private Road or Driveway: Every way or place in private ownership and used for traffic by the owner and those having express or implied permission from the owner.
- c. Roadway: That portion of the street improved, designed or ordinarily used for vehicular travel whether defined by a curbstone or not.
- d. Curb: The lateral boundaries of that portion of the street improved, designed or ordinarily used for vehicular travel whether defined by a curbstone or not.
- e. Sidewalk: That portion of the street between the curb lines and adjacent property lines, intended for pedestrian use.
- f. Alley: A public, narrow passage or way between buildings within the compact area of the town.

100.17 Vehicles

- a. Vehicles: Every device in, upon or by which any person or property is or may be transported or drawn upon a highway.
- b. Motor vehicles: Every vehicle that is self-propelled.
- c. Authorized Emergency Vehicles: Fire and Police Department vehicles and such other vehicles so designated by the Director of the Division of Motor Vehicles or the Board of Selectman of Exeter, New Hampshire.

100.18 Weekdays

Shall mean Monday, Tuesday, Wednesday, Thursday, Friday and Saturday.

101 No Parking Zones

It shall be unlawful for any person to stop, stand or park a motor vehicle at any time contrary to any of the following provisions of this Section unless otherwise directed by a Police Officer.

101.1 Parking Prohibited in Specific Places

- a. on a public sidewalk
- b. on a public crosswalk
- c. within an intersection
- d. in front of a public or private driveway
- e. within 15 feet of a fire hydrant or sprinkler supply head
- f. within 30 feet of an intersecting street or road
- g. within 75 feet of a fire station entrance
- h. along the side of or opposite any street or excavation or obstruction when such parking will obstruct traffic.
- i. upon any bridge or elevated structure upon a highway or within a highway tunnel
- j. at any place where official signs prohibit parking or stopping
- k. within any designated fire lane
- l. on the road side of any vehicle stopped or parked at the edge or curb, of any street
- m. on the roadway when the vehicle, parallel parked, has its right wheels more than 12 inches from the curb or edge of the road.
- n. on railroad tracks
- o. on the travel portion of any roadway so as to obstruct the movement of traffic in the travel lane.
- p. at a designated bus or taxi stop.
- q. on a public way when any wheel of a parked vehicle is beyond the painted lines in the roadway
- r. in any posted area on Town Property
- s. upon any roadway when the principal purpose is displaying the vehicle for sale
- t. in zones designed for handicapped parking.
- u. in a designated loading or unloading zone
- v. in a Town Office parking lot weekdays from 0600 to 1800 hours without valid permit

101.2 Parking Prohibited on Specific Streets

Auburn Street	Both sides of the street for a distance 350 feet easterly from Portsmouth Ave.
Bow Street	Southerly side of street from Court to South. Northerly side from Court to Clifford.
Browns Court	East side of street
Buzell Avenue	East side of street
Cass Street	Easterly side of street, entire length 7:30 a.m. to 3:30 p.m. on school days only.
Center Street	West side of the street between Front Street and the Municipal Parking Lot. East side of the street 120 feet north from Front Street.

Charter Street	East side of street from Front Street to a point 90 feet south of Vine Street. West side of street between Vine and Myrtle Streets
Chestnut Street	East side of street from Pleasant Street to Jady Hill Avenue and west side of street from 380' north of String Bridge to Jady Hill Avenue.
Clifford Street	East side of Street. Loading zone on west side of street.
Cottage Street	East side of street.
Court Street	East side of street from South Street to Front Street. West side of street from Intersection of Front Street to 180' feet south of Maple Street. Southeast side of street from Elm Street to Elliot Street. Northeast side of street no parking for 320 fee from Elm Street to Elliot Street.
Elliot Street	West side from Front Street to Grove Street.
Elm Street	West side of street from 15' north of Gilman House parking lot entrance to 15' south of entrance to Student Center/Library/Dining Hall driveway; 15' north and south of entrance to parking area behind Elm Street dining hall.
Epping Road Extension	Both sides of street the length of Epping Road Extension.
Front Street	South side of street for a distance of 60 feet west of Linden Street and between Elm Street and Post Office driveway. North side from Kossuth Street to B&M Railroad Crossing. From Arbor Street to hydrant across from Inn at Exeter. South side from point approximately 100 feet east of Pine Street for approximately 25 feet in easterly direction. South side from Elliot Street westerly for 50'. South side from Elliot easterly for 220'. South side from Elm Street westerly for 50'. North side from Tan Lane westerly for 50'. North side from Tan Lane intersection easterly for 80'. Northerly side of street from approximately 100 feet west of the PEA arches to Tan Lane.
Garfield Court	Entire side of street.
Gill Street	North side of Gill Street (extension) for a distance of 50 feet from Linden. Entire south side of Gill Street (extension). Entire west side from Front Street.
Gilman Street	Both sides from Court Street to the entrance to the foot-bridge.
Green Street	Southerly side of Green Street, entire length 7:30 a.m. to 3:30 p.m. on school days only. Both sides 100 feet from intersection of Green and Cass Streets.
Hall Court	Both sides of street from High Street to Hall Place.
Hall Place	Both sides of street from Pleasant Street east 340 feet and 100 feet southerly.
Hampton Road	Both sides of street from High Street to Exeter/Hampton town line.

High Street	Both sides of street from Clifford Street to Portsmouth Avenue. North curb line from Portsmouth Avenue to Hampton Road. South curb line from 180' east of Gardner Street to Hampton Road. South curb line from 180' east of Gardner Street to Hampton Road.
Highland Street	South side from Portsmouth Avenue to Prospect Street.
Kossuth Street Lincoln Street	Both sides of street. Westerly side of street beginning 175 feet from the corner of Main Street and running approximately 530 feet southwest along Lincoln Street.
Linden Street	East side of street from Pine Street to Gary Lane. West side of street for a distance of 200 feet south of Gill Street and for a distance of 80' south of Front Street.
Main Street	Both sides of street from Harvard to Winter Street. North side from Water to Cass Street; south side from Spring to westerly property boundary of Main Street School. South side from railroad tracks to Harvard Street.
Maple Street	South side of street.
Marlboro Street Marston Street Mill Street	West side of street West side of street Southerly from Front Street for 75 feet.
Pickpocket Road	North side of the street for a distance of 450' west of Kingston Road.
Pine Grove Road Pleasant Street	Within rotary, either side. East side of street, from High Street to Hall Place. West side of street for a distance of 50 feet south from Library parking lot entrance.
Portsmouth Avenue Prospect Avenue	Both sides of street. East side of street from Auburn to Highland Avenue
Prospect Street	North side of street and south side for distance of 100 feet from Portsmouth Avenue.
Railroad Avenue	West side of street from Front to Winter Streets.
River Street Rockingham Street	West side of street. North side of street.
Spring Street School Street	West side of street. Westerly side from Front Street to Garfield Street.
South Street	Both sides from Court to River Street Extension. Southerly side, between Court Street and Senior Citizen's parking lot.
String Bridge	Both sides of street from Water Street to Chestnut Street except 60 feet allowed on northerly and southerly sides opposite library.
Swasey Parkway	West side of the street from Newfields Road to turnaround.
Tan Lane Union Street	East side of street. Westerly side from Front Street to Garfield Street.
Vine Street	North side of street, from Charter to Sanborn Streets.

Water Street	West side of street, from Main Street to Green Street, and from Center Street to the driveway of the Exeter Town Hall. West side of street from Park Street to Main Street. East side of street utility pole # 767 and utility pole # 770. Two loading zones designed & posted in front of # 33 & # 159 except for loading purposes limited to 30 minutes.
Waterfront Park Westside Drive	Entrance to boat ramp except while loading/unloading. Both sides of street, 180 feet east of the intersection of Front Street.
Woodlawn Circle	West side, 440 feet from Chestnut Street intersection.

101.3 Winter Parking

All night parking is permitted on Pleasant Street provided proper application is made to the office of the Town Manager and permit is issued in compliance with rules established by the Board of Selectman & Town Manager. All night parking is permitted in designated areas, as marked, in Town Lots (Water St., Kossuth/Front streets, Train Station and Center Street) without a permit. Winter parking ban is December 1 through March 15 each year. For questions regarding snow removal, contact DPW or Police Dispatch.

101.4 Parking Prohibited

It shall be unlawful to park a boat trailer, utility trailer or camper in any municipal parking lot between the hours of 12:00 midnight and 6:00AM with the exception of the parking allowed under Section 103.8.

102 Restricted Parking

It shall be unlawful for any person to stop, stand or park a motor vehicle contrary to any of the following provisions of this section unless otherwise directed by a Police Officer.

102.2 Winter Parking Ban

Within the Town of Exeter, from December 1 to March 15, no parking is permitted on any public street between 12 midnight and 6:00AM. Refer to 101.3 for parking areas in town's R-O-W.

102.3 Parks and Commons

In any town-owned park, common, playground or recreational area between the hours of 9:00PM and 6:00AM

102.4 School Hours Restrictions

On the following streets during the normal school hours: Linden Street. West side from a point 200 feet south of Gill Street to the intersection of Gary Lane.

102.5 Public Safety Complex

Parking lot unless on official public safety business.

102.6 Snow Emergency

In the event of a predicted or on-going severe winter snowstorm requiring enhanced actions maintaining snow plowing and/or removal as deemed necessary by the DPW Director, a "Snow Emergency" shall be called by the Police Chief. The Chief shall contact the news media, including local radio station(s) to notify the public that a ban exists and shall specify the start of the snow emergency and shall estimate when same will be called off. It shall be unlawful for any person having the custody and/or control of any vehicle to park or cause the same to be parked within the public R-O-W during a snow emergency. Vehicles interfering with snow plowing and/or removal operations shall be towed and stored at the owner's expense.

102.7 Emergency/Special Event Temporary Parking Restrictions

The Chief of Police is authorized and empowered, in coordination with the Town Manager, to make and enforce temporary parking regulations to cover emergencies, special conditions and special events.

103 Limited Parking

It shall be unlawful for any person to stop, stand or park a motor vehicle contrary to the time restriction in this section unless otherwise directed by a Police Officer.

103.1 Two – Hour Parking Limit

Center Street	Both sides of street from Water Street to the municipal parking lot.
Front Street	Center Isle at the Bandstand: Westerly side from Water Street to the driveway of Congregational Church. Easterly side from Water to Court Street. Northerly side of the street beginning 20 feet from the corner of Spring Street and running approximately 220 feet southwest along Front Street.
Lincoln Street	Westerly side of street beginning 175 feet from the corner of Main Street and running approximately 530 feet Southwest along Lincoln Street.
Spring Street String Bridge	From William's Court south 100' to Front Street, on east side. Both sides from Water to Chestnut in 60' of spaces allowed opposite Library.
Water Street	Both sides from Clifford Street to Main Street except between Center Street and Town Hall driveway.

103.2 Two – Hour Parking Limit School Hours

103.3 One – Hour Parking Limit

Franklin Street Front Street	In front on Long Block on the northerly side. North side of street for a distance of 80 feet west of Railroad Avenue.
---------------------------------	--

103.4 One – Hour Parking Limit School Hours

Gill Street	North side of Gill Street (extension) from Gill Street to 50' from Linden. Entire east side from Front Street.
-------------	--

Linden Street	West side of street from Front Street to Gill Street.
---------------	---

103.5 30 – Minute Parking Limit School Hours

Linden Street	West side in the designated spaces.
---------------	-------------------------------------

103.6 30 – Minute Parking Limit

Bow Street Front Street	South side adjacent to the Public Safety Complex. Monday through Saturday: North side from the driveway of First Congregational Church to Center Street. South side from Court Street to 5 spaces east of driveway of the U.S. Post Office. In front of 148-152 Front Street, south side.
----------------------------	--

Front Street	During State and Federal Elections, Primary and General. Center Isle at the Bandstand; Westerly side from Water Street to the driveway of Congregational Church. Easterly side from Water to Court Street.
--------------	--

103.7 15 – Minute Parking Limit

Front Street	South side, 4 spaces east of Post Office entrance, Monday through Saturday.
--------------	---

103.8 Restricted Parking – Vehicles with boat trailers

Robert H. Stewart Park	4 designated spaces reserved for vehicles w/boat trailers between April 1st and November 5th.
------------------------	---

103.9 Restricted Parking – Motorcycle Parking Only

Front Street	1 designated space in front of 14 Front (up to 2 motorcycles)
Water Street	1 designated space in front of 55 Water St. (1 motorcycle only)
Water Street	1 designated space on southerly side of municipal parking lot (up to 3 cycles)

103.10 Robert H. Stewart Park: Parking space at island to Boat Launch for Harbor Master.

110 Penalties

A person violating any provision of Chapter 1 of the Traffic Code shall be punished by a fine of not more than one hundred (\$100) dollars for each offense, except that optional procedures set forth in Section 110.1 may be used in lieu of court proceedings for violations of Chapter 1.

110.1 Procedures in Paying Penalties for Extended Time Parking Tickets

The operator or owner may, within 72 hours of the time when a notice of a violation of Chapter 1 was attached to the vehicles, pay to the Clerk of the Exeter Police Department by mail or personal appearance the sum of ten (\$10.00) dollars, for the first offense, as a penalty in lieu of court proceedings, except in reference to 101.1 (t) where the penalty is a minimum of two hundred fifty (\$250.00) dollars per offense (eff. 1/1/04). In the case of a second offense in the same day, the fine shall be fifteen (\$15.00) dollars and in the case of a third offense in the same day, the fine shall be twenty-five (\$25.00) dollars.

Failure by the operator or owner to make such payment will result in a second written notice of the violation. Failure by the operator or owner to make such payment within five (5) days after the second notice is sent, may result in the issuance of a summons to the operator to appear in Exeter District Court to answer to charges of violating the ordinance.

110.2 Owner Responsibility

A person shall not allow, permit or suffer a vehicle registered in his name to stop, stand or park in violation of any ordinances of the Town of Exeter controlling the stopping, standing or parking of vehicles and the owner or person in whose name such vehicle is registered shall be held prima-facie responsible for such violation.

110.3 Towing

The Police Department is authorized to remove and tow away, or have removed and towed away by commercial towing service, any abandoned vehicle, or other vehicle illegally parked in a place where it creates or constitutes a traffic hazard, blocks the use of a fire hydrant, blocks the use of a driveway, either public or private, or obstructs or may obstruct snow removal operations in a safe place, and shall be restored to the owner or operator upon payment of all fees for towing and storage.

TECHNICAL MEMORANDUM

Exeter Intersection Evaluations

Town wide evaluations and recommendations

PREPARED FOR



Town of Exeter
Public Works Department
13 Newfields Road
Exeter, NH, 03833

PREPARED BY



2 Bedford Farms Drive
Suite 200
Bedford, NH 03110-6532
603.391.3900

July 5, 20221

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Traffic an Safety Evaluations



1

Introduction

This study was conducted in response to the Town of Exeter's desire to conduct a safety and operations-based town-wide evaluation of intersections on Town roadways that would inform decisions on the expenditure of funds from the Town's Capital Improvement Plan (CIP). This study includes conceptual design plans and associated cost estimates for the four focus intersections.

1.1 Traffic and Safety Evaluations

The first phase of this study included an evaluation of crash data provided by the Exeter Police Department. Eighty-eight intersections were ranked in descending order according to the number of recorded crashes and a top ten list with the highest crash history was generated.

VHB then examined traffic congestion at the intersections based on historic peak hour traffic conditions as shown on the Google Maps platform. (A historic lookback was performed since the evaluations were conducted during the pandemic when traffic volumes were suppressed.)

VHB cross referenced the ten highest crash rate intersections, the six 2018 Master Plan priority intersections and the four 2019 Warrant Article intersections with the crash data.

VHB also conducted field reviews of these twenty intersections to help understand the factors that may be contributing to the congestion and the crash rates.

Subsequent to providing the Town with a memorandum that summarized the traffic and safety observations VHB was instructed to focus on the four 2019 Warrant Article intersections for the conceptual design evaluations. A copy of the traffic and safety evaluation memo is attached for informational purposes. Below is a table showing the crash rankings and data and operational characteristics of the four intersections. The times listed under the "Weekday Time Periods of Traffic Delays" column represent those periods that typically experience delays during the critical time periods (i.e., 7-8 AM, 8-9 AM, 11 AM-2 PM, 4-5 PM, and 5-6 PM).

2019 Warrant Article 23 Intersections

Overall Town-Wide Crash Ranking and Intersection	Reported Collisions (Total/Annual Average) ^a	Traffic Control Type	Jurisdiction ^b	Weekday Time Periods of Traffic Delays ^c
2. Water Street (NH 111A) and Front Street (NH 108/111)	36/5.8	Unsignalized	Town of Exeter	7:55 AM 8:45 AM 12:15 PM 4 PM 5 PM
27. Front Street (NH 111A), Pine Street, and Linden Street	6/1.0	Unsignalized	Town of Exeter	7:35 AM 8:30 AM 1:45 PM 4:30 PM 5:10 PM
28. Water Street (NH 27), High Street (NH 27), Clifford Street, and Franklin Street	6/1.0	Unsignalized	Town of Exeter	7:55 AM 8:45 AM 12:15 PM 4 PM 5 PM
53. Winter Street, Railroad Avenue, and Columbus Avenue	3/0.5	Unsignalized	Town of Exeter	7 AM 8 AM 11:40 AM 4 PM

A complete listing of crash data from 2014 to 2020 is shown on the following two pages. Intersections are ranked by number of reported crashes in descending order.

Rank	Main Roadway	Intersecting Road	Crashes
1	Epping	Rt. 101	41
2	Front	Water	36
3	Portsmouth	Holland	27
4	Newfields	RR Bridge	27
5	Epping	Brentwood	25
6	North Hampton	Rt. 101	20
7	Hampton	Holland	19
8	Portsmouth	Alumni	19
9	Epping	Industrial (Front Row)	17
10	Epping	Beech Hill	15
11	Epping	Cronin (AllTown)	14
12	High	Portsmouth	13
13	Newfields	Rt. 101	13
14	Epping	Park	9
15	Epping	Winter St.	9
16	High	Gilman	9
17	High	Pleasant	9
18	Epping	Blue Hawk	8
19	Hampton	Ashbrook	8
20	Front	Court	8
21	Epping	Watson	7
22	High	Buzzel	7
23	Portsmouth	Auburn	7
24	Front	Arches	7
25	Hampton Falls	Ashbrook	6
26	Front	Lincoln	6
27	Front	Linden / Pine	6
28	Water	Clifford	6
29	Kingston	Powder Mill	6
30	Main	Winter / Epping	6
31	Portsmouth	Greenhill	5
32	Main	Tan	5
33	Main	Lincoln	5
34	Epping	Kings Way	4
35	Epping	Continental	4
36	Epping	Pine	4
37	High	Drinkwater	4
38	Brentwood	Washington	4
39	Front	Washington	4
40	Court	Gary	4
41	Newfields	Walter's Way	4
42	Hampton	Guinea	3
43	Hampton	North Hampton	3
44	Front	Elm / Spring	3

Rank	Main Roadway	Intersecting Road	Crashes
45	Front	Elliot	3
46	Front	Center	3
47	Water	Summer	3
48	Water	Center	3
49	Water	Main	3
50	Kingston	John West	3
51	Court	Maple	3
52	Linden	Gary	3
53	Winter	Columbus / Railroad	3
54	Newfields	Swasey	3
55	Epping	Old Town Farm	2
56	Epping	Colcord Pond	2
57	North Hampton	Nathaniel	2
58	High	Hall Ct	2
59	High	Hampton Falls	2
60	Portsmouth	Highland	2
61	Brentwood	Crestview	2
62	Front	Winter St.	2
63	Front	Tan	2
64	Front	Gukk	2
65	Kingston	Ernest	2
66	Kingston	Tamirind	2
67	Kingston	Cross	2
68	Court	Gilman	2
69	Linden	Gill	2
70	Epping	Comings Ct.	1
71	Epping	Anna Louise	1
72	Epping	McKay	1
73	Epping	Brookside	1
74	Hampton	Exeter Farms	1
75	Hampton	Acadia	1
76	Hampton	Fuller	1
77	High	Windmere	1
78	High	Appledore	1
79	High	Marlboro	1
80	High	Wheelwright	1
81	High	Folsum	1
82	Brentwood	Little River	1
83	Brentwood	Dollof Farm	1
84	Brentwood	Greenleaf	1
85	Brentwood	Dogtown	1
86	Front	Hobart	1
87	Front	School	1
88	Linden	Kimball	1

2

Focus Intersections

The following four intersections were identified by the Town for potential improvements based on previously established Town priorities and supported by the results of the traffic and safety findings.

- Front Street, Pine Street and Linden Street
- Water Street - High Street (NH Route 27), Clifford Street, and Franklin Street
- Winter Street, Columbus Avenue, and Railroad Avenue
- Water Street (NH Route 111) and Front Street (NH Route 111A)

The sections that follow provide a summary of findings and recommendations for each of these intersections.

Record of accidents Cass/Park St

4 messages

Kelley Richards <kgrautski@gmail.com> Wed, May 13, 2026 at 9:18 AM
To: "dkrafton@exeternh.gov" <dkrafton@exeternh.gov>

Hello Ms. Krafton,

Thank you for taking my call today in spite of your busy morning.

I am interested in finding out how many accidents have been recorded on my corner. Specifically, I am in search of the number of accidents that have taken place at the intersection of Park and Cass Street.

When I reviewed the Town Intersection Study completed in 2022 I found no data to indicate that there have been accidents on this corner.

Perhaps you could confirm this or inform me otherwise?

Thank you for your time.
Kelley Richard's

Dawn Krafton <dkrafton@exeternh.gov> Wed, May 13, 2026 at 9:18 AM
To: Kelley Richards <kgrautski@gmail.com>

I will look into this and get back to you.

[Quoted text hidden]

--

Dawn M. Krafton

*Exeter Police Department
20 Court Street
Exeter, NH 03833
603-772-1212*

***** CONFIDENTIALITY NOTICE*****

The information contained in this email may be legally privileged and confidential intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are notified that any dissemination, distribution, or copy of this email is strictly prohibited. If you have received this email in error, please notify by reply email and delete original. Thank You

Dawn Krafton <dkrafton@exeternh.gov> Thu, May 14, 2026 at 9:55 AM
To: Kelley Richards <kgrautski@gmail.com>

It seems there are not any there , however there are a couple at park and summer

[Quoted text hidden]

Kelley Richards <kgrautski@gmail.com> Thu, May 14, 2026 at 11:43 AM
To: Dawn Krafton <dkrafton@exeternh.gov>

Very good, thank you.
I appreciate your time.

[Quoted text hidden]

Park St

242.9'

63-232

107.56'

284.32'

175.75'

69.25'

63-230

22

70'S

175.75'

Cass St

25



Parcels - Lot Dimensions

Parcels

NH Highways

Interstate

US Highway

State Highway

Abutting Towns - Basemap

Transmission Lines - Basemap

Streets 2025

Streets - 1:144000

Streets - 1:18000

Trails - Basemap

Railroad - Basemap

Buildings 2025

Water - Basemap

TOE Parks & Recreation -

Conservation Land 2025

ROW - Basemap

Town Boundary - Basemap

184.78'

71.5'

174.5'

63-268

20

69'

176.0'

215.17'

63-229

230'S

245.87'

45'

63-267

18

49'

418.61'

423'

206.38'

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

63-256

31.9'

67

134 ft

63-266

14

232.8'

156.3'

129.78'

89'

15

63-269

204.12'

112.93'

63-270

11

63-265

99.4'

Printed on 05/12/2026 at 11:48 AM

Exeter DPW MapsOnline

C1

BK 3426 PG 1281

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that GUY M. HARN and CATHERINE H. HARN, husband and wife, of 18 Cass Street, Exeter, County of Rockingham, State of New Hampshire 03833,

FOR CONSIDERATION PAID, GRANT TO RICHARD J. PAGE and MARYNIA C. PAGE, husband and wife, of 42 Pine Meadows Drive, Exeter, County of Rockingham, State of New Hampshire 03833, as joint tenants with rights of survivorship,

WITH WARRANTY COVENANTS, the following described premises:

A certain lot or parcel of land, with the buildings thereon, situated in Exeter, County of Rockingham, State of New Hampshire, more particularly bounded and described as follows:

On the Westerly side of Cass Street and beginning at an iron post drive in the ground on said street at land now or formerly of Walter S. Carlisle, Sr.; thence Northerly by said street 49 feet, more or less, to an iron post driven in the ground at land formerly of Fred N. Heartz; thence Westerly by said Heartz land to land of the Boston & Maine Railroad, formerly of Edward V. Gilman; thence Southerly by said Boston & Maine Railroad land 45 feet, more or less, to land of said Carlisle; thence Easterly by said Carlisle land to said Cass Street and the bound begun at.

Meaning and intending to describe the same premises conveyed to Guy M. Harn and Catherine H. Harn, by Warranty Deed of Jennifer B. Hayden, dated September 24, 1992 and recorded at the Rockingham County Registry of Deeds at Book 2945, Page 691.

Grantors hereby release all rights of homestead and any other interests in and to the subject premises.

WITNESS our hands this 29th day of SEPTEMBER, 1999.

Kathleen M. Patenaude
Witness

Guy M. Harn
GUY M. HARN

Kathleen M. Patenaude
Witness

Catherine H. Harn
CATHERINE H. HARN

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

On this 29th day of SEP., 1999, personally appeared Guy M. Harn and Catherine H. Harn, known to me or satisfactorily proven to be the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same for the purposes therein contained.

Before me,

Kathleen M. Patenaude
Justice of the Peace Notary Public
KATHLEEN M. PATENAUDE
COMMISSIONER OF DEEDS

My Commission expires:

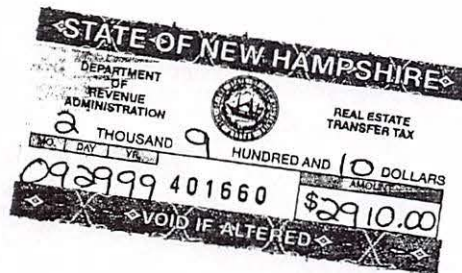
4/7/2004

Re: 18 Cass Street

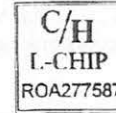
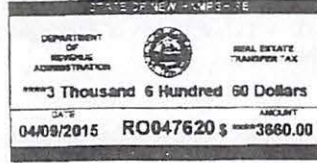
0063123

SEP 29 10 05 AM '99

ROCKINGHAM COUNTY
REGISTRY OF DEEDS



Return to:
Abigail Mathes Pitou
20 Cass Street
Exeter, NH 03833



2015 APR -9 AM 11: 24

012823

ROCKINGHAM COUNTY
REGISTRY OF DEEDS

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that Meredith J. Stolper, Single, of 1003 Camelot Drive, Exeter NH 03833, for consideration paid grant(s) to Abigail Mathes Pitou, Single, of 110 Raymond Road, Deerfield NH 03037, with WARRANTY COVENANTS:

A certain tract or parcel of land with the buildings thereon, situated on the Westerly side of Cass Street, in the Town of Exeter, County of Rockingham, and State of New Hampshire, bounded and described as follows:

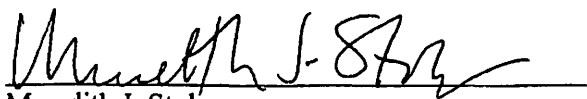
Beginning at a point on said street at land now or formerly of Walter R. Lang; thence Northerly along Cass Street sixty-nine(69)feet to land formerly of Jacob Carlisle, now or formerly of Faith Lewis et als; then Westerly on said Lewis land one hundred and seventy-four(174) feet six(6) inches to land now or formerly of Boston & Maine Railroad, seventy-one (71) feet six (6) inches to land of said Lang; thence Easterly by said Lang land to the point of beginning on said Cass Street.

Meaning and intending to describe and convey the same premises conveyed to Meredith J. Stolper by deed dated April 27, 1999 and recorded in the Rockingham County Registry of Deeds in Book 3385, Page 1564; and by Deed from Peter L. Stolper to Meredith J. Stolper dated January 18, 2013 and recorded at Book 5402, Page 1817 in said Registry.

The 20 Cass Street


This is not homestead property

Executed this 8 day of April, 2015.


Meredith J. Stolper

State of New Hampshire
County of Rockingham

Then personally appeared before me on this 8 day of April, 2015, the said Meredith J. Stolper and acknowledged the foregoing to be his/her/their voluntary act and deed.


Notary Public/Justice of the Peace
Commission expiration:



032160

2016 JUL 26 PM 1:53

ROCKINGHAM COUNTY
REGISTRY OF DEEDS



WARRANTY DEED

Kayoko Tazawa and Andrew Goodchild, husband and wife, of 22 Cass Street, Exeter, County of Rockingham and State of New Hampshire grant to Kayoko Tazawa of 22 Cass Street, Exeter, County of Rockingham and State of New Hampshire, with warranty covenants,

A certain parcel of land with the buildings thereon situate at the corner of Cass and Park Streets in Exeter, County of Rockingham, and State of New Hampshire, bounded and described as follows:

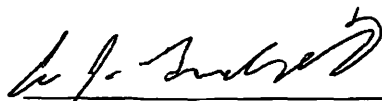
Beginning at an iron stake at the Northeast corner of land formerly of Jacob A. Carlisle; thence running Northerly sixty-nine (69) feet, three (3) inches, to the corner of Cass and Park Streets; thence running Westerly one hundred seventy-five (175) feet, nine (9) inches, along Park Street to land formerly of E. V. Gilman; thence turning and running Southerly sixty-nine (69) feet, three (3) inches, along said Gilman land to an iron stake; thence running in a straight line one hundred seventy-five (175) feet, nine (9) inches, to the point of beginning. Containing one-fourth of an acre, more or less.

Being the same premises conveyed to grantors by deed dated May 19, 2009 and recorded in Rockingham County Registry of Deeds, Book 5013, Page 0569.

The grantor, Andrew Goodchild, herein releases his homestead rights and other interests therein.

[He: 22 Cass Street]

Witness my hand and seal this 26th day of July, 2016.



Andrew Goodchild

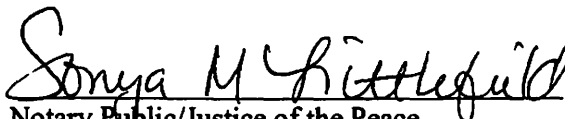
State of New Hampshire
County of Rockingham

July 26, 2016

Personally appeared, before me, the above-named, Andrew Goodchild, known to me or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument and acknowledged that he executed the same for the purposes therein contained.

Before me,





Notary Public/Justice of the Peace
My commission expires:
Affix Seal

Witness my hand and seal this 26 day of July, 2016.



Kayoko Tazawa

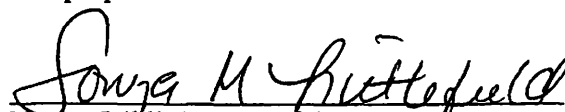
State of New Hampshire
County of Rockingham

July 26, 2016

Personally appeared, before me, the above-named Kayoko Tawawa, known to me or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument and acknowledged that she executed the same for the purposes therein contained.

Before me,





Notary Public/Justice of the Peace
My commission expires:
Affix Seal

CHAPTER 5 HIGHWAY USE REGULATIONS

501 Snow Removal

No person, firm or corporation engaged in the operation of snow plowing, blowing or removing shall allow, or cause any accumulations of snow to obstruct or impair any town-maintained street, roadway, sidewalk, parking lot or right-of-way, unless such operations are approved by the Director of the Exeter Public Works Department.

501.1 Fire Hydrants

No person, firm or corporation shall place any object, item or material, or allow or cause any object, item or material to be placed upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot, so as to obstruct vehicle or pedestrian traffic. Such objects shall include, but not be limited to, snow ice, dirt, gravel, sand, signs or other obstructions.

502 Highway and Sidewalk Obstruction

No person, firm or corporation shall place any object, item or material, or allow or cause any object, item or material to be placed, upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot, so as to obstruct vehicle or pedestrian traffic. Such objects shall include, but not be limited to, snow, ice, dirt, gravel, sand, signs or other obstructions.

502.1 Damage to Surface

No person, firm or corporation shall place any object, item or materials, or allow or cause any object, item or material to be placed upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot so as to damage the surface thereof.

502.2a Signs and Displays

502.2a(1) Sandwich board or A-frame signs are allowed only along the Waterfront Commercial zone and along the following downtown streets: Water Street between Great Bridge and Main Street, Center Street, and Front Street from Spring Street to Water Street. Only one sandwich board sign per business establishment shall be permitted. All sandwich board signs shall be removed at the end of the business day for the respective business.

502.2a(2) Dimensions and placement

To encourage signs that are of a quality design, and are appropriate in size and materials, sandwich board signs shall meet the following criteria:

(A) A sandwich board sign shall have dimensions no greater than 42 inches in height, 24 inches in width, and shall extend into the right-of-way or sidewalk no more than 24 inches.

(B) No balloons, flags, illumination or other decorations may be placed upon a sandwich board sign.

(C) Sandwich board signs may not be permitted on sidewalks where the width of the sidewalk will be significantly diminished by placement of the sign.

(D) Business establishments requesting a permit for a sandwich board sign shall demonstrate that the business has premises and general liability insurance in the amount of \$300,000/\$1 million, which contains coverage for said business' use and activity upon the right-of-way or sidewalk, and shall cause the Town of Exeter to be named as an additional insured under the policy.

502.2a(3) Permit Required

Any person, firm or corporation seeking to place a sandwich board sign in or on a public right-of-way or sidewalk under 502.2a shall apply to the Town's Building Inspector for a permit for such sign. Such application shall specify the proposed location of the sign and the design and materials of the sign along with a dimensioned drawing of the proposed sign. Any modifications to the sign after approval by the Building Inspector must be re-submitted for approval. If approved, the applicant will be issued a Town sandwich board sign sticker to be placed prominently on the outside surface of the sign.

502.2a(4) Any person, firm or corporation seeking to place a merchandise display in or on a public right-of-way or sidewalk shall apply to the Town's Building Inspector for a permit for such display. Such display shall also be limited to 24 inches in width and shall extend into the right-of-way or sidewalk no more than 24 inches.

(A) Any person, firm or corporation seeking the use of the sidewalk for an infrequent sidewalk sale shall petition the Board of Selectman, in a regular session, for permission to do so.

502.2b Directional Signs ("Blue Signs")

Any person, firm or corporation seeking the installation of a directional sign, also known as a "Blue Sign," to a place or establishment shall petition the Board of Selectman, in a regular session, for permission. Permission will only be considered for purposes of directing the public to a place or establishment that is not on a primary Town road. The petition shall clearly state the need of the posting places affected, the duration of the posting and pay the cost of the sign(s), which will be installed by the Department of Public Works after approval by the Board.

502.2c Political Campaign Signs

Political campaign signs are allowed pursuant to RSA 664:17.

502.2d Banners, Flags and Balloons

Flags, balloons or banner-type signs extending above or across the town's sidewalks are allowed provided that the lowest portion of any such object shall be no less than 7 feet above a sidewalk, and in no event shall such object extend over any town-maintained street, roadway or parking lot so as to obstruct vehicle or pedestrian traffic or the view of the street, roadway or parking lot. Any person, firm or corporation seeking the installation of a special event banner extending across the town's roadways or rights-of-way shall petition the Board of Selectman, in a regular session, for permission.

502.2e Right-of-Way and Sidewalk Maintenance

All obstructions must be removed from town rights-of-way and sidewalks for winter maintenance during inclement weather. This includes sandwich board signs, planters, merchandise, tables, etc. In addition, all awnings must be retracted during inclement winter weather to allow safe passage for the maintenance vehicles and equipment.

502.2f Removal

Signs, flags or banners found in violation of this section shall be subject to removal at any time by the Department of Works, the Code Enforcement Officer or the Police Department. Such signs, flags or banners will be removed to the Department of Public Works and stored for one week so that the owner may retrieve the item. Items not retrieved after one week will be recycled or disposed of.

502.2g Town signs and poles

No one shall affix any sign, flag or other material to a Town of Exeter street sign, traffic sign or other town-owned structure located on town property or in the public right-of-way.

502.3 Waiver and Appeal

Any person, firm or corporation seeking an exemption from this section shall petition the Board of Selectman, in a regular session, for a waiver. The petition shall clearly state the need of the posting places affected, and the duration of the posting. Any person, firm or corporation having been denied a permit under 502.2a may appeal that denial to the Board of Selectmen in a regular session. The written appeal petition shall clearly state the reasons why the denial should be reversed and the permit should be granted.

South curb line from Portsmouth Avenue to Hampton Road.

503 Weight Limits

No person, firm or corporation shall operate any vehicle on or over any bridge or elevated road-way in the Town of Exeter when such vehicle weighs more than the weight limits posted by the Director of the Exeter Public Works Department or the Commissioner of the NH Department of Public Works and Highways.

503.1 Prohibition of Through Trucks on Public Ways

No person, firm or corporation shall operate a truck with an empty weight in excess of 8 tons on any public street or highway except under one of the following conditions:

503.1.1 Vehicle being operated point to point in Exeter for the purpose of local deliveries:

503.1.2 Vehicle is being operated to a designated point in Exeter to make a delivery.

503.1.3 Vehicle is being operated from a permanent base of operation in Exeter to the designated truck route;

503.1.4 Vehicle being operated on the following named streets or highways:

Epping Road

Main Street

Pickpocket Road

Pine Road

Route 108

Route 111 from Kingston town line to Water St/Bandstand, so-called
Water Street from Spring Street to the Bandstand, so-called.

503.2 Exemptions

Restrictions described in this section shall not apply to emergency vehicles, Town highway, building and maintenance vehicles, or school buses in the normal process of their duties.

504 Excavation of Town Streets, Rights-of-Way

No person, firm or corporation shall excavate, construct, alter or conduct any operations that alter or damage any town-owned or maintained streets, roadways, sidewalks, parking lots or rights-of-way without a valid permit issued by the Public Works Department.

Contractors excavating in town streets and/or rights-of-way must maintain minimum insurance and surety coverage as follows:

- 1. Liability Coverage: General liability \$500,000 combined Single Limit Comprehensive Form; Broad Form Property Damage; Independent contractor's Insurance, product/completed operations insurance. (If work involves the following, appropriate coverage is necessary: explosion, collapse, underground).**
- 2. Vehicle Insurance: \$500,000 Combined Single Limit, Comprehensive Form, Owner, Hired/Non-owned.**
- 3. Worker Compensation: Statutory limits, Employer liability \$100,000.**

4. Letter of Credit: Each excavation permit and excavation shall be warranted by a "Letter of Credit" in a format designated by Selectmen's policy 89-06. Said letter of credit shall be in the minimum amount of \$500 per excavation (for 100 sq. ft) plus an additional \$500.00 per each 100 sq. ft. thereafter. Letter of Credit will be for a minimum of a two year period.
- 504.1 Regulations Governing Methods
The Public Works Department shall develop strict rules on the methods of protection of utilities and roadways affected and rules concerning backfill, base preparation and final pavement replacement for any excavation.
 - 504.2 Restrictions
No permit shall be issued between November 15 and March 15 annually unless authorized by the Board of Selectmen. No permit shall be issued between March 16 and April 1 annually unless specially approved by the Highway Superintendent. Emergency repairs of existing utilities will be exempt from this Section.
 - 504.3 Fees Required
A minimum fee of fifty (\$50.00) dollars will be required for every excavation permit issued. Excavations in excess of one hundred (100) square feet shall require an additional fee of two (\$2.00) dollars per square yard for each additional square yard.
 - 504.4 New Streets or Connecting Streets & Driveways
No person, firm or corporation shall excavate and/or build a new driveway or street access across or on a Town street or right-of-way without obtaining a valid driveway permit from the Public Works Department prior to construction. Specifications for construction of permitted acts under this Section shall be those outlined in 504.1 above.
- 505 Covered Load
- 505.1 No vehicle shall be driven or moved on any way unless such vehicle is so constructed or loaded as to prevent any of its load from dropping, sifting, leaking or otherwise escaping therefrom, except that sand may be dropped for the purpose of securing traction, or water or other substances may be sprinkled on a way in cleaning or maintaining such a way.
 - 505.2 No person shall drive, on any way, any open vehicle loaded with earth, sand, asphalt, stone, gravel, debris, trash, rubbish or other particulate substance unless said load is covered and secured so as to prevent the escape of any substance from said load onto the way.
 - 505.3 The provisions of Section 505.1 and 505.2 shall not apply to a local farmer transporting his own farm products or materials incidental to his farming

operations, provided that such farmer shall not thereby be relieved of his duty to exercise reasonable care in carrying on such operations.

505.4 The provisions of Section 505.2 shall not apply to the operation of municipal maintenance equipment.

506 Loading and Unloading Trucks

Purpose: The declared intent and purpose of this section is to regulate the hours that trucks may load or unload to insure the safe passage of emergency vehicles through the congested areas of the Town during peak traffic hours.

506.1 No tractor-trailer combinations or any truck with a box body or platform over 16 feet long shall park, load or unload on Mondays through Thursdays or on Saturdays, between the hours of 11:00 AM and 2:00 PM, and 4:00PM and 6:00PM, or on Fridays between the hours of 11:00AM and 2:00PM, and 4:00PM and 9:00PM upon the following streets within the Town of Exeter:

Lincoln Street
Water Street

These prohibitions shall not apply to the 2 loading zones on Water St. referenced in subsection 101.2.

506.2 No tractor-trailer combination or any truck with a box body or platform over 16 feet long shall park, load or unload on Mondays through Thursdays, or Saturdays between the hours of 11:00AM and 2:00PM, and 4:00PM to 6:00PM, or on Fridays between the hours of 11:00AM and 2:00PM, and 4:00PM and 9:00PM upon Chestnut Street, unless such vehicle is parked parallel with the curb or loading platform, and provides clear passage of vehicles on the traveled portion of the said street.

506.3 The ordinance shall not apply to trucks being used upon said streets for emergency purposes or while engaged on highway maintenance or repairs.

506.6 Trucks delivering perishable goods are exempt from the foregoing provisions of this ordinance until the hour of 12 noon each day.

507 Loud, Unusual or Unnecessary Noise

The purpose and intent of this section is to prohibit any vehicle on any way in the Town of Exeter from making loud, unusual or other unnecessary noise.

507.1 The words "loud, unusual or other unnecessary noises" shall include any noise occasioned by any one or more of the following actions by the operator of any vehicle.

a. Misuse of power exceeding tire-traction limits in acceleration, sometimes

known as "laying down rubber" or "peeling down rubber".

- b. Misuse of braking power exceeding tire-traction limits in deceleration where there is no emergency.
- c. Rapid acceleration by means of quick up shifting of transmission.
- d. Rapid deceleration by means of quick downshifting of transmission gears with either a clutch and manual transmission or an automatic transmission.
- e. Racing of engines by manipulation of the accelerator, gas pedal, carburetor or gear selection whether the vehicle is either in motion or standing still.
- f. The blowing of any horn except as a warning signal or the use of any other noise making device whether the vehicle is either in motion or standing still.

508 Traffic Flow in Construction Areas

The purpose and intent of this section is to ensure that safe and constant flow of traffic is maintained in and around construction areas on public ways in the Town of Exeter.

508.1 No person, business or corporation shall place equipment, vehicles, work materials or personnel in such a way as to interrupt the safe and continuous flow of vehicular and pedestrian traffic along a public way within Exeter without taking specific safety precautions.

508.2 Definition

For purposes of this ordinance, "Construction" will be defined as activity on or about a public way that involves laying or relaying of sewers, electrical, telephone, gas lines, water or any type of communications equipment, cable TV or any other type of underground utilities or the installation of above-ground utilities; and construction, reconstruction, excavation, paving or other work requiring cutting into the pavement, or street paving.

508.3 Responsibility of the Primary Contractor:

The primary contractor is responsible for the conduct of work performed upon the site and will be required to establish safe travel lanes and flow of traffic for any of the following conditions:

- a. Construction, re-construction, excavation, paving or any other type of work on existing streets, or the construction of new streets.
- b. When the street traffic is primarily controlled by a traffic control signal which will become ineffective in the proper control of traffic due to the existence of construction activity.

- c. When any such activity significantly affects the flow of traffic.

508.4 Methods of Compliance:

To ensure normal and ordinary flow of traffic, the primary contractor shall:

- a. Place traffic cones, flares, barricades or similar devices that clearly mark travel lanes and hazards within the travel portion of the road in compliance with NH DOT standards: and/or,
- b. Place properly trained "Flagmen", wearing safety vests, at such locations that are clearly visible from all approaches of the construction site and using such hand signals and/or signage to safely control and direct the flow of traffic; and/or,
- c. Employ uniformed officers carrying out the same duties as a Flagman particularly in high vehicle congestion areas, major intersections, or areas where traffic signs/signals are overridden.

508.5 After Hours Construction Sites:

No incomplete construction site will be left unattended without adequate lighting and barricades so as to allow free and unhindered movement for all travel lanes and to ensure public safety.

508.6 Evaluation of Traffic and Safety Conditions:

For the purposes of public safety, the Public Works Director and/or the Chief of Police, or their designees, may direct specific actions to be taken when a primary contractor's steps taken thus far are deemed insufficient and continue to unreasonably interfere with the normal and ordinary flow of traffic or present conditions which adversely affect public safety and convenience.

508.7 Penalty:

In the event that any provision of Section 508 is violated, the Public Works Director and/or chief of Police, or their designees, are empowered to issue a cease & desist order against the contractor or his employees. Such order shall remain in effect until there is strict compliance with this ordinance.

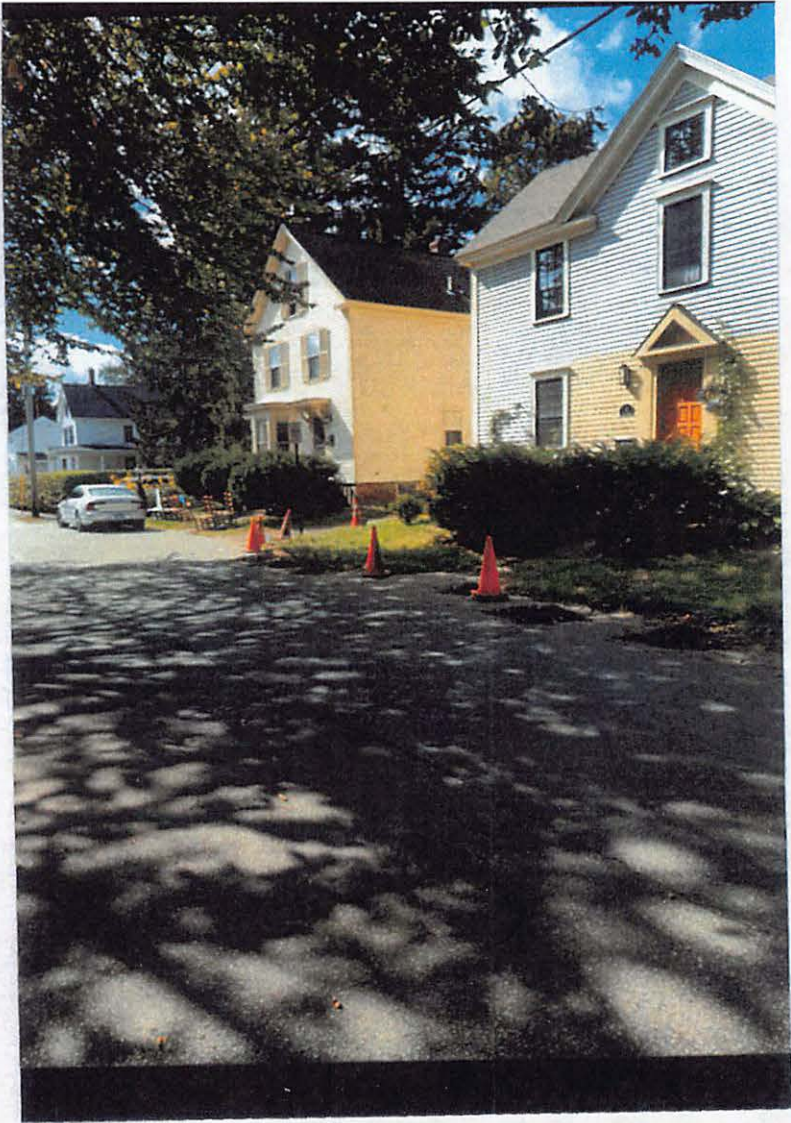
510 Penalties

A person violating any provision of Chapter 5 of this code shall be punished by a fine of not more than one hundred (\$100.00) dollars for each offense.

View of 20 Cass St.

1. Original property/legal property line
2. First property extension (2024)
3. Second property extension (2025)





2024

September 28, 2025

Dear Exeter Police Department, Office of the Town Manager, and Department of Public Works;

We are residents of the Cass Street neighborhood in Exeter and have concerns about the actions of Ms. Abigail Pitou. In effect, Ms. Pitou is building a front lawn onto the public roadway in front of her house at 20 Cass Street. She is now petitioning the town to erect a No Parking zone to protect the new front lawn that she desires. This duplicitous behavior presents as an inverted attempt at eminent domain— a private citizen taking public property (the Cass Street roadway) for their own use and enjoyment.

We have attempted to have conversations with Ms. Pitou about our concerns in this situation, including her continued use of orange cones to prevent anyone from parking on the street in front of her house. This has been ongoing since August 2024. Last year, neighbors appealed to the town to address the fact that Ms. Pitou had dumped loam and grass seed on a 3 ft by 72 foot area— effectively seeding over the asphalt of the public roadway. Those concerns went unresolved. This year, Ms. Pitou is attempting to extend the area by pushing the cones further into the roadway and dumping piles of dirt, broken bricks, and stones there as well. This is a concerning development, as it creates a safety hazard in the public roadway. We feel that this is a deliberate attempt to block off an area of the public roadway that Ms. Pitou would like to claim as her own front yard.

Recently, Ms. Pitou had the DPW install a "No Parking here to corner" sign in front of her house, effectively prohibiting anyone from parking there. This was in violation of the local and state ordinances that state 'prohibited areas shall be within 30 feet of a stop sign or intersecting street'. Neighbors requested that the town measure the distance to install the sign at the appropriate location on the street. As a result, there is indication that a new sign will be installed 30 feet from the corner, at the junction of Park and Cass Streets (it should be noted that such a sign already exists on the opposite side of the street).

However, Ms. Pitou has approached us and is now requesting signatures for her petition to double the distance for the No Parking sign to 60 feet. This will benefit her personally, as it will satisfy her goal of creating a no parking zone in front of her house. She claims that the petition is a safety petition— in spite of the fact that since the Park Street bridge has closed, the traffic flow in this neighborhood has been significantly reduced.

Under **Chapter 5 Highway Use Regulations** for the town of Exeter, we believe Ms. Pitou is in violation of the following:

502 Highway and Sidewalk Obstruction

No person, firm or corporation shall place any object, item or material, or allow or cause any object, item or material to be placed, upon any town-maintained street, roadway, right-of-way, sidewalk or parking lot, so as to obstruct vehicle or pedestrian traffic. Such objects shall include, but not be limited to, snow, ice, dirt, gravel, sand, signs or other obstructions.



Fw: 20 Cass Street May 18, 2026 Meeting

1 message

abigailmathes <abigailmathes@pm.me>

Fri, May 22, 2026 at 1:37 PM

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

Cc: "npapakonstantis@exeternh.gov" <npapakonstantis@exeternh.gov>, "dchartrand@exeternh.gov" <dchartrand@exeternh.gov>, "jgilman@exeternh.gov" <jgilman@exeternh.gov>, "nbelanger@exeternh.gov" <nbelanger@exeternh.gov>, "mcowan@exeternh.gov" <mcowan@exeternh.gov>

Please see attached letters and include them in the May 18th packet available to the public.

Thank you,

Abigail Mathes

Sent with [Proton Mail](#) secure email.

----- Forwarded Message -----

From: abigailmathes <abigailmathes@pm.me>

Date: On Friday, May 22nd, 2026 at 12:51 PM

Subject: 20 Cass Street

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


To: Select Board,

Please see the 2 attached letters. I would like these put into the packet of items which are used to assess the outcome of this decision. I would like these letters to be available to any townspeople who wish to assess the information.

Thank you,

Abigail Mathes

2 attachments

 **Enchroachment-20 Cass-Abigail Mathes.pdf**
68K

 **safety 20 Cass Street - Abigail Mathes.pdf**
66K

Letter to the Exeter Select Board — Selective, Arbitrary, and Retaliatory Enforcement

To: Exeter Select Board
c/o Town Manager's Office
10 Front Street
Exeter, NH 03833
May 22, 2026

Subject: Selective, Capricious, and Retaliatory Enforcement of Right-of-Way Regulations on Cass Street

Dear Members of the Select Board,

I am writing to place on record that the Town's actions regarding the right-of-way on my property on Cass Street constitute selective enforcement, arbitrary and capricious municipal conduct, and retaliatory treatment following my request for safety intervention from Highway Superintendent Jay Perkins.

A few of my neighbors, and Select board members are attempting to prevent me from restoring grass in an area it now characterizes as "Town functional property," while multiple similarly situated properties on Cass Street maintain fences, walls, shrubs, and other structures within the same right-of-way without any enforcement action (the same neighbors who object to my reinstating my lawn – only by a few feet). This disparate treatment is not supported by any consistent policy, written standard, or safety rationale.

Additionally, several telephone poles along Cass Street physically jut into the roadway, creating a far more substantial encroachment and safety concern than the restoration of grass. These poles remain unaddressed and unchallenged by the Town, further demonstrating that enforcement is not based on objective criteria, safety considerations, or uniform application of right-of-way rules.

It must also be stated clearly that the encroachment allegation was initiated by neighbors, and it was initiated only after I sought safety assistance from Highway Superintendent Jay Perkins. These same neighbors who filed the complaint are themselves encroaching into the right-of-way with fences, structures, and plantings that the Town of Exeter Highway Department has chosen not to address. Their complaint did not arise from any longstanding concern; it arose as a direct response to my request for the Town to address a documented safety hazard at the corner. The timing, the source, and the inconsistent treatment make it evident that this is retaliatory in origin, and the Town of Exeter's consideration to act on this—while ignoring more significant encroachments by the very individuals who complained—reflects a selective and capricious response to neighborhood pressure. (Again, it must be stressed, that the long-standing Highway Superintendent to the Town of Exeter, Jay Perkins found the safety issue that I brought to the attention of the town legitimate and worthy of putting up a no parking sign extending 49 feet past the 30 foot ordinance distance).

Under New Hampshire law, municipal enforcement must be reasonable, non-arbitrary, and uniformly applied. The Town of Exeter' conduct in my case does not meet that standard. The inconsistent treatment of comparable and more substantial encroachments on the same street, combined with the retaliatory origin of the complaint, reflects a capricious and selective application of authority, in violation of established administrative principles and equal-protection requirements.

I am not requesting justification. I am stating for the record that the Town's actions constitute selective, arbitrary, and retaliatory enforcement, and I expect the Select Board to acknowledge and address this inconsistency.

Please ensure this correspondence is entered into the official record.

Sincerely,
Abigail Mathes
20 Cass Street, Exeter, NH 03833

To: Exeter Select Board
c/o Town Manager's Office
10 Front Street
Exeter, NH 03833
May 22, 2026

Subject: Safety Determination Overridden by Neighbor Objections and Removal of Highway Superintendent from Process

Dear Members of the Select Board,

My name is Abigail Mathes, and I reside on 20 Cass Street. I am submitting this statement in writing and presenting it publicly so that the full record reflects the sequence of events and the concerns arising from the Town's handling of a documented safety issue.

I contacted the Exeter Highway Department to request a safety assessment of the intersection near my home. Highway Superintendent Jay Perkins—who has served the Town of Exeter for more than 45 years—personally came to the site, evaluated the conditions, and determined that the corner presented a legitimate safety hazard. Based on his professional judgment and decades of experience, he installed a No Parking sign extending 49 feet beyond the standard 30-foot ordinance, because the geometry of the corner required additional clearance for visibility and safe turning movements.

This was not a discretionary action. It was a professional safety determination made by the Town's most experienced highway official, whose tenure and expertise far exceed that of any other staff member involved in this matter.

Following this, a small number of neighbors objected to the safety measure. Their objections were not based on safety data, engineering standards, or any municipal policy. They were based solely on personal preference. In response to this pressure, the Town removed the sign—not because the safety determination changed, not because new information emerged, but solely due to neighbor objections.

What is even more concerning is that the Highway Department then removed Highway Superintendent Jay Perkins from the process entirely and substituted Steve Cronin to represent the issue in his place. This action sidelined the very official who made the original safety determination and who holds the appropriate expertise and authority to evaluate roadway hazards.

A safety determination made by a 45-year veteran of the Exeter Highway Department should not be overridden by the objections of a few residents. Public safety must take precedence over individual preference. When a documented safety hazard, identified by a 45 year veteran of the Town of Exeter Highway Department, the Town of Exeter has a responsibility to uphold that determination consistently and professionally, and not to reverse it when a small group of neighbors disagrees.

The sequence of events—professional safety assessment, installation of a safety measure, neighbor objections, removal of the safety measure, and removal of the Superintendent from the process—raises serious concerns about the integrity and consistency of the towns safety decision-making possible outcomes.

I respectfully request that this statement be entered into the official record.

Thank you,
Abigail Mathes
20 Cass Street,
Exeter, New Hampshire
03833

Cass Street, Statistics

2 messages

abigailmathes <abigailmathes@pm.me>

Mon, May 25, 2026 at 8:37 PM

To: "dchartrand@exeternh.gov" <dchartrand@exeternh.gov>, "jgilman@exeternh.gov" <jgilman@exeternh.gov>, "pmcelroy@exeternh.gov" <pmcelroy@exeternh.gov>, "npapakonstantis@exeternh.gov" <npapakonstantis@exeternh.gov>

To: Members of the SelectBoard-

Please see the attached letter regarding the statistics of accidents on record, and why the old numbers are not relevant. This letter also discusses the danger of parked cars on narrow streets. This is something that the Exeter Highway department is aware of. Jay Perkins told me that when people park that closely to your driveway, and even in it, as you can see, then it is a "hazard". It has been ongoing. Please also see the congestion that we see. There is some retaliation going on with 18 Cass Street against me, but I am trying to stay away from that kind of drama, just keep the street safe, if possible.

Please include this in the packet.

I also have pictures of encroachment by the few neighbors who have pointed the finger at me for restoring my lawn (well within the telephone poles). I will bring them into Pam or Melissa physically at 10 Front Street.


Abby Mathes Pitou

Sent with [Proton Mail](#) secure email.

2 attachments



18 Cass.jpg
4413K

 Increase in Cass Statistics change.pdf
130K

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Tue, May 26, 2026 at 8:35 AM

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

[Quoted text hidden]

2 attachments



18 Cass.jpg
4413K

Letter to the Exeter Select Board – *Accident Statistics, Dangers of Parked Car Statistics*

To: Exeter Select Board c/o Town Manager's Office

10 Front Street

Exeter, New Hampshire 03833

From: Abigail Mathes

May 25, 2026

20 Cass St, Exeter, NH

I am writing to provide a clear, factual explanation of why accident and traffic statistics from one year ago cannot be used to evaluate the current safety conditions on Cass Street, particularly at the intersection of Park Street and Cass Street. The roadway environment, traffic volume, and driver behavior have changed significantly, and these changes have materially increased the probability of an accident.

Outline:

1. Rose Farm
2. Train Closure
3. Blind Corner & Anger bridge is out
4. Narrow 20' Cass Street plus anger bridge is out
5. Townhouse potential outcome Main/Cass
6. Both resident of 20 and 22 Cass signed the Petition for signage
7. Parking Hazards

The following substantiates the change in statistics:

1. ROSE FARM Development Has Added 39 Homes, 94 Residents, 70 Drivers, and Over 350 Daily Trips

The Rose Farm development contains 39 new homes. Using Exeter's standard household size of 2.4 residents per home, this development has added:

39 times 2.4 = 93.6 individuals
Approximately 94 new residents.

National transportation data shows that roughly 75% of residents are licensed drivers, meaning:
94 times 0.75 = 70.5

Approximately 70 new drivers now use the Oak Street Extension → Park Street corridor to Cass Street.

The ITE Trip Generation Manual states that a single-family home generates 8–10 vehicle trips per day. Using the midpoint (9) AVERAGE:

39 times 9 = 351 trips per day increase in traffic flow.
Approximately 350 new daily vehicle trips now occur in this area.

These residents, drivers, and *trips did not exist last year.*
Therefore, last year's accident statistics cannot be applied to today's conditions.

2. The Park Street TRAIN Bridge Closure Has Forced a Detour of traffic directly onto Cass, increasing traffic numbers.

The Park Street train bridge is currently closed. As a result:

- Drivers are rerouted up Park Street and left onto Cass Street.
- Traffic volume has increased sharply.
- Drivers are frustrated and impatient due to the bridge closure, which increases speed and reduces caution.
- Turning movements at the Park → Cass intersection have multiplied.

This detoured traffic did not exist last year, and it has fundamentally changed the operating environment of the intersection.

3. BLIND CORNER - The Park Street turn onto Cass Street Turn is a 27-27.5 -Foot Blind Corner conflated by the anger of the train bridge being closed increases probability of fatalities.

The turn from Park Street onto Cass Street is blind for 27.5 feet due to private fencing, lilacs, and structural encroachments extending into the public right-of-way. (note: no one has suggested moving these encroachments, only have the town take accountability in creating a safe area on the Westerly, Southern end of Cass Street). (*Both owners of 20 and 22 Cass Street have signed a petition to enforce no parking at this location*).

Because drivers at this junction cannot see oncoming traffic:

- They turn directly into the path of northbound vehicles on Cass Street.
- They immediately veer right (*where signage is proposed*) to avoid collision.
- Their only escape path is the western/northern side of Cass Street.
- With the bridge closed, drivers are more agitated, making the blind turn even more dangerous.

This blind-corner hazard is far more severe today because of the increased traffic volume and driver frustration.

4. Cass Street Is Only 20 Feet in width at Its narrowest Point, With Telephone Poles Reducing Usable Width (this existed prior,) but again the new anger at having to detour is a factor.

At the northernmost end near Cass Street is:

- The width is only 20 feet wide from a junction of Park and Cass, whereby the geometry of the turn forces cars into the oncoming traffic, and then into the Western side of Cass. A dangerous scenario.
- It is unlined with a yellow line marker, anywhere.
- Constricted by telephone poles jutting into the roadway
- Too narrow for two vehicles to pass safely when any obstacle is present.

On a 20-foot roadway:

- *A single parked car removes the ability for two-way travel. (see attached photo)*
- Drivers are forced into the oncoming lane.
- The right-hand escape path becomes blocked.
- The risk of sideswipe and head-on collisions increases dramatically

This geometry has always existed — but the traffic load has not.

5. New Townhouses at the Southern End of Cass Street add Additional Turning Movements

Two new townhouses at the Cass–Main intersection now generate additional traffic at the southern end of Cass Street. While the full impact is not yet known yet, it is certain that:

- *More residents create more vehicles.*
- *More vehicles create more congestion.*
- *More congestion increases conflict points on a narrow roadway.*

This development did not exist last year and further invalidates past statistics.

6. Both Homeowners Directly living at 20 and 22 Cass Street signed the petition For no Parking from the 30 foot to additional 49-foot distance (as well as 67 other community members.

- Signed the petition,
- Stated they do not want parking on Cass Street (it should be noted that many did not want parking on Cass Street at all).

One resident objecting to signage is not affected by the no-parking zone, and lives in the house where trees and a fence, which encroach on town property creates the blind corner. Again, the petitioner has never asked this family to remove anything, only that the Town take basic precautionary safety measures. *The other neighbors who objected do not live nearby and should share their thoughts in the next meeting.*

7. Consequences of Parking on ‘Narrow Streets’ (20-foot width on Cass Street,) and Why It is dangerous

National roadway-safety research shows:

- **Parked cars contribute to up to 40% of residential crashes (FHWA).**
- **Streets under 26 feet wide experience double the crash rate when cars park on one side (ITE).**
- **Streets 20 feet wide or less — like Cass Street — have a high likelihood of head-on or sideswipe collisions when parking is allowed.**
- **On blind corners, parked cars increase crash risk by up to 300% (FHWA Visibility Study).**
- **When drivers must cross the center of the road to avoid parked cars, the risk of a head-on collision increases fivefold (AAA Foundation).**
 - The telephone poles reduce usable width even further.
 - The western/northern side is the only escape path.
 - When a car is parked there, the escape path disappears, and a collision becomes probable.
 - If a car forced onto Western Cass Street cannot get by the parked cars, the probability of injury is high.
 - For these reasons, parking on the western/northern side of Cass Street is unsafe and should not be permitted.

Conclusion

Because of the Rose Farm population increase, the Park Street TRAIN bridge closure, the 27.5-foot blind corner further enrages drivers turning, and driving down Cass Street, and the soon to be new southern-end development of townhouses, (and the strong support of both affected homeowners 67 petition signatures,) last year’s accident statistics cannot be used to evaluate today’s conditions. *The roadway environment has changed dramatically, and the probability of an accident has increased substantially.*

For these reasons, no parking on the western/northern side of Cass Street is essential for public safety. It must be noted again, that the 20 and 22 Cass Street homeowners, who signed the petition (who agree with this) cannot park in front of their own homes, and consequently shows that they have only safety issues in mind. They are making the sacrifice for safety.

This letter should explain why past statistics should be invalidated.

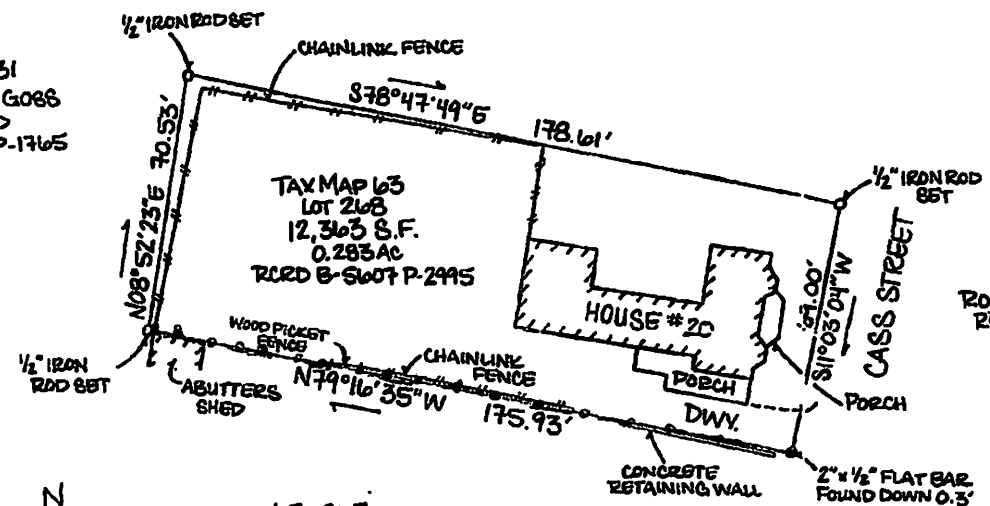
Signage, 49 feet from the 30-foot ordinance, is the quickest, and least expensive way to quickly reduce the probability of an accident on our Cass Street. Adding a solid yellow line at the junction of Park and Cass Street would be necessary. This is quick, safe and non-intrusive solution, and was felt necessary to do, by the 45-year veteran of the Highway Department, Jay Perkins.

Please include this in the town record.
Abigail Mathes



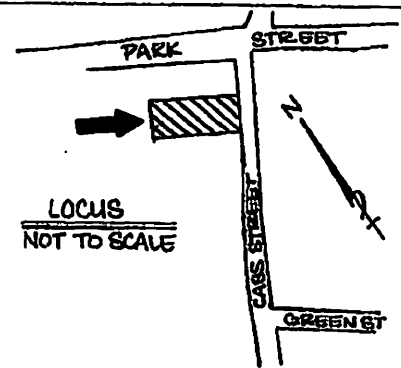
63-230
 KAYOKO TAZAWA & ANDREW GOODCHILD
 RCRD B-5013 P-569

63-231
 MARY W. GOSS
 RCRD B-2966 P-1765



63-229
 ROBERT & KELLEY RICHARDS
 RCRD B-5046 P-1210

63-267
 RICHARD & MARYNIA PAGE
 RCRD B-3426 P-1281



REFERENCE PLAN: "LAND IN EXETER NH B & MRR TO WALTER R. LANG JAN. 1961" SCALE: 1" = 40'



I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUB-DIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS OR WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

Thomas D. Brown 5/16/15



PLAT OF LAND
 ON
 CASS STREET
 EXETER N.H.
 SCALE: 1" = 30' DATE: MAY 16, 2015
 OWNER: ABIGAIL MATHES PITOU
 110 RAYMONDED DEERFIELD, NH 03039
 PREPARED BY: T.D. BROUILLETTE LAND SURVEYING
 39 PARK ST. EXETER, NH 03833
 PHONE: 603-332-4394 DRAFTED BY: A. WALKER

P. 3880
AW

WN OF EXETER

PROPERTY ASSESSMENT RECORD

NEW HAMPSHIRE

MAP NO.	BLOCK NO.	PARCEL NO.	PROPERTY LOCATION
3-09	01	017	L&B 20 Cass St

CARD of CARDS

SUMMARY	
85	LAND 13,100
19	BLDGs 45,900
86	TOTAL 59,000
88	LAND 52,000
9	BLDGs 121,700
	TOTAL 173,900
	LAND 52,200
	BLDGs 100,600
	TOTAL 528,000
	LAND 40,400
	BLDGs 77,900
	TOTAL 118,300
	LAND 39,600
	BLDGs 76,300
	TOTAL 115,900
	LAND 40,300
	BLDGs 78,600
	TOTAL 119,400
	LAND 41,600
	BLDGs 80,200
	TOTAL 121,800
	LAND 43,300
	BLDGs 83,400
	TOTAL 126,700
	LAND
	BLDGs
	TOTAL
	LAND
	BLDGs
	TOTAL
	LAND
	BLDGs
	TOTAL

RECORD OF TRANSFER	DATE	BOOK	PG	STAMPS
Salman, Carolyn D & Robert Hillix	5-20-76	2259	29	none
Flood, Leonard W & Jean A F2940R	9-2-77	2294	338	102.50
Polper, Peter L.	8/7/95	3112	1665	140,000 1400.00



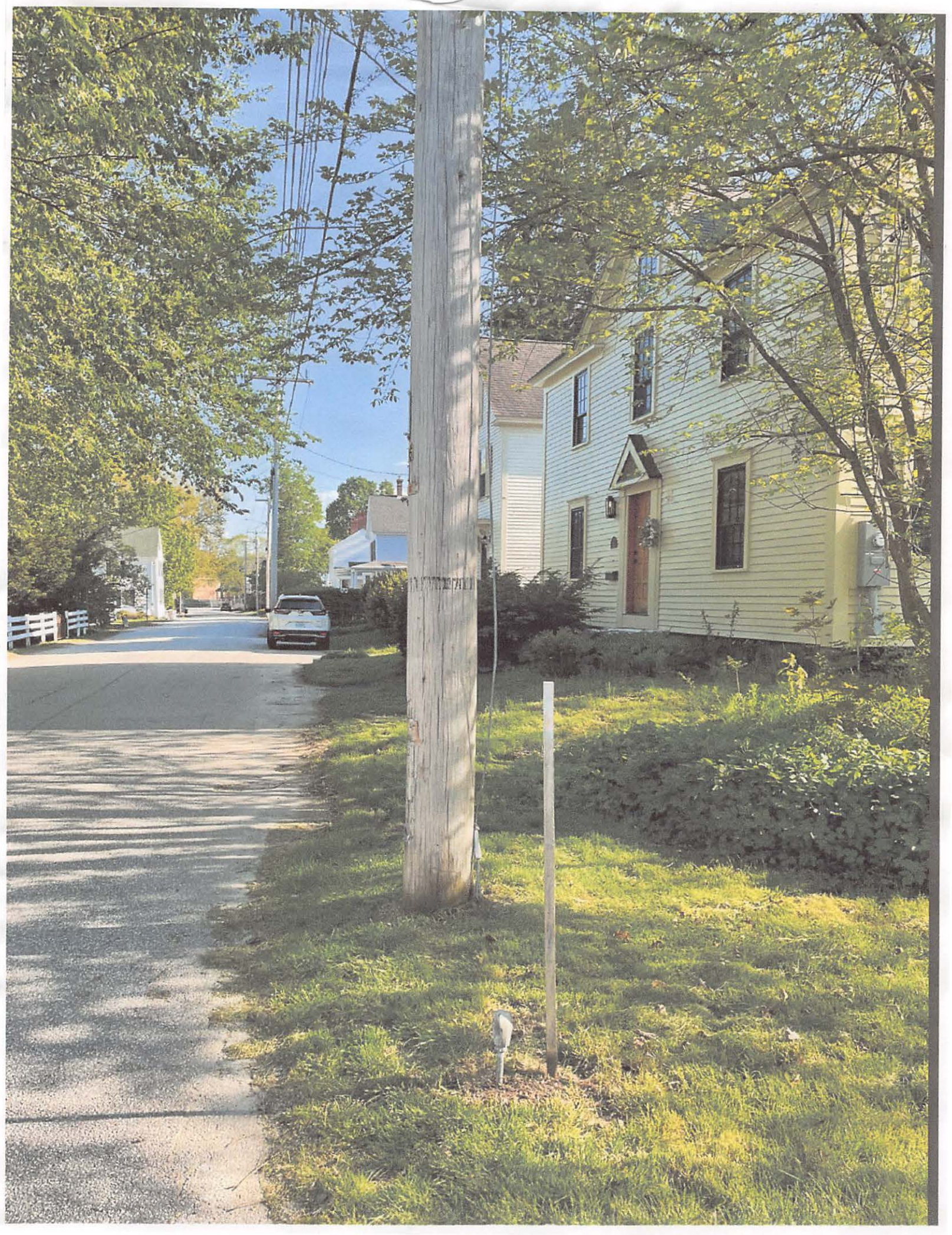
PREVIOUS INSPECTED: 12/27/90
 Jean H. Flood

ACREAGE COMPUTATIONS				
LAND TYPE	# OF ACRES	PRICE	TOTAL	ASSMT
USE LOT 87%	.26	60000		52200
NTAGE				
NTAGE				
R				
IE R-2				
AL ACRES	.26			

REMARKS: 1987 - Inground Pool 9' x 14' x 3'
 1988 - Combs for 1981
 1988 Abatement

LOT COMPUTATIONS								LAND FACTORS							
FRONT	DEPTH	STREET PRICE	DEPTH %	FRONT FT. PRICE	TOTAL	DEPR.	VALUE	F _o Fact.	ASSESSMENT	HILLY	NO CITY SEWER	NO CITY WATER	GRAVEL RD.	DIRT RD.	NO RD.
2	160														

19	LAND
19	BLDGs
19	TOTAL
19	LAND
19	BLDGs
19	TOTAL
19	LAND
19	BLDGs
19	TOTAL





EXETER POLICE DEPARTMENT



Memorandum

May 28, 2026

To: Paul Cohen, Town Manager
From: Timothy J. McCain, Chief of Police
Reference: Traffic Related Incidents on Cass Street and Park Street

Dear Mr. Cohen,

From May 28, 2024, through May 28, 2026, a total of 3 motor vehicle accidents, 52 motor vehicle stops, and 6 parking tickets were recorded on Cass Street and Park Street combined. Notably, there were no reported motor vehicle accidents on Cass Street during this two-year period; all 3 reported accidents occurred on Park Street. Traffic enforcement activity during the same period resulted in 52 motor vehicle stops, of which 5 occurred on Cass Street and the remaining 47 on Park Street. Parking enforcement data show that although Cass Street accounted for a relatively small percentage of overall traffic stops, it accounted for 4 of the 6 parking tickets issued during the review period, while Park Street accounted for the remaining 2 parking tickets.

Historical data covering the previous ten years further support the limited accident history associated with Cass Street. Over that ten-year period, there were no reported motor vehicle accidents on Cass Street and only 2 reported accidents on Park Street. Taken together, the data indicates that both streets have experienced a very low frequency of reported motor vehicle accidents, with Cass Street consistently showing no reported accident activity across both the recent two-year review period and the broader ten-year historical analysis.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Timothy J. McCain". The signature is written in a cursive style and is positioned above a horizontal line.

Timothy J. McCain
Exeter Chief of Police

ENCROACHMENT DETAILS - 2 sided -
CASS STREET

Presented by: Abigail Mathes

Asked Steve Cronin, Jay Perkins and Town Clerk for clarification as follows:

I am requesting the recorded road layout for Cass Street, including the official right of way width, as laid out by the town. Your response would be appreciated.

page

- ① detail
- ② 11 Cass Complete Encroachment - 0' (feet)
- ③ 25 Cass St - 23" encroachment at dangerous intersection Park + Cass
- A 14 Cass St - no encroachment except hedges.
- ⑤ 20 Cass St - layout of original lawn that town paved over!
- ⑥ 25 Cass Street - Encroachment - 29" from paved road.
- ⑦ 20 Cass Street - Within the area of 22 Cass Street
- ⑧ 25 Cass Walkway upto the paved road. exaetly same as 20 Cass Street.





23 inches - blind spot at
25 Cass Street
Complete Encroachment



Within - Row width of 20 foot road 'Row'
14 Cass St. yet hedges intrude.



25
29" Cass Street
intrudes onto Exeter, N.H





22 Cass Street - doorstep is
63 inches from paved road



p. 8

25 Cass Street - walkway immediate contact
with the paved, Cass Street
road.

Cass Street

Presented by: Abigail Mathes at 20 Cass Street

Re: **Safety pictures to go along with Safety letter presented**

1. Line items as follows -
2. Safety Parking issue – 18 Cass parking blocking driveway of 20 Cass Street. 18 Cass Street has a garage per #2.
3. Garage of 18 Cass Street – has ability to park in garage;
4. Parked cars blocking road.
5. Blinded by hazard parking –
6. Again, blinded by hazared parking
7. Winter parking – hazard parking
8. Hazard parking on street to exiting vehicle
9. Location where Highway superintendent placed NO Parking SIGN seeing danger at intersection. IN RED NO





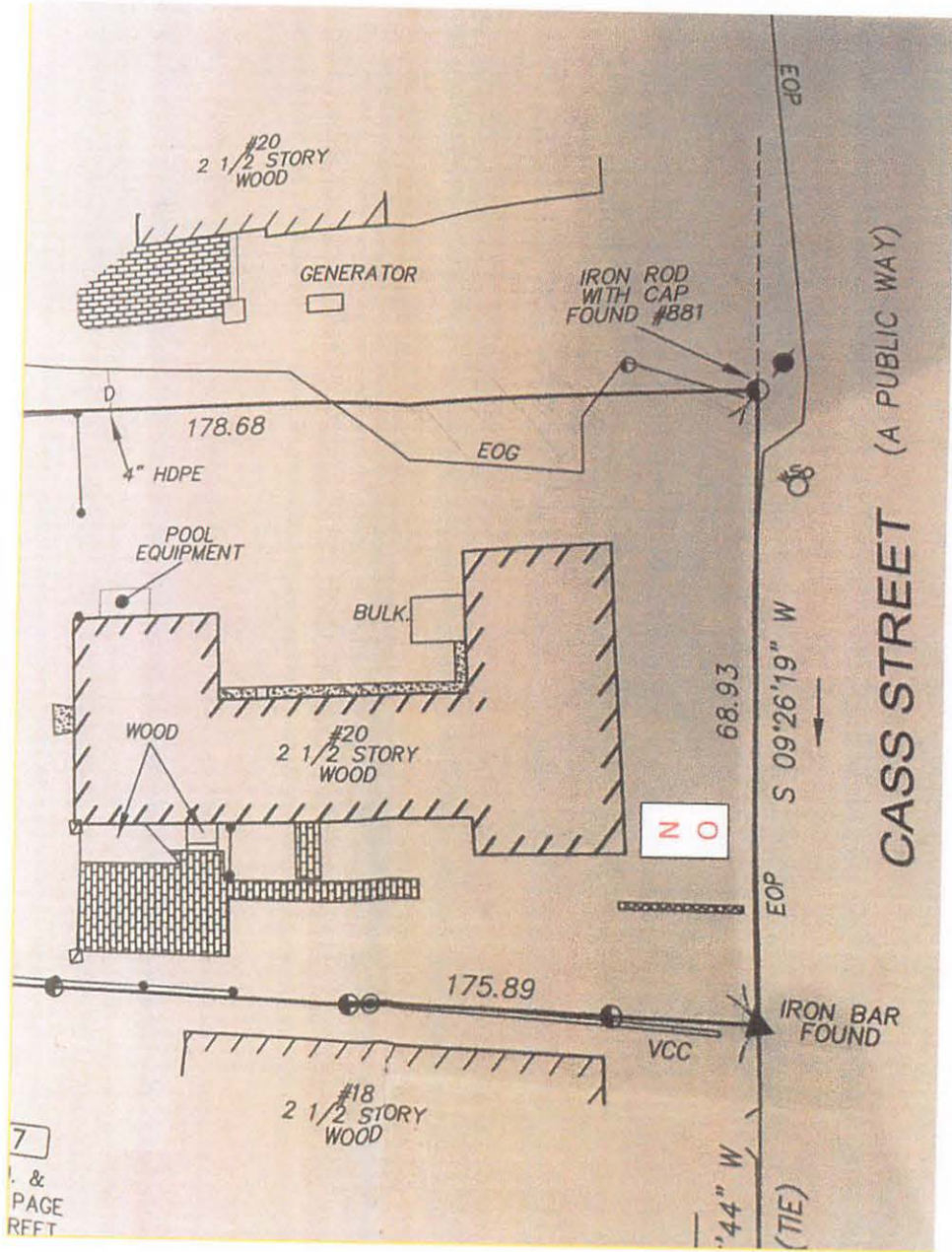












CASS STREET (A PUBLIC WAY)

Public Hearing – 2nd Reading

Wadleigh Street

Town of Exeter, NH
Notice of Public Hearing Pursuant to RSA 31:95-b,III(a)

Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing consisting of three (3) readings in the Nowak Room, 10 Front Street, Exeter for the purpose of complying with the provisions of RSA 31:95-b,III(a) for a proposed change to traffic control signage on Wadleigh Street at Forest Street. The first reading will be Monday, May 18, 2026. The second reading will be Monday, June 1, 2026. The third reading will be Monday, June 15, 2026. Each reading will begin at 7:00 PM.

Dated: May 8, 2026

Exeter Select Board
Niko Papakonstantis, Chair



EXETER PUBLIC WORKS DEPARTMENT

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

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

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Melissa Roy, Interim Town Manager

DATE: May 15, 2026

RE: Change to Traffic Control Signage – Wadleigh St./Forest St. Intersection

The Public Works Department has received concerns from several neighborhood residents regarding traffic operations and driver behavior in the vicinity of the Wadleigh Street/Forest Street intersection near the new Rose Farm development. Residents have requested consideration of increased traffic enforcement, additional traffic-calming measures, and conversion of the intersection to a three-way stop in an effort to address perceived speeding and unsafe driver behavior.

Staff has reviewed the request and discussed the matter internally with the Police and Fire Departments. While prior traffic observations and enforcement activity have not identified a significant speeding issue, staff recognizes the neighborhood concerns that have been raised.

Currently, the intersection operates as a two-way stop, with stop control on Wadleigh Street and at the Rose Farm development exit. Given the residents' request and the potential traffic-calming benefits associated with additional stop control, the Select Board may wish to consider a three-way stop configuration at this intersection. This change would also be consistent with traffic control at other nearby intersections within the neighborhood, including the two intersections immediately to the west and south of this intersection.

Forest Street looking towards Wadleigh



Wadleigh Street looking north towards Rose Farm



Town of Exeter	Policy Number 89-18	Adopted by Board of Selectmen
Subject: Requirement for Placement of Regulatory Traffic Devices and Signage on Public Ways	Adoption Date: 1/16/89 Revision Date: Effective Date: 1/23/89	Supersedes:

1.0 Purpose of the Policy:

2.0 Departments Affected:

3.0 Definitions:

4.0 Policy:

In accordance with the provisions of RSA 41:11 and RSA 47:17 VII & VIII, it is the policy of the Board of Selectmen to review and act upon the placement of all regulatory traffic devices and signage in and on all public ways.

5.0 Procedures:

The request for such a review may come from the Planning Board, the Public Works Department, the Police Department, the Fire Department or from citizen petition.

The Town of Exeter Planning Board procedures will be amended to reflect action by the Selectmen.

6.0 Severability:

To the extent this policy is in conflict with State law, State law will prevail.



Melissa Roy <mroy@exeternh.gov>

Fwd: Abutter Input RE Wadleigh-Forest Traffic Control Change Hearing

Niko Papakonstantis <npapakonstantis@exeternh.gov>
To: Melissa Roy <mroy@exeternh.gov>
Cc: Caroline Amport Piper <camport@gmail.com>

Thu, May 14, 2026 at 4:16 PM

Melissa,

Please make sure the email from the Pipers and the attached comments are included in the packet for Monday night.

Many thanks,

Niko

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

From: **Caroline Piper** <camport@gmail.com>
Date: Thu, May 14, 2026 at 3:34 PM
Subject: Abutter Input RE Wadleigh-Forest Traffic Control Change Hearing
To: selectboard@exeternh.gov <selectboard@exeternh.gov>
CC: Nate Piper <pipernp@gmail.com>, Caroline Piper <camport@gmail.com>

Dear Exeter Select Board,

Attached please find comments we would like to be considered as part of the upcoming readings related to the proposed change to traffic-control signage on Wadleigh and Forest Street.

Thank you for your consideration of this matter,

Caroline & Nate Piper

 **Piper Input Submission_Exeter Select Board About Stop Sign Proposal 5.14.26.pdf**
41K

May 14, 2026

To: Exeter Select Board
Submitted via email: selectboard@exeternh.gov

From: Caroline & Nate Piper
8 Forest Street, Exeter

RE: Proposed Change to Traffic-Control Signage—Wadleigh Street at Forest Street

To the Exeter Select Board,

We would like to register our strong support for the conversion of the intersection of Wadleigh and Forest Streets to that of a three-way stop-controlled intersection.

The intersection in question is visible from our property and several rooms in our home. We have witnessed firsthand the safety issues that have arisen as a result of the new road and the resulting change in traffic patterns, which have been amplified by an increase in both vehicle and pedestrian traffic.

The addition of a third stop sign would have several benefits:

Speed Control

As a result of the Rose Farm development, traffic has increased significantly along Wadleigh Street. Many vehicles entering from Salem Street are already traveling in excess of the posted speed limits and continue to increase their speed along the straightaway as they enter the Rose Farm development.

The addition of a stop sign at the intersection with Forest Street would help to mitigate this problem by requiring vehicles to deaccelerate, rather than accelerate, as they approach the intersection.

The stop sign that was installed on the Forest Street side of this intersection has dramatically reduced the speed of cars approaching the intersection from the Forest Street side and whereby increasing safety as vehicles traveling in different directions interact in the intersection.

Driver Safety

Converting the intersection to a three-way stop would increase driver safety in each direction by making the intentions of oncoming vehicles clearer. As currently designed, the Wadleigh to Forest bend in the road is treated as a throughway and few cars signal it as a

left-hand turn. As a result, vehicles existing the Rose Farm sometimes proceed into the intersection after making a brief stop only to discover that the oncoming traffic was turning left across their travel lane.

A similar dynamic existed before the Forest Street stop sign was installed—with one incident nearly resulting in a head on collision. The stop sign on the Forest Street side has resolved issues between cars on the two approaches with stop signs. Addition of a third would solve the remainder of this issue.

Pedestrian Safety

The Rose Farm development has increased pedestrian traffic in the adjacent neighborhood as walkers and bikers (particularly those with pets and small children) who live elsewhere have identified the Rose Farm development as a new destination. There are no sidewalks on Wadleigh Street, nor on most of Forest Street. As such, there are often pedestrians in the roadways and in the Wadleigh/Forest intersection as they approach the development.

Bringing traffic to a stop in all directions would increase safety for everyone in the roadway.

Clarification of Roadway vs. Driveways

This intersection is further complicated by a shared driveway that terminates opposite Forest Street, giving the illusion of a four-way intersection. The installation of the stop sign on Forest Street, opposite the driveway, has greatly reduced the number of (speeding) vehicles that mistakenly continued up the driveway, rather than turning right onto Wadleigh Street. Installing a third stop sign on Wadleigh Street would further clarify this for drivers.

Thank you for reviewing this matter and for working to further ensure the safety of Exeter's residents.

Respectfully submitted,

Caroline & Nate Piper



Pam McElroy <pmcelroy@exeternh.gov>

Wadleigh Street 3-Way stop signs

3 messages

Anne Kenny <amkennyart@comcast.net>

Thu, Apr 16, 2026 at 8:03 PM

To: selectboard@exeternh.gov, Niko Papakonstantis <npapakonstantis@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

Good evening,

I am unable to make your public meeting on the Wadleigh Street proposal for a 3-way stop sign at the intersection of a new housing development. This new developer bought and leveled two homes to make available a new street to our neighborhood and completely changed the quiet, less traveled Wadleigh Street.

I want to state for the record that I am in favor of the 3-Way stop signs, even a 4-way is fine with me. I have been a resident in this neighborhood for approximately 10 years. The neighborhood was a special one with very little traffic in the side roads off Oak Street. Many children ride bikes and scooters around. There are several basketball hoops on driveways. It has been a family friendly neighborhood.

I and my spouse ride our bicycles around the neighborhood and enjoy walks for the last 10 years including Wadleigh Street. Wadleigh Street, which use to be somewhat of a dead end street, is now open to an increase in cars and will increase significantly due to the large new home development. In addition, trucks and construction vehicles are using this road.

Drivers honestly do not realize how fast they are driving. They are not use to looking for kids on bikes and scooters like those of us in this neighborhood. A 3 or 4-Way sign would go a long way in safety and emphasizing that we are a family neighborhood. This proposal is reasonable and in keeping with Exeter's support for pedestrian and bicycle safety. Everyone benefits. The new housing development also benefits for their children and themselves enjoying our old/historic neighborhood. This is a no-brainer.

Thank you for your time,
Anne Kenny

3 Walnut St.
Exeter

Sent from my iPhone

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

Melissa Roy <mroy@exeternh.gov>

Thu, Apr 16, 2026 at 8:26 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

For the packet.



Melissa Roy
Interim Town Manager
Town of Exeter

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

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>
Date: Thu, Apr 16, 2026 at 8:24 PM
Subject: Fwd: Wadleigh Street 3-Way stop signs
To: Melissa Roy <mroy@exeternh.gov>

For the packet

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>
Date: Thu, Apr 16, 2026 at 8:22 PM
Subject: Re: Wadleigh Street 3-Way stop signs
To: Anne Kenny <amkennyart@comcast.net>

Hello Anne,

Thank you for your correspondence. I appreciate your thoughts.

The Select Board will conduct Public Hearings on the matter in the near future - most likely our May meetings.

Respectfully,

Niko

[Quoted text hidden]

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

Fri, Apr 17, 2026 at 8:09 AM

Got it.

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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

Election Update and Voting Party Affiliation Deadline

CPCNH Update

MEMO TO: Exeter Select Board

FROM: Cliff Sinnott, Vice Chair, Exeter Energy Committee

DATE: May 29, 2026

SUBJECT: Community Power Update

Thank you for the opportunity to update the Board on Exeter Community Power. This memo and the Committee's presentation at Monday's meeting will cover current electric rates, the causes of recent CPCNH rate increases relative to Unitil, and the outlook for rate competitiveness going forward. We will also review the process for customers to opt-out of community power should they wish to do so.

Current Rates

As of February 1, 2026, the CPCNH default rate ('Granit Basic') rose from 13.73¢ to 14.93¢ per kWh, an increase of about 8.9% or about \$7.80/mo. for the typical customer. While this is in line with electricity cost increases across New England, the current rate is about 24% higher than Unitil's current rate of 12.03¢ per kWh. In terms of cost per month, the average residential utility customer is paying about \$19/mo more under the CPCNH default rate than they would under the Unitil rate. In addition to the increase in CPCNH's default rate, Unitil's charge for distribution/delivery (the second component in your electric bill) have increased by about 2 cents or 27%, adding another \$13.13/mo. for the average user.

Rates and Savings/Losses over time

CPCNH's and Unitil's fixed electric rates are set in six-month periods which run from Feb 1- July 31 and Aug 1 – Jan 31 each year. As shown in the accompanying table and charts, there have been seven rate periods since the inception of CPCNH and Exeter Community Power. In the first four, CPCNH's supply rates were lower than Unitil's, while in the last three they have been higher. Exeter's cumulative customer savings since inception of its community power program continues to be positive, at a little over \$2.1M as of March, however, those savings are eroding at the current rate premium. For new customers added to the system in the past 18 months, the savings are negative. According to its most recent cost and benefits report (Feb 26), CPCNH systemwide (51 community power programs) had net negative savings. Exeter and the other early members are positive only because of the favorable rates of the first four rate periods.

Why have CPCNH's rates become uncompetitive?

The Energy Committee has tracked these changes and explored why CPCNH's rates have become uncompetitive over these last three rate periods. As we understand it there are specific reasons why CPCNH's rates have risen faster than Unitil's (and other NH utilities) which are likely to be temporary. On CPCNH's side, they lost most of their accumulated reserves in the winter of 2024-2025 because of an imbalance between long term ("hedged") and short term ("spot") energy contracts in their purchased energy supply. They had too little of their energy demand covered under fixed long term contracts and too much in spot market contracts. When demand increased more than expected due to unusually

severe weather nationally, and spot market prices soared, CPCNH was forced to use reserves to cover the added cost of the energy. Since then, to recover from this, they have added about 2 cents/kWh into their rates to rebuild those reserves, and have modified their energy contract risk management to rely much less on spot market purchases. That 2 cents accounts for most of the current gap between CPCNH and Until's rates.

Meanwhile, at the direction of the PUC, the state's utilities have been encouraged to use "proxy" (estimated) electric rates based on a mix of long term and up to 50% spot market pricing, rather than on all fixed price contracts which had been standard utility practice in the past. As a result, most utilities offered rates that turned out to be below cost (because of the same spot market price spikes that affected CPCNH). Eversource's estimated undercollections total \$38M over the last three rate periods. We do not have undercollection estimates for Until, but it is likely they had them as well. The utility's losses will presumably have to be recovered through their rates at some point, much like CPCNH has added 2 cents to its rate to restore its reserves.

Looking forward for Exeter Community Power

If the existing price premium between CPCNH and Until's default rates were to continue over several more rate periods the Town should rightly consider other options for its community power program, including withdrawing from CPCNH and moving to another aggregator, or shutting down the program and returning to Until as the default supply. The Energy Committee believes we are not at that point, for two reasons. First, we anticipate the gap between CPCNH's and Until's rates will narrow over the next 12 to 18 months and get back to the "at or below the utility rate" which Town required in order to begin the program, and which remains the goal. We see this as likely because the reserve "adder" will be tapered over time, borrowing costs will be reduced, other management factors will come into play, and utilities will have to address undercollections, all helping to improve CPCNH rate competitiveness. (See attachment from CPCNH detailing this and the schedule for next their next rate setting). Second, CPCNH offers important benefits to its municipal members other than rates. These include access to more renewable energy content, local control over energy supply choices, transparency in costs and rates, a non profit structure, effective advocacy for better state energy policy, creating competition in New Hampshire's energy markets, no customer lock-in and easy ways to opt-out, in and up.

Customer Opt-out is always an option

It is important to remember that our community power program allows customers to opt out of the default (CPCNH) supply at any time and move to either the Until default or a third party supplier. (It takes one to two billing cycles to complete and if moving to Until, you will be placed on a monthly rate until the next fixed rate period begins.). This is an important safeguard against any current or future rate premiums that exist. It is also incumbent on the Energy Committee, as stewards of Exeter's Community Power, to keep residents fully informed about rates and alternatives through various means including via social media, the Town website, flyers and the Biweekly Report. CPCNH rates for the next rate period (beginning Aug 1) will be set on June 26th and we will publicize that information through these means as soon as possible.

Attachments:

Flyer: "Exeter Community Power Update: Spring 2026"

Table/Charts: "Comparative Electric Rates and Net Savings/Losses"

CPCNH Memo to Members: Schedule for Rate setting; Notes on competitiveness

EXETER COMMUNITY POWER UPDATE: SPRING 2026

CURRENT RATES; OPTIONS TO OPT-OUT

May 9, 2026

As you may have heard in the news or seen on the Energy Committee website, the energy supply rate charged by the Community Power Coalition of New Hampshire (from whom Exeter gets its supply) increased again in February and, for the 3rd time, is higher than the Unitil default rate. The purpose of this update is to explain the current rates, and to remind customers about how they can opt-out of CPCNH as their default supplier and switch to Unitil or another third party supplier if they wish to do so.

Current Rates

Beginning of February 1 2026, the CPCNH default rate ('Granit Basic') rose from 13.73¢ to 14.93¢ per kWh, an increase of about 8.9% or about \$7.80/mo for the typical customer. While this is in line with electricity cost increases across New England, the current rate is about 24% higher than Unitil's current rate of 12.03¢ per kWh. In terms of cost per month, the average residential utility customer is paying about \$19/mo more under the CPCNH default rate than they would under the Unitil rate. CPCNH has indicated that this rate gap is likely to be temporary, caused primarily by need to build up their reserve funds after losses incurred in winter 2025 and that, over time, CPCNH will return to being at or below the utility default rates. We do not know with any certainty, however, whether CPCNH's prior rate advantage will return in the next several rate periods. (The six month rate periods begin on August 1 and February 1 each year.)

Changing suppliers

Fortunately, it is easy for Exeter Community Power customers to opt-out of the CPCNH default service and switch to either Unitil or a third party supplier. Per our agreement with CPCNH, this can be done at anytime, at no cost. There are three caveats to be aware of: 1) It will take one full billing cycle to change service, which could be more than 30 days, depending on when the switch is initiated; 2) if you sign up for Unitil's default service in the middle of a rate period you will be placed on their monthly variable rate (which may be higher or lower than the 6 month rate) until the next rate period in August; 3) be aware that third party suppliers typically require service contracts which may prohibit you from switching to another provider until the contract period ends. Depending on the rate offered, that is not necessarily a bad thing, but is something to keep in mind. The NH Dept. of Energy maintains a website showing comparative rates, contract periods and renewable energy content of all third party suppliers here: <https://www.energy.nh.gov/consumers/choosing-energy-supplier>

CPCNH makes opting-out easy using their self service portal or by contacting their customer service team. In both cases have your account number handy (found on your Unitil bill). If you opt-out, Unitil will become your default energy supplier unless you enroll with a third part supplier.

The CPCNH customer portal be accessed here where you will select 'Unitil' as your utility and 'Exeter' as your community: <https://www.communitypowernh.gov/customers/residential-rates>

—OR—

Simply call CPCNH customer service at 1-866-603-7697 (POWR) to initiate the switch.

If you do choose to opt-out of CPCNH, you will not be reenrolled automatically, so be sure to periodically check the Energy Committee's or CPCNH's websites for the latest rate information. New Rates will be announced in July, Effective August 1.

<https://www.exeternh.gov/exetercommunitypower>

<https://www.communitypowernh.gov/customers/residential-rates>

The Energy Committee will continue to monitor rates, publish advisories, and advise the Selectboard regarding our continued participation in CPCNH.

CPCNH Energy Supply Rates (Unitil Customers)
Effective: Feb 1 - July 31, 2026

Community Power Supply Rates Effective Feb. 1 – July 31, 2026			
For Unitil Residential Customers			
Power Options	Renewable Content [†]	Rate (¢/kWh)	Estimated Cost of Supply per Month*
Clean 100	100%	17.942¢	~ \$117/month
Clean 50	50%	16.042¢	~ \$104/month
Granite Plus	33%	15.342¢	~ \$100/month
Granite Basic	25.2% [†]	14.942¢	~ \$97/month

Unitil Energy Systems, Inc.
Energy Service Charges (Supply Charges Only)
Effective: February 1, 2026

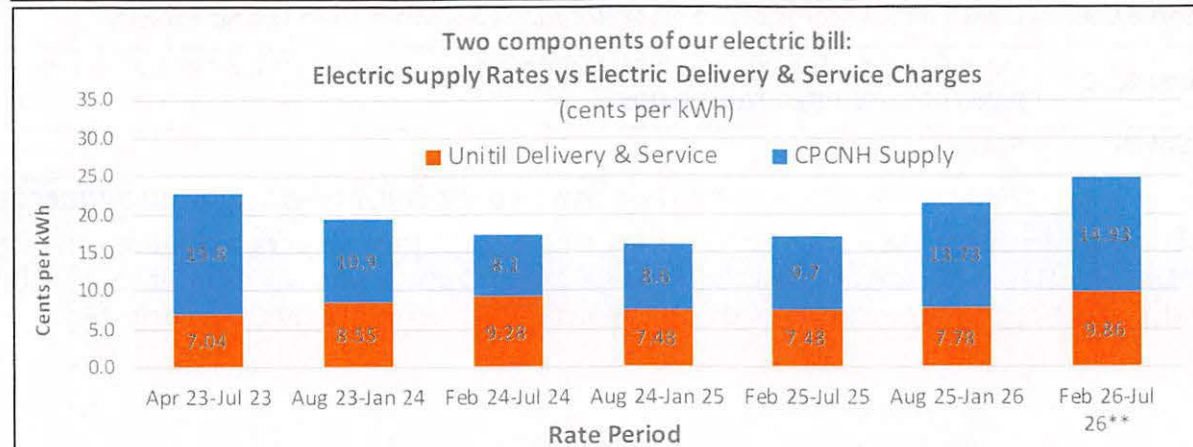
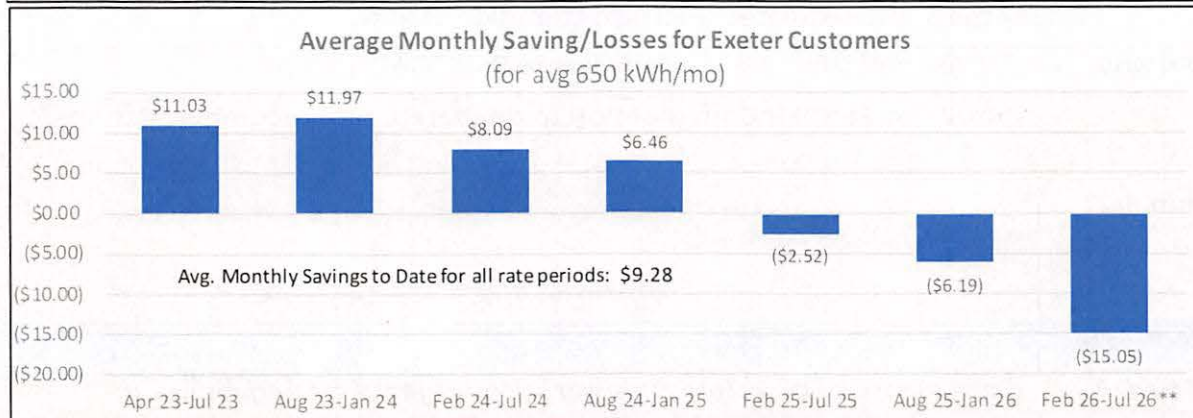
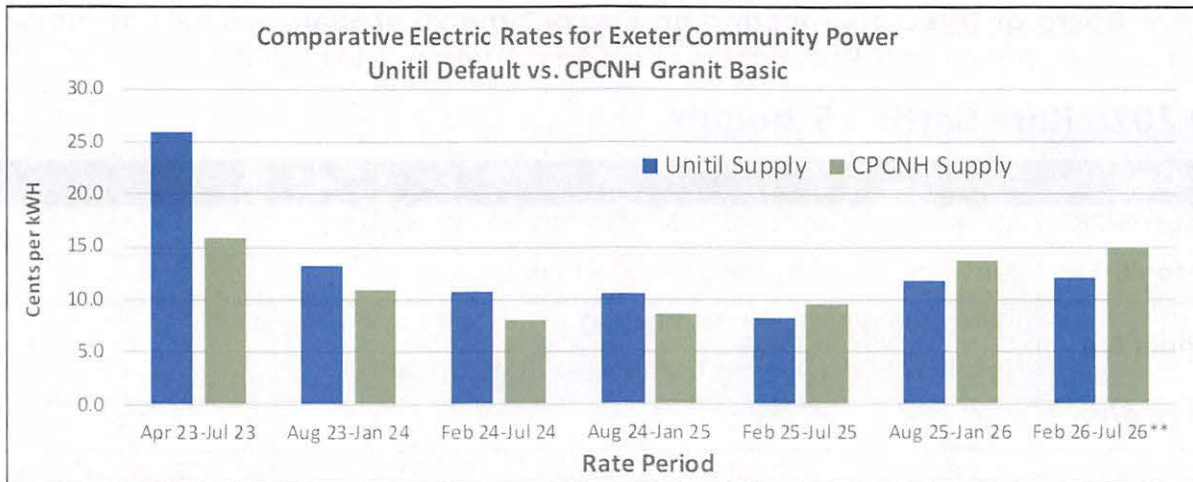
D	Domestic Rate	
Fixed Energy Service Charge		
February 1, 2026-July 31, 2026	\$	0.12061 per kWh
Variable Energy Service Charge		
February 2026	\$	0.17606 per kWh
March 2026	\$	0.11081 per kWh
April 2026	\$	0.09665 per kWh
May 2026	\$	0.09323 per kWh
June 2026	\$	0.10194 per kWh
July 2026	\$	0.12442 per kWh

TOU-D	Whole House Residential Time Of Use Rate	
Fixed Energy Service Charge		
Effective February 1, 2026		
Off-Peak kWh	\$	0.07572 per kWh
Mid-Peak kWh	\$	0.07715 per kWh
On-Peak kWh	\$	0.09283 per kWh

Comparative Electric Rates and net Savings/Losses Unitil Default vs. CPCNH Granit Basic

Rate Period	Unitil Delivery & Service	Unitil Supply	CPCNH Supply	CPCNH vs Unitil supply rate	Exeter CP Savings (all customers)	Approx. monthly savings/loss per customer
Apr 23-Jul 23	7.04	25.9	15.8	-39.0%	\$906,616	\$11.03
Aug 23-Jan 24	8.55	13.25	10.9	-17.7%	\$983,671	\$11.97
Feb 24-Jul 24	9.28	10.7	8.1	-24.3%	\$664,985	\$8.09
Aug 24-Jan 25	7.48	10.5	8.6	-18.1%	\$530,872	\$6.46
Feb 25-Jul 25	7.48	8.3	9.7	16.9%	(\$207,150)	(\$2.52)
Aug 25-Jan 26	7.78	11.78	13.73	16.6%	(\$509,013)	(\$6.19)
Feb 26-Jul 26**	9.86	12.06	14.93	23.8%	(\$207,712)	(\$15.05)
Cummulative Savings/Loss					\$ 2,162,269	

** 2 of 6 mo. In rate period to date





**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**
For communities, by communities.

Notice to: Members

From: Executive Director

Re: Fall 2026 Rate Setting Schedule

Date: May 28, 2026
From: Henry Herndon, Executive Director
To: Principal Executive Officers and Member Representatives of CPCNH
Cc: Operations
Subject: Fall 2026 Rate Setting Schedule

In accordance with the [Retail Rates Policy](#), this letter serves as notice to CPCNH Members that the **Board of Directors meeting on Friday June 26 at 10am** will include action to adjust default Community Power rates effective starting August 1, 2026.

Fall 2026 Rate Setting Schedule

Date	Details
Thurs 5/28	Advanced notice to PEOs & Members on rate adjustment
Mon 6/1	9am, Finance Committee (FinCom) meeting
Thurs 6/4	10am, Board of Directors meeting 1pm, Risk Management Committee (RMC) meeting
Mon 6/15	9am, FinCom meeting
Thurs 6/18	Eversource default supply rate proposals submitted for PUC approval, the last of the 3 PUC regulated electric distribution utilities
Fri 6/19	CPCNH staff submit proposed rates to RMC, FinCom, Board
Mon 6/22	1pm, Joint RMC-FinCom meeting to deliberate rate recommendations <ul style="list-style-type: none"> - Presentation of utility default supply rates and competitive offerings - Presentation on CPCNH revenue requirements (expected costs, expense, reserves) and recommended supply rates - Public comment on changes to default supply rates
Weds 6/24	12pm, Rates workshop for Members
Fri 6/26	10am, Board of Directors meeting including rate setting decision
Mon 6/29	Deadline for Members to elect default rates other than Granite Basic
Tues 6/30	Deadline for public noticing of upcoming rate adjustment; rates posted to www.communitypowernh.gov
Sat 8/1	Rates effective

Meeting details and access at: www.communitypowernh.gov/about/meetings

No action is needed unless your Community Power program selects a default rate other than Granite Basic. To select Granite Plus or a Local Option as your default rate, submit your duly authorized rate elections using the attached template by COB June 29.

Attachment 1: New Hampshire Energy Landscape

The ongoing disruption to global energy markets that commenced on February 28 has increased uncertainty, volatility and forward prices in New England's electricity market, particularly for the coming winter. Fundamentals such as constraints on global fuel supplies are driving up costs. Upward adjustments to electricity rates across the market are possible.

Outcomes of PUC/Eversource Proxy Rates

Starting in 2024, the Public Utilities Commission (PUC) directed utilities to operate in the ISO New England energy spot market and prescribed a formula to set "proxy rates," a change from the longstanding practice of fixed price agreements for utility default supply. In May, CPCNH regulatory efforts surfaced the following findings about outcomes:

- Eversource supply rates have been set under the actual market cost of power in three out of the four proxy rate periods.
- As of April 2026, Eversource has incurred ~\$33 million in losses from proxy rates charged to residential/small customers, and ~\$5 million in losses for large customers.
- For residential/small customers, amortized recovery could add approximately 1.8 cents/kwh to Eversource rates over one period (6 months) or 0.9 cents/kwh over two periods (12 months). For large customers, amortized recovery could 6 cents/kwh over 6 months or 3 cents/kwh over 12 months.
- Current rate period losses of \$15.7 million in February, March, April may be partially defrayed by net gains in May, June, and July.

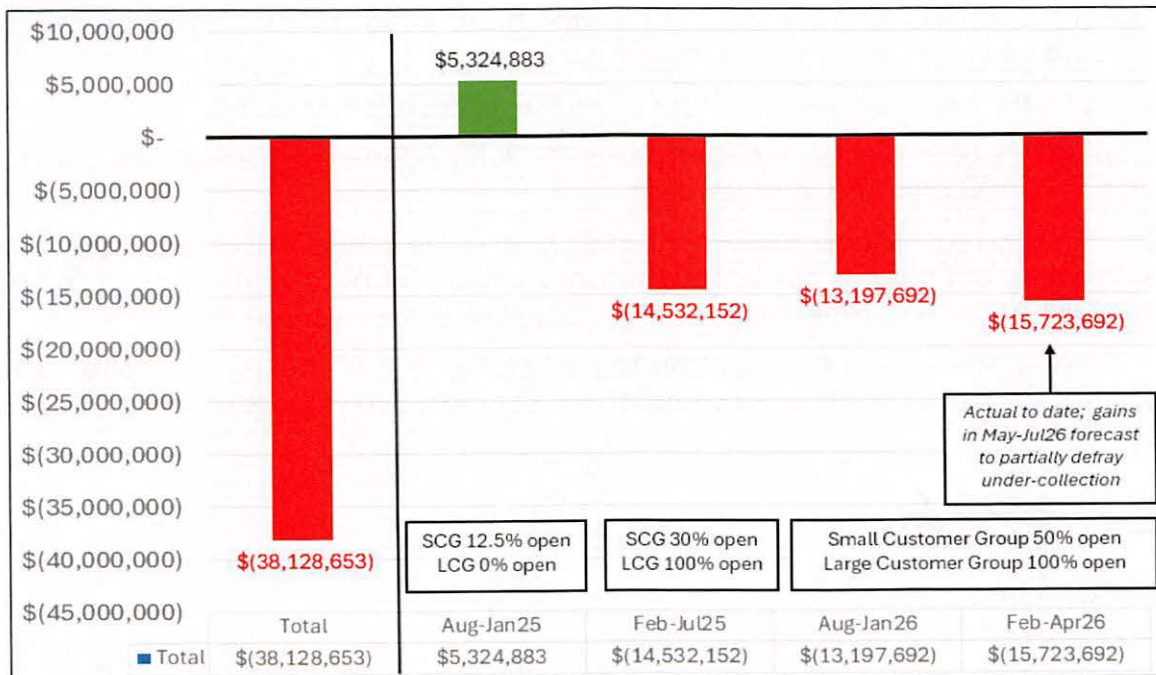


Figure 1. Eversource (Under)/Over Collections: DE 26-017, Eversource data provided in response to CPCNH discovery 01-001 (a)(b); Aug24-Apr26; excludes interest carrying costs; combines small and large customer groups.

HB1733: Legislation & Regulation on Recovery of Utility Losses

In May, the NH House and Senate concurred on [HB 1733](#). The bill is headed to the Governor and would reinforce the principle that utility supply costs are not to be shifted to customers shopping in the market or through local city and town aggregations.

In the coming months, the PUC will consider how to allow utility recovery of proxy price losses, including: timing (starting as of 8/1/26 vs. some later date); duration of amortization (e.g., 6 vs. 12 months); mechanism (utility supply rates or cost-shifting proposals). The CPCNH policy team continues to work alongside the stakeholders and represent the interests of our members and customers in these policy processes.

Competitive Outlook

CPCNH's success depends on a prudent balance of rate competitiveness and responsibly building financial reserves. For the first two years of service, CPCNH rates outperformed utility default supply rates. Over the past year and half, the organization has re-indexed the balance towards responsible reserve growth during a period in which utility rates were set below market costs.

In the upcoming rate periods, as CPCNH begins tapering reserve adders and utilities begin recovering losses, I anticipate rate comparisons will trend closer to parity.

CPCNH's strategy to increase competitiveness may include:

- tapering reserve adders from current levels
- expanding staff expertise, bolstering investment in portfolio management, and diversifying counterparties and products
- lowering financing obligations and costs and securing a credit rating
- developing more projects and programs in a local energy market that is more innovative, affordable, and independent.

Aspects of the strategy will be implemented in 2026 while others will take longer to fully execute. We are confident in our ability to improve our competitive position in the next period, and to continue to improve performance in the years to come.

Over the coming weeks, I encourage you to participate in our rate-setting deliberations to help inform the decisions that will create the best long-term value for our communities.

Sincerely,



Henry P. Herndon
Executive Director, CPCNH

Solar Array Annual Operations & Maintenance Contract



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: May 28, 2026
To: Paul Cohen, Town Manager
From: Dave Sharples, Town Planner
Re: Solar Array Annual Operations & Maintenance (O&M) Contract

I am writing this memorandum to request an exception to the Purchasing Policy to contract with ReVision Energy for O&M services for the solar array at the Cross-Road Landfill. While there is an argument that this was already discussed and approved through prior action, I am making this case now out of an abundance of caution.

The annual monitoring/O&M of the landfill was always expected to be part of the initial approval of the solar array. Its yearly cost was noted and baked into the cash flow document created prior to any decisions made by the Town. I have enclosed the cash flow document from ReVision that includes the annual estimated cost of O&M. I have also attached the proposed pricing from ReVision that was received earlier this month and the draft contract.

The ReVision proposal includes several levels but we had decided early on that we would want a daily monitoring schedule which was also reflected in the cash flow document. You will note that the proposed pricing is in line with the cash flow document and is actually slightly lower. The cash flow document had the first five years of O&M at \$45,326 whereas the current proposal from ReVision is for \$43,516.

The Purchasing Policy allows for the Town Manager to approve an exception to the Purchasing Policy to avoid going out to bid in Section VI Cases Not Requiring Bidding Procedures. I believe we meet the conditions set forth in Section VI (b) and (c). I called several firms that construct and repair solar arrays but have yet to find one that will provide ongoing O&M and monitoring services. These firms will come out and troubleshoot and repair the system but not monitor it. We also have a five year "bumper to bumper" warranty on the solar array through Revision Energy since they constructed the system. I believe it is critical to have ReVision to perform the O&M during this time frame. It would be cumbersome to have another firm conduct the monitoring only to call ReVision for any warranty issue. This scenario could result in unacceptable down times of the system and delays in repairs and maintenance. I believe contracting with ReVision is necessary for the acceptable operation of the system.

I am requesting your approval to proceed with a five-year contract with ReVision for daily monitoring services. While the total term is up to five years, the Town has the right to terminate the agreement with sixty (60) days' notice as set forth in Section 1.2 of the draft contract. The contract will be reviewed by Primex prior to execution so some of the

language may change but it will always retain the termination clause. I am also requesting approval of an exception to the Purchasing Policy, to the extent one is even needed.

The contract will be funded through the proceeds from the solar array. The total cost of the contract is \$43,516. whereas the Purchasing Policy requires Select Board approval for all service contracts over \$25,000. However, the enclosed draft contract contains an escape clause so it will essentially be an annual cost of approximately \$9,000. I spoke with Melissa Roy and Corey Stevens and we collectively concluded that while an argument could be made that the contract could be executed by the Town Manager under Section III (c) and would not need Board approval, we decided to bring it forward to the Select Board to cover all bases.

I understand that this item will be placed on the June 1, 2026 Select Board meeting. I am available to attend the meeting if needed. I have provided a proposed motion for the Board's convenience.

Proposed Motion: I move that the Select Board authorize the Town Manager, or his designee, to execute a year to year contract for a maximum of five years with ReVision Energy for the Operation, Maintenance, and Monitoring of the Cross Rd Landfill Solar Array, and take any and all actions necessary to execute the contract.

Thank You.

cc Melissa Roy

Corey Stevens

enc (3)



OPERATION AND MAINTENANCE SERVICE AGREEMENT

This Operation and Maintenance Services Agreement (“**Agreement**”) is entered into by and between Owner (as defined below) and Contractor (as defined below) (each a “**Party**” and collectively the “**Parties**”) as of the latter signature date hereof (the “**Effective Date**”).

Owner: Town of Exeter, New Hampshire Attn: David Sharples 13 Newfields Road New Hampshire 03833	Contractor: ReVision Energy Inc. 758 Westbrook Street South Portland, Maine 04106 commercialservice@revisionenergy.com 207.747.0076
Owner’s On-Site Contact: David Sharples dsharples@exeternh.gov 603.773.6112	Solar Facility (“System”): Exeter - Landfill 9 Cross Road, Exeter, NH 03833
Pre-authorized Time & Materials	\$1,000.00
Service Level: Inspections + Monitoring	(“ System Size ”): 1,791.24 kW DC
Total Contract Value – 5 Year Term: \$43,517.00	Utility: Eversource

The exhibits listed below are incorporated by reference and made part of this Agreement.

- Exhibit 1 Basic Terms and Conditions
- Exhibit 2 Initial System Inspection
- Exhibit 3 General Terms and Conditions
- Exhibit 4 Inspection and Performance Report Forms

IN WITNESS WHEREOF, the undersigned Parties have caused this Agreement to be signed on their behalf by their duly authorized representatives who, by their signatures below, attest that they have the power and authority to bind their respective Party.

Contractor: ReVision Energy Inc.
 By: _____

Owner: Town of Exeter, New Hampshire
 By: _____

Signature: _____
 Printed Name: _____
 Title: _____
 Date: _____

Signature: _____
 Printed Name: _____
 Title: _____
 Date: _____

Exhibit 1
Basic Terms and Conditions

1. **Term.** Five (5) years, beginning on the first day of the month following the Effective Date, the PTO Date (hereinafter defined), or Commercial Operation Date (hereinafter defined) whichever is later (the “**Commencement Date**”). “**PTO Date**” means the date on which the System has undergone all necessary inspections and received all necessary approvals and permission to operate from all utilities and authorities having jurisdiction over the System. “**Commercial Operation Date**” means the date the System is mechanically and electrically complete so that the Owner can utilize the System in the manner for which it is intended and is placed into service.

1.1. Additional Terms. This Agreement shall automatically renew for one (1) additional one (1) year term unless Owner notifies Contractor that Owner elects not to renew this Agreement at least sixty (60) days before the end of the initial five (5) year term. This Agreement may be further extended as mutually agreed by the Parties in writing.

1.2. Annual Appropriation. Notwithstanding the stated term of this Agreement, Owner’s obligations are subject to annual appropriation. Owner may terminate this Agreement at the end of any fiscal year without penalty by providing written notice in accordance with Section 4. This Agreement shall be construed as a year-to-year agreement for municipal approval purposes.

2. **Scope of Services.** Contractor agrees to perform the work tasks set forth in Section 2.1 below for the Service Level selected by Owner above (the “**Services**”) in accordance with the Maintenance Schedule. Corrective maintenance or repairs to the System are expressly excluded from this Scope of Services. Notwithstanding the foregoing, Contractor will make minor corrections or repairs for up to 30 minutes each time Contractor is on site to perform either a scheduled Major Electrical & Mechanical System Inspection or scheduled Minor Electrical & Mechanical System Inspection at no additional cost to Owner. **VEGETATION MANAGEMENT, INCLUDING BUT NOT LIMITED TO MOWING AND WEED CONTROL, SNOW PLOWING, AND SNOW REMOVAL ARE EXPRESSLY EXCLUDED FROM THIS SCOPE OF SERVICES.**

2.1. The following services are included in the Scope of Services

- Annual Preventive Maintenance System Inspection (PMI) and Diagnostic Report
- Annual Aerial Thermography Inspection and Analytic Report
- Daily Monitoring system alert analysis & remote troubleshooting
- Annual PV System Production Report

3. **Compensation and Payment.** Owner will compensate Contractor for performing the Services at the rates set forth in the Payment Schedule set forth below for the Service Level selected by Owner above (the “**Compensation**”).

3.1. Payment Schedule.

	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
Town of Exeter, Landfill	\$8,034	\$8,356	\$8,690	\$9,038	\$9,399	\$43,517

3.2. Invoicing. Contractor shall invoice Owner for the annual Compensation at the beginning of each year of the Term and such payment shall be due within thirty (30) days of Owner’s receipt of invoice. Contractor may invoice for additional work as it occurs. Invoices outstanding for more than 30 days shall accrue interest at the rate of 1% per month or any part thereof. If Owner pays by wire transfer, all such wire transfers shall be twice pre-verified by verbal verification and a separate call-back verification between Owner and Contractor. No payment by wire transfer shall be deemed to have been delivered to Contractor unless and until the payment is in fact deposited into Contractor’s accounts.

3.3. Any discovery contrary to Contractor’s assumptions due to Owner supplied information and/or due to concealed or unknown physical conditions materially different from conditions ordinarily found to exist on projects of a similar nature or other conditions not now known or visible, including but not limited to multiple interconnection points to the utility’s grid and access conditions or restrictions, including the need for a lift to access the System, resulting in any alterations to the Scope of Services shall be considered outside the Scope of Services for this Agreement and the Compensation. In this event, Contractor will promptly notify Owner, will consult with Owner, and shall be entitled to an equitable adjustment in the Compensation. Any equitable adjustment in the Compensation shall be documented by Change Order under Exhibit 3, Section 3 of this Agreement.

3.4. Any additional work performed by Contractor, including but not limited to minor corrective maintenance and/or repairs that require more than 30 minutes to complete, outside the Scope of Services of the Service Level selected by Owner, shall be performed and invoiced in accordance with the Time and Materials Rate Schedule.

3.4.1. Time and Materials Rate Schedule.

Time and Materials Rate Schedule		
Labor Type	Regular Hourly Rate	Urgent Response Rate
Project Manager	\$175.00	\$263.00

Engineer	\$175.00	\$263.00
Service Technician	\$175.00	\$263.00
Standard Dispatch Fee		\$215
Equipment Warranty Processing Fee (Per Claim)		\$100

- i. Contractor reserves right to increase Hourly Rates in response to market fluctuations.
- ii. Hourly Rate is charged in 15-minute increments after a minimum of one hour.
- iii. Urgent Response Rate applies to weekday hours between 5:00 p.m. and 7:00 a.m. and all hours on weekends and holidays.
- iv. Standard Dispatch Fee will be applied per customer-approved dispatch to cover travel and scheduling coordination.
- v. Repairs, replacements, or modifications that cannot be made by simple repairs (i.e.: basic adjustments with hand tools, addition of minimal materials such as zip ties or wire clips) may require additional site visits.
- vi. Additional technician charges apply when a project requires additional personnel for safety, lifting assistance, material handling, etc.
- vii. Administrative Labor Fee. Non-field administrative support is billed at \$100/hour. Manufacturer warranty claims coordinated by ReVision incur a \$100 processing fee per claim.

4. Guaranteed Response Time: The Contractor's response time to either troubleshoot and resolve a production issue remotely, or to deploy a technician to the site to identify and determine recommended corrective action to a production issue is set forth in the table below. The guaranteed response time varies in accordance with issue severity and monitoring schedule unless Contractor is alerted by system Owner or host directly.

Issue Class	Definition	Contractor's On-site Response
Critical	Any issue creating an imminent danger to people or property or, for Systems over 500kW DC, an issue that reduces system production by 50% or more	Contractor representative will be on-site within twenty-four (24) hours
High	Any issue that reduces System production by 30-49%	Unless addressed remotely, Contractor representative will be on-site within 24-72 hours during business days

Medium	Any issue that reduces System production by 10-29%	Unless addressed remotely, Contractor representative will be on-site within 3-7 business days
Low	Issues that marginally affect system performance by 9% or less	Unless addressed remotely, Contractor representative will create a dispatch request, and the issue will be placed in the standard response queue. The standard response queue operates on an average dispatch timeframe of 1 to 2 weeks, subject to scheduling availability

5. Minimum System Requirements. The Parties acknowledge that Contractor’s performance of the Services is contingent upon the System meeting certain minimum technical requirements, as described below:

5.1. Production Modeling: System must include an existing energy production modeling analysis to be reviewed and approved by Contractor. If Owner cannot provide such analysis Contractor and Owner will enter a separate written agreement for Contractor to perform energy production modeling analysis on the System.

5.2. Web-based Monitoring: System must include web-enabled data acquisition system (“**DAS**”) for Contractor to access and review. Owner is responsible for maintaining and renewing contract with DAS provider throughout the term of this Agreement. Contractor will monitor the System at the level that the System’s DAS allows for. For example, if the DAS allows for system level monitoring and inverter level monitoring, Contractor will monitor production at both at the system level and inverter level; if the DAS only allows for system level monitoring, Contractor will only monitor productions at the system level.

5.3. Internet Connectivity: System must remain connected to the internet in order for the DAS to function. From time to time, this may require Owner’s reasonable assistance to access and/or reset the internet connection equipment. If DAS uses cellular connection to communicate data to internet, Owner is responsible for upgrading cellular communication device whenever required by its cellular carrier and for maintaining and renewing contract with its cellular carrier throughout the term of this Agreement.

5.4. System Access and Grounds Management: Owner is responsible for ensuring Contractor can adequately access the System at all times by vehicle and on foot, including snow plowing and removal as needed. Owner shall provide Contractor with sufficient space to park vehicles, including but not limited to trucks and lifts, as needed

to perform the Services. For ground-mounted Systems, Owner is responsible for vegetation management, including but not limited to mowing and weed control, to allow Contractor access to the System to perform the Services. If Contractor, in its sole discretion, determines that Contractor, its employees or subcontractors cannot safely or sufficiently access the System when on site to Perform the Services, then Contractor shall invoice Owner for the System visit in accordance with the Time and Materials Schedule in Exhibit 2 and shall not be obligated to return to the System until Owner has taken the steps necessary to provide safe and sufficient access to the System.

6. Warranties.

6.1. Workmanship Warranty. Contractor warrants that parts and labor for corrective maintenance or repairs to the System done by Contractor for a period of six (6) months from the date the corrective maintenance or repair is completed (the "**Warranty Period**"). During the Warranty Period, Contractor shall, without expense to Owner or Owner's successors and assigns, promptly, but in any event shall commence all Warranty Services and Work (as defined below) within ten (10) business days of notice to of the discovery of a defect or flaw in the corrective maintenance or repair, or notice to Contractor, repair, replace, or re-perform any corrective maintenance or repair, materials, and/or equipment in whole or in part, which fail to conform to this Agreement or Industry Standards, and Contractor shall also bear the expense of making good all corrective maintenance or repairs, materials, and equipment in whole or in part, of either Owner or Owner's successors and assigns, which are impaired, destroyed, or damaged by such repair, replacement, or re-performance (the "**Warranty Services and Work**").

6.2. Warranties By Others. Contractor shall obtain from sellers of equipment, material or services utilized in the performance of the Services and any corrective maintenance and repairs, for Owner's benefit and in Owner's name, warranties against defects in materials and workmanship to the extent such warranties are available and reasonably obtainable, and, to the extent of any such warranties actually obtained, Owner releases Contractor from any further liability arising in respect of such equipment, material or services to the extent such liability is covered by any such warranty. Contractor shall not be liable for any such warranties, or for any defects or damage caused by such equipment, material or services, provided under such warranties. Each such warranty shall be enforceable by Contractor for Owner's benefit without any further action or consent by or on the part of Contractor or any third party. Contractor shall notify Owner of any defects discovered or suspected that may be covered, to the best of Contractor's knowledge, by any warranties.

7. Pre-Authorized Additional Work. Contractor is authorized to perform additional work outside the Scope of Services invoiced in accordance with the Time and Materials Rate Schedule up to the amount selected by Owner on the first page of this Agreement without

further authorization from Owner. For the avoidance of doubt, if the Owner selects "None" on the first page of this Agreement, then Contractor is not authorized to perform any additional work outside the Scope of Services without the prior agreement of Owner.

Exhibit 1-A

Service Item Descriptions

The following is a description of all services whether or not they are included in Owner's Scope of Services. Please refer to Section 2 of your contract for the Scope of Services.

Annual Preventive Maintenance System Inspection (PMI): Inspection of all electrical and mechanical system components to ensure that System is performing at optimal levels and built for structural longevity. Full scope of Major Electrical and Mechanical System Inspection described in Exhibit 4. Inspection form may be modified by Contractor from time to time by Contractor in its sole discretion.

Annual Aerial Thermography Inspection and Analytic Report: Once per year, an FAA-licensed drone pilot will fly the site with a thermal imaging drone. The inspection identifies thermal anomalies such as hot spots, defective modules, string failures, and other performance issues that may impact system efficiency. A detailed report will be provided to Owner within 10 business days of completion.

Ongoing Alert Management: Monitoring for inverter error codes, communication failures, and other system alerts.

Performance Monitoring Frequency: Cadence of performance monitoring process, selected at contract signing and noted in Service Level on page 1.

Proactive Performance Monitoring: At selected performance monitoring frequency, analyze production data against modeled expected data, calculate discrepancies between actual and projected production, clear discrepancies not requiring further investigation, or escalate to Owner to deploy a technician to the site or to determine next steps.

Remote Troubleshooting: Upon identification of an issue with the System during performance monitoring, System inspection, notification by Owner, or otherwise, Contractor will troubleshoot issue remotely, along with manufacturers as needed, until issue is either resolved or it is determined that a site visit is necessary to investigate further.

Exhibit 2

Initial System Inspection Agreement

Only for use with Systems not Installed by ReVision

Exhibit 3

General Terms and Conditions

1. **Use of Contractors and Subcontractors.** Contractor shall be permitted to use contractors and subcontractors to perform its obligations under this Agreement; provided, however, that such contractors and subcontractors shall be duly licensed, shall comply with the insurance requirements in Section 10, and shall provide any work in accordance with applicable industry standards. Notwithstanding the foregoing, Contractor shall continue to be responsible for its obligations under this Agreement and for the quality of the work performed by its contractors and subcontractors.

2. **Standard of Care.** Contractor (including its employees, agents, subcontractors) shall perform the Services with diligence, skill and care, in a clean, safe, efficient and environmentally acceptable manner and maintain the System in efficient operational condition and good mechanical condition and in accordance with (i) this Agreement, (ii) all Applicable Laws (defined below) and Licenses and Permits (defined below), (iii) all applicable warranties and guarantees provided by manufacturers, suppliers, or contractors relating to or arising from the System and all component parts thereof (the "**Warranties**"), (iv) all System (and all component parts thereof) manufacturers' maintenance instructions and specifications (the "**Manuals**"), (v) in accordance with Industry Standards (defined below), and (vi) any applicable code of conduct or safety program governing Contractor's Services. Contractor (or its subcontractor, as applicable) shall obtain all Licenses and Permits required for it to do business and perform the Services in the jurisdictions where the Services are to be performed.

2.1. "**Industry Standards**" means those reasonable and prudent practices, standards, methods, means, techniques, operations, and acts normally practiced by solar operators, maintenance providers, asset management providers, and renewable energy certificate management providers in performing services of a similar nature for comparable solar projects in the jurisdiction where the Services are to be performed, and that comport with the care, skill and diligence as a reasonably prudent business company of established reputation engaged in the solar energy business would exercise in the conduct of its business and with applicable solar energy industry standards in the same region as the System, safety and environmental considerations and manufacturer's recommendations.

2.2. "**Applicable Law(s)**" means, with respect to any Governmental Authority, any constitutional provision, law, statute, rule, regulation, ordinance, treaty, order, decree, judgment, decision, certificate, injunction, registration, license, permit, authorization, guideline, governmental approval, consent or requirement of such Governmental Authority, as construed from time to time by any Governmental Authority.

2.3. **"Governmental Authority"** means any national, autonomic, regional, state, county, province, town, city, or municipal government, whether domestic or foreign, or other administrative, regulatory or judicial body of any of the foregoing.

2.4. **"Licenses and Permits"** means authorizations, consents, approvals, waivers, exceptions, variances, filings, permits, orders, licenses, exemptions and declarations of or with any Governmental Authority required for the ownership, use, operation and maintenance of the System.

3. **Changes to the Services and Change Orders.** Any changes to the Services or the Compensation will be accomplished only upon the Parties entering into a written **"Change Order"** signed by both the Contractor and the Owner. If the Change Order modifies the cost to perform the Services, the Change Order shall detail the cost of the Change Order services and the updated Compensation.

4. **Termination.** Either Party may terminate further performance of this Agreement at any time and for any or no reason by providing the other Party ninety (90) days prior written notice of its desire to terminate. Either Party may terminate further performance of this Agreement immediately following a material breach by the other Party. Contractor shall be paid for all Services and any additional work on the System that are performed before the effective date of any termination.

5. **Exclusive Remedy; Default and Termination.** Owner's and Contractor's sole obligation and exclusive remedy to each other, in the event of an alleged breach or defect in any service provided hereunder is the correction by that party of such alleged breach or defect. If after repeated efforts that party is unable to correct, or if that party fails within reasonable time to attempt to correct and continues not to attempt to correct within (10) days of receipt from the other party of written notice of such breach or defect, the other party shall be entitled to terminate this Agreement and to recover actual damages. Both parties understand and agree that this exclusive remedy allocates risk of service defects between the parties as authorized by applicable law.

6. **Indemnification.** Owner and Contractor agree to indemnify and hold harmless each other from any claims, actions or other proceedings and any losses, damages or liabilities asserted by third parties in respect to personal injury or death to any person, or damage to any property arising out of or based upon any act or omission of the parties in performance of this Agreement. These indemnities shall include but are not limited to any amount paid in settlement of any such claims, actions, proceedings, losses, damages or liabilities and any legal fees and expenses incurred by any indemnitee hereunder in defending or settling any case or controversy thereof.

6.1. Environmental Indemnification. In addition, Contractor shall indemnify, defend and hold harmless Owner from and against all Liabilities arising out of or relating to the

existence at, on, above, below or near the System of any Hazardous Substance (as defined below) to the extent deposited, spilled, released, disturbed, or otherwise caused by, or to the extent that any pre-existing condition was exacerbated by, Contractor or any of its contractors or agents. Owner shall indemnify, defend and hold harmless Contractor from and against all Liabilities arising out of or relating to the existence at, on, above, below or near the System of any Hazardous Substance (including but not limited to any Hazardous Substance resulting from or relating to any pre-existing conditions and any settling or subsidence of the land below the System), except to the extent deposited, spilled, released, disturbed or otherwise caused by, or to the extent that any pre-existing condition was exacerbated by, Contractor or any of its subcontractors or agents.

6.2. **Notice.** Each Party shall promptly notify the other Party if it becomes aware of any Hazardous Substance on or about the premises where the System is located or any deposit, spill or release of any Hazardous Substance.

6.2.1. **"Hazardous Substance"** means any chemical, waste or other substance (A) which now or hereafter becomes defined as or included in the definition of "hazardous substances," "hazardous wastes," "hazardous materials," "extremely hazardous wastes," "restricted hazardous wastes," "toxic substances," "toxic pollutants," "pollution," "pollutants," "regulated substances," or words of similar import under any laws pertaining to the environment, health, safety or welfare, (B) which is declared to be hazardous, toxic, or polluting by any Governmental Authority, (C) exposure to which is now or hereafter prohibited, limited or regulated by any Governmental Authority, (D) the storage, use, handling, disposal or release of which is restricted or regulated by any Governmental Authority, or (E) for which remediation or cleanup is required by any Governmental Authority.

7. **Limitations of Liability.** IN NO EVENT SHALL OWNER OR CONTRACTOR BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OR LOST PROFITS ARISING, WHETHER FORESEEABLE OR NOT, OCCASIONED BY OR ARISING OUT OF OWNER'S OR CONTRACTOR'S BREACH HEREOF OR PERFORMANCE HEREUNDER, DELAY IN PERFORMANCE OR ANY OTHER CAUSE WHATSOEVER. CONTRACTOR'S LIABILITY TO OWNER FOR ACTUAL DAMAGES FOR ANY CAUSE WHATSOEVER, REGARDLESS OF THE FORM OF THE ACTION, WILL BE STRICTLY LIMITED TO THE FEES THAT HAVE ACTUALLY BEEN PAID BY OWNER TO CONTRACTOR PURSUANT TO THIS AGREEMENT. THIS SECTION 7 (LIMITATION OF LIABILITY) SHALL SURVIVE THE TERM OF THIS AGREEMENT AND SHALL REMAIN IN FULL FORCE AND EFFECT FOR A PERIOD OF SIX YEARS AFTER THE TERM OF THIS AGREEMENT.

8. **Force Majeure.** Force Majeure means any event or circumstances beyond the reasonable control of and without the fault or negligence of the Party claiming Force

Majeure. It shall include, without limitation, default by subcontractors or suppliers; an act of god; war (declared or undeclared); sabotage; riot; insurrection; civil unrest or disturbance; military or guerilla action; terrorism; economic sanction or embargo; epidemics or pandemics; civil strike, work stoppage, slow-down, or lock-out; explosion; fire; earthquake; highly abnormal or severe weather condition or actions of the elements; epidemics and pandemics; the binding order of any Governmental Authority (provided that such order has been resisted in good faith by all reasonable legal means); the failure to act on the part of any Governmental Authority (provided that such action has been timely requested and diligently pursued); unavailability of electricity from the utility grid, equipment, supplies or products (but not to the extent that any such availability of any of the foregoing results from the failure of the Party claiming Force Majeure to have exercised reasonable diligence); and failure of equipment not utilized by or under the control of the Party claiming Force Majeure.

8.1. Except as otherwise expressly provided to the contrary in this Agreement, if either Party is rendered wholly or partly unable to timely perform its obligations under this Agreement because of a Force Majeure event, that Party shall be excused from the performance affected by the Force Majeure event (but only to the extent so affected) and the time for performing such excused obligations shall be extended as reasonably necessary; provided, however, that: (i) the Party affected by such Force Majeure event, as soon as reasonably practicable after obtaining knowledge of the occurrence of the claimed Force Majeure event, gives the other Party prompt oral notice, followed by a written notice reasonably describing the event; (ii) the suspension of or extension of time for performance is of no greater scope and of no longer duration than is required by the Force Majeure event; and (iii) the Party affected by such Force Majeure event uses all reasonable efforts to mitigate or remedy its inability to perform as soon as reasonably possible. Notwithstanding anything herein to the contrary, the obligation to make any payment due under this Agreement shall not be excused by a Force Majeure event that solely impacts Purchaser's ability to make payment.

9. Resolution of Disputes & Choice of Law. Any claim or controversy or claim arising out of or relating to this Agreement, or the formation or breach thereof, shall be settled by arbitration in Portland, Maine in accordance with the Commercial Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction thereof. This Agreement shall be governed by, and construed in accordance with the laws of the state or commonwealth where the System is located applicable to agreements made and to be performed within such state or commonwealth without regard to principles of Conflicts of Law.

10. Insurance.

10.1. Contractor shall maintain the following insurance coverage:

10.1.1. Worker's Compensation Insurance, with statutory limits;

10.1.2. A Commercial General Liability Policy ("CGL") which shall provide for limits in the amount of \$1,000,000 dollars for each occurrence and \$2,000,000 in the aggregate;

10.1.3. Umbrella General Liability Policy ("Umbrella"), which shall provide for limits in the amount of \$5,000,000 dollars for each occurrence and \$5,000,000 in the aggregate; and

10.1.4. Automobile coverage with \$1,000,000 per occurrence and annual aggregate.

10.2. Owner shall maintain the following insurance coverage:

10.2.1. Property insurance on the System for the estimated replacement cost thereof; and

10.2.2. at a minimum a CGL Policy in the amount of \$1,000,000 dollars for each occurrence and \$2,000,000 in the aggregate.

11. **Miscellaneous.** This Agreement shall be binding upon the parties and their respective partners, affiliates, heirs, legal representatives, successors and assigns. No portion of this Agreement or any right or obligation thereunder can be transferred or assigned, in whole or in part, whether by operation of law or otherwise, by either party without prior written consent of the other party, except that Contractor may assign this Agreement to one of its affiliates without the consent of Owner. If any provision contained in this Agreement shall for any reason be held unenforceable in any respect under the law of any state or of the United States of America, such unenforceability shall not affect any other provisions in this Agreement; this Agreement shall then be construed as if such unenforceable provision or provisions had never been contained. Owner and Contractor are and shall be independent contractors to one another, and nothing herein shall be deemed to cause this Agreement to create an agency, partnership or joint venture. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Contractor and Owner or any employee or agent of Owner.

12. **Survivability.** Sections 6 (Indemnification) and 7 (Limitation of Liability) shall survive the Term of this Agreement and shall remain in full force and effect for a period of six years after the Term of this Agreement.

13. **Notices.** All notices, requests, statements or payments will be made to the addresses and persons specified in the Work Order. All notices, requests, statements or payments will be made in writing and shall be delivered orally by telephone, by hand delivery, overnight delivery, or e-mail. Notice by hand delivery or overnight delivery will be deemed to have been received when delivered. In emergencies, notice may be provided orally by telephone

and will be deemed to have been received at the time the call is received so long as a written copy of such notice is provided immediately thereafter in accordance with the requirements of this Section. Notice by e-mail will be deemed to have been received when the recipient of such e-mail personally acknowledges receipt, so long as the acknowledgment is not an automated response. A Party may change its address by providing notice of the same in accordance with the provisions of this Section.

Exhibit 4

Inspection and Performance Report Forms

Major Inspection Report Form

Minor Inspection Report Form

Turnkey Solar Project Preliminary Cash Flow - Full Scale - Town of Exeter

System Design	
Annual Generation	2,313,590
System Size in kW (DC)	1768.80
System Size in kW (AC)	1450.00
Basis Eligible Cost	\$5,073,389
Basis Ineligible Cost	\$153,886
Turnkey Price before Federal Rebate (incl. contingency)	\$5,227,274
Federal Rebate under IRA	-\$1,294,000
Net Price including Utility Upgrades	\$3,941,984
Annual Output Derate	0.5%

Project Expenses	
O&M	\$8,710
O&M Escalator	2%
Insurance	\$5,000
Insurance De-Escalator	0%
Inverter Replacement (Y21)	\$106,128
Property Tax (Y1)	\$0
Property Tax De-Escalator	5%

Tax Assumptions	
State	NH
Net Metering	Tariff
Non-Profit?	No
Investment Tax Credit (ITC)	25.5%
Install Quarter	Q1
Bonus Depreciation	Yes
Federal Tax Rate (1, 2)	NA
State Tax Rate	NA
Effective Tax Rate (1, 2)	NA
Total Depreciation Benefit	\$0

Loan Assumptions	
Down Payment	\$0
Loan Amount	\$5,227,274
Interest Rate	4.00%
Term	20
Reamortized in Y2?	No

Project Income	
Value of Solar (Y1)	\$0.1479
Utility Escalator	2.5%
Tariff Rate (\$/kWh)	\$0.1479
Tariff Term (years)	0
Y1 REC Volume	2314
REC Price (\$/MWh)	\$35.00
REC Term (years)	10
REC Depreciation	5%
Y1 REC Management Fee	\$500
Est. Total REC/Incentive Value	\$631,765

Net Metering Assumptions	
Utility Company	Unitil
Net Metering Rate (2023, latest 8 month avg.)	\$0.2509
Net Metering Rate (2022-23, 24 month avg)	\$0.1479
Net Metering Percent	100%

Year	Generation (kWh)	Value of Solar	Avoided Utility Cost/Revenue	REC Value	O&M	Grant or Rebate	Tax Credit	Purchase Tax Benefits	Purchase Annual Cash Flow	Purchase Cum. Cash Flow	Annual Loan Payment	Loan Tax Benefits	Loan Annual Cash Flow	Loan Cum. Cash Flow
0									(\$5,227,274)	(\$5,227,274)			\$0	\$0
1	2,313,590	\$0.1479	\$342,157	\$80,476	\$8,710	\$0	\$1,293,714	\$0	\$1,702,637	(\$3,524,637)	(\$380,115)	\$0	\$1,322,522	\$1,322,522
2	2,302,022	\$0.1516	\$348,957	\$76,042	\$8,884	\$0	\$0	\$0	\$411,116	(\$3,113,522)	(\$380,115)	\$0	\$31,001	\$1,353,523
3	2,290,512	\$0.1554	\$355,893	\$71,852	\$9,061	\$0	\$0	\$0	\$413,683	(\$2,699,839)	(\$380,115)	\$0	\$33,568	\$1,387,090
4	2,279,060	\$0.1593	\$362,966	\$67,890	\$9,243	\$0	\$0	\$0	\$416,614	(\$2,283,225)	(\$380,115)	\$0	\$36,499	\$1,423,589
5	2,267,664	\$0.1632	\$370,180	\$64,146	\$9,428	\$0	\$0	\$0	\$419,898	(\$1,863,326)	(\$380,115)	\$0	\$39,783	\$1,463,373
6	2,256,326	\$0.1673	\$377,537	\$60,607	\$9,616	\$0	\$0	\$0	\$423,528	(\$1,439,799)	(\$380,115)	\$0	\$43,413	\$1,506,785
7	2,245,045	\$0.1715	\$385,041	\$57,261	\$9,808	\$0	\$0	\$0	\$427,494	(\$1,012,305)	(\$380,115)	\$0	\$47,378	\$1,554,164
8	2,233,819	\$0.1758	\$392,694	\$54,099	\$10,005	\$0	\$0	\$0	\$431,788	(\$580,517)	(\$380,115)	\$0	\$51,673	\$1,605,837
9	2,222,650	\$0.1802	\$400,498	\$51,109	\$10,205	\$0	\$0	\$0	\$436,403	(\$144,114)	(\$380,115)	\$0	\$56,288	\$1,662,125
10	2,211,537	\$0.1847	\$408,458	\$48,284	\$10,409	\$0	\$0	\$0	\$441,333	\$297,219	(\$380,115)	\$0	\$61,218	\$1,723,343
11	2,200,479	\$0.1893	\$416,576	\$0	\$10,617	\$0	\$0	\$0	\$400,960	\$698,179	(\$380,115)	\$0	\$20,844	\$1,744,187
12	2,189,477	\$0.1940	\$424,856	\$0	\$10,829	\$0	\$0	\$0	\$409,027	\$1,107,205	(\$380,115)	\$0	\$28,912	\$1,773,099
13	2,178,529	\$0.1989	\$433,300	\$0	\$11,046	\$0	\$0	\$0	\$417,254	\$1,524,459	(\$380,115)	\$0	\$37,139	\$1,810,238
14	2,167,637	\$0.2039	\$441,912	\$0	\$11,267	\$0	\$0	\$0	\$425,645	\$1,950,104	(\$380,115)	\$0	\$45,530	\$1,855,768
15	2,156,799	\$0.2090	\$450,695	\$0	\$11,492	\$0	\$0	\$0	\$434,203	\$2,384,307	(\$380,115)	\$0	\$54,088	\$1,909,855
16	2,146,015	\$0.2142	\$459,652	\$0	\$11,722	\$0	\$0	\$0	\$442,930	\$2,827,237	(\$380,115)	\$0	\$62,815	\$1,972,671
17	2,135,285	\$0.2195	\$468,788	\$0	\$11,956	\$0	\$0	\$0	\$451,832	\$3,279,069	(\$380,115)	\$0	\$71,716	\$2,044,387
18	2,124,608	\$0.2250	\$478,105	\$0	\$12,196	\$0	\$0	\$0	\$460,910	\$3,739,978	(\$380,115)	\$0	\$80,794	\$2,125,182
19	2,113,985	\$0.2307	\$487,607	\$0	\$12,439	\$0	\$0	\$0	\$470,168	\$4,210,146	(\$380,115)	\$0	\$90,053	\$2,215,235
20	2,103,415	\$0.2364	\$497,299	\$0	\$12,688	\$0	\$0	\$0	\$479,610	\$4,689,757	(\$380,115)	\$0	\$99,495	\$2,314,730
21	2,092,898	\$0.2423	\$507,182	\$0	\$12,942	\$0	\$0	\$0	\$383,112	\$5,072,869	\$0	\$0	\$383,112	\$2,697,842
22	2,082,434	\$0.2484	\$517,263	\$0	\$13,201	\$0	\$0	\$0	\$499,062	\$5,571,931	\$0	\$0	\$499,062	\$3,196,904
23	2,072,021	\$0.2546	\$527,543	\$0	\$13,465	\$0	\$0	\$0	\$509,078	\$6,081,009	\$0	\$0	\$509,078	\$3,705,983
24	2,061,661	\$0.2610	\$538,028	\$0	\$13,734	\$0	\$0	\$0	\$519,294	\$6,600,303	\$0	\$0	\$519,294	\$4,225,277
25	2,051,353	\$0.2675	\$548,722	\$0	\$14,009	\$0	\$0	\$0	\$529,713	\$7,130,016	\$0	\$0	\$529,713	\$4,754,989
26	2,041,096	\$0.2742	\$559,627	\$0	\$14,289	\$0	\$0	\$0	\$540,338	\$7,670,354	\$0	\$0	\$540,338	\$5,295,328
27	2,030,891	\$0.2810	\$570,750	\$0	\$14,575	\$0	\$0	\$0	\$551,175	\$8,221,530	\$0	\$0	\$551,175	\$5,846,503
28	2,020,736	\$0.2881	\$582,094	\$0	\$14,866	\$0	\$0	\$0	\$562,227	\$8,783,757	\$0	\$0	\$562,227	\$6,408,730
29	2,010,633	\$0.2953	\$593,663	\$0	\$15,164	\$0	\$0	\$0	\$573,499	\$9,357,256	\$0	\$0	\$573,499	\$6,982,229
30	2,000,580	\$0.3026	\$605,462	\$0	\$15,467	\$0	\$0	\$0	\$584,995	\$9,942,251	\$0	\$0	\$584,995	\$7,567,224
31	1,990,577	\$0.3102	\$617,495	\$0	\$15,776	\$0	\$0	\$0	\$596,719	\$10,538,970	\$0	\$0	\$596,719	\$8,163,943
32	1,980,624	\$0.3180	\$629,768	\$0	\$16,092	\$0	\$0	\$0	\$608,676	\$11,147,646	\$0	\$0	\$608,676	\$8,772,619
33	1,970,721	\$0.3259	\$642,285	\$0	\$16,414	\$0	\$0	\$0	\$620,871	\$11,768,517	\$0	\$0	\$620,871	\$9,393,491
34	1,960,867	\$0.3341	\$655,050	\$0	\$16,742	\$0	\$0	\$0	\$633,308	\$12,401,825	\$0	\$0	\$633,308	\$10,026,799
35	1,951,063	\$0.3424	\$668,069	\$0	\$17,077	\$0	\$0	\$0	\$645,992	\$13,047,818	\$0	\$0	\$645,992	\$10,672,791
36	1,941,307	\$0.3510	\$681,347	\$0	\$17,418	\$0	\$0	\$0	\$658,929	\$13,706,747	\$0	\$0	\$658,929	\$11,331,720
37	1,931,601	\$0.3597	\$694,889	\$0	\$17,767	\$0	\$0	\$0	\$672,122	\$14,378,869	\$0	\$0	\$672,122	\$12,003,842
38	1,921,943	\$0.3687	\$708,700	\$0	\$18,122	\$0	\$0	\$0	\$685,578	\$15,064,447	\$0	\$0	\$685,578	\$12,689,420
39	1,912,333	\$0.3780	\$722,785	\$0	\$18,484	\$0	\$0	\$0	\$699,301	\$15,763,748	\$0	\$0	\$699,301	\$13,388,721
40	1,902,771	\$0.3874	\$737,151	\$0	\$18,854	\$0	\$0	\$0	\$713,296	\$16,477,044	\$0	\$0	\$713,296	\$14,102,017

Pricing guaranteed for 30 days. This financial summary is provided for informational purposes only and is not intended to provide, and should not be relied on for, tax, legal or accounting advice.



Operations and Maintenance Proposal Snapshot

Town of Exeter – Landfill

1791.24kW DC – Fixed Ground Mount

9 Cross Road, Exeter, NH 03833

Date Quoted: 04/07/2026

Option 1	Yr1	Yr2	Yr3	Yr 4	Yr 5	Sum - 5 Years
Preventive Maintenance (PM)	\$4,615	\$4,800	\$4,992	\$5,191	\$5,399	\$24,996
Option 2	Yr1	Yr2	Yr3	Yr 4	Yr 5	Sum - 5 Years
PM + Monthly Monitoring	\$5,994	\$6,234	\$6,483	\$6,743	\$7,012	\$32,467
Option 3	Yr1	Yr2	Yr3	Yr 4	Yr 5	Sum - 5 Years
PM + Weekly Monitoring	\$6,269	\$6,520	\$6,781	\$7,052	\$7,334	\$33,957
Option 4	Yr1	Yr2	Yr3	Yr 4	Yr 5	Sum - 5 Years
PM + Daily Monitoring	\$8,034	\$8,356	\$8,690	\$9,038	\$9,399	\$43,516

Annual Escalation: 4%

Included Services for all Options:

- Annual Preventive Maintenance Inspection to include, but not limited to the following scope of work:
Grounds inspection; Visual inspection of all AC & DC components; racking inspection and maintenance per MFR; wire management; inverter maintenance per MFR; thermal scans on electrical gear; DAS equipment inspection
- Annual Inspection and Preventive Maintenance Report
- Annual Aerial Thermography Inspection and Analytic Report
- Monitoring system alert analysis & remote troubleshooting upon customer notification
- Reactive/Corrective Maintenance at contracted Time & Material Rates*

Proactive Monitoring Service Options:

- Monthly – Remote PV System Alert and Performance Monitoring (see option 2 for pricing)
- Weekly – Remote PV System Alert and Performance Monitoring (see option 3 for pricing)
- Daily – Remote PV System Alert and Performance Monitoring (see option 4 for pricing)
- *Annual PV System Production Review and Detailed Report – Included with All Monitoring Services*

Additional Services:

- Medium Voltage Mechanical Inspections and Testing
- Vegetation / Snow Management

See attached description of services, sample Inspection and Production Reports and service rate sheet for T&M rates.

Corrective Maintenance Rates

2026

Customers with an active Operations & Maintenance (O&M) Agreement receive reduced labor rates for corrective maintenance, as shown below.

		Standard Rate	With O&M Agreement
Hourly Rate <i>(Per Technician)</i>	Charged for work done during business hours (M-F, 7am-5pm); charged in 15-minute increments after a minimum of one hour	\$190	\$175
Hourly Urgent Response Rate <i>(Per Technician)</i>	Charged for service completed outside of business hours (nights, weekend, holidays)	\$285	\$263
Standard Dispatch Fee	Applied per customer-approved dispatch to cover travel and scheduling coordination	\$215	\$215
Administrative Labor Fee <i>(Per Claim or Hour)</i>	\$100/claim charged for processing manufacturer warranty claims; \$100/hour charged for all other non-field administrative support	\$100	\$100

NOTES:

- Corrective maintenance rates apply to all non-ReVision Energy built systems
 - For systems built by ReVision Energy, corrective maintenance rates apply after the expiration of the installation contract's workmanship warranty period
- Repairs, replacements, or modifications that cannot be made by "Simple Repairs" (ie: basic adjustments with hand tools and minimal materials such as zip ties or wire clips) may require additional site visits
- Additional technician charges apply when a project requires additional personnel for safety, lifting assistance, material handling, etc.

To learn more about how an O&M Agreement can save your business money, please contact our team at commercialservice@revisionenergy.com



Maximize Your Solar Investment with a ReVision **O&M Service Plan**

As stewards of renewable energy systems, the ReVision Service Team works in partnership with you to care for your valuable long-term investment. With 20+ years of experience and more than 125MW under management, we understand the importance of solar system upkeep. A ReVision Operations & Maintenance (O&M) plan gains you expert care, proactive monitoring, and cost-effective maintenance solutions to protect the quality and longevity of your system.

Flexible & Cost-Effective **O&M Services**

O&M Service Plans Include:

PREVENTIVE MAINTENANCE INSPECTIONS

For mechanical and electrical system integrity

PROACTIVE MONITORING SERVICE

Our dedicated team of technical experts remotely monitors your system to minimize downtime and optimize performance

GUARANTEED RESPONSE TIMES

Our team responds to system issues with timely resolutions, based on impact to production

REDUCED REPAIR COSTS

O&M customers receive discounted labor and material rates beyond our workmanship warranty

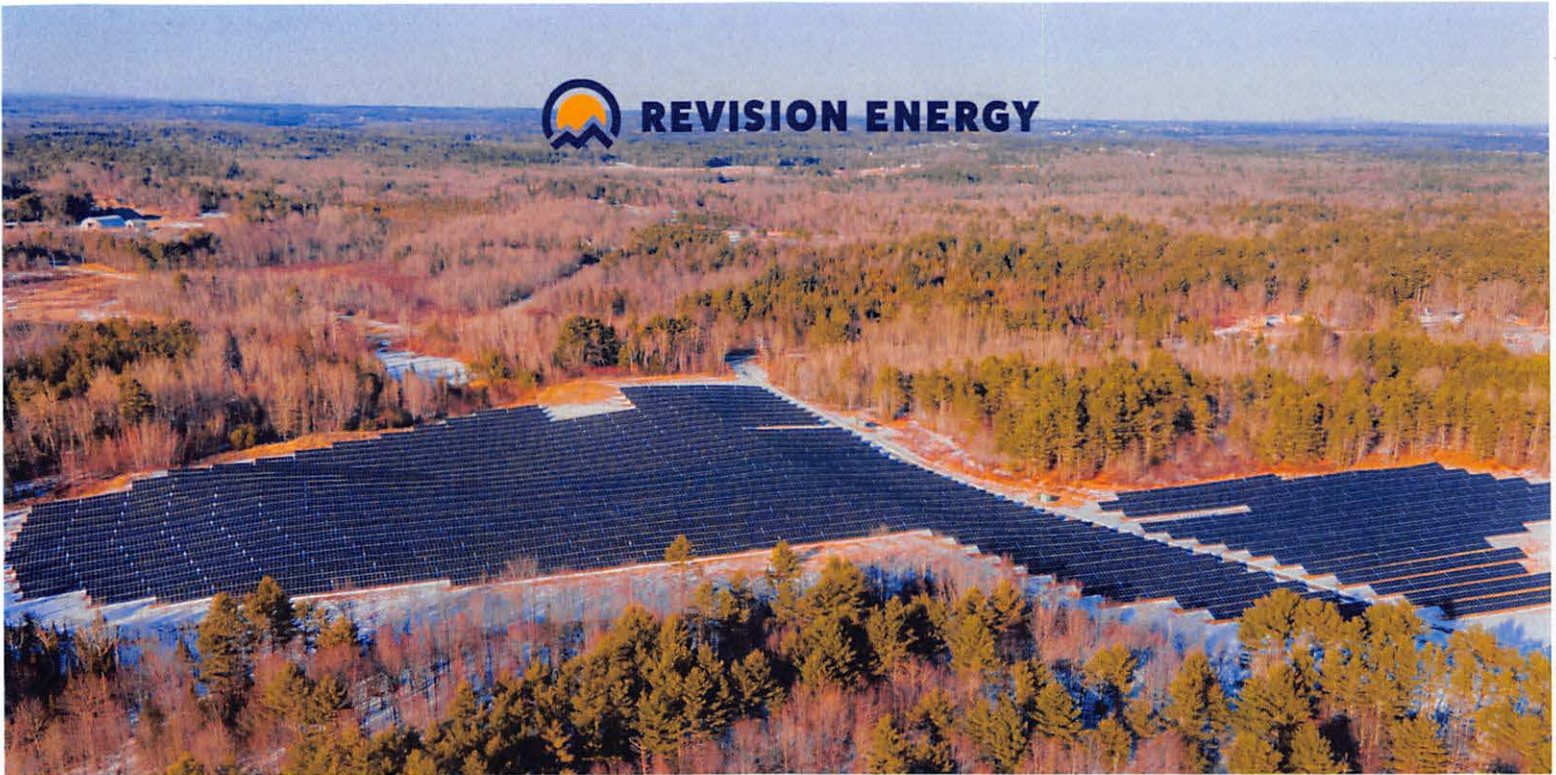
ANNUAL PERFORMANCE REPORTS

to track and compare system production

Customize your service plan further by adding any of the following services:

- **AERIAL THERMAL INSPECTIONS (DRONE)** for advanced diagnostics
- **BATTERY STORAGE SYSTEM MAINTENANCE** for energy security and resiliency
- **VEGETATION MANAGEMENT** to prevent shading and other risks of vegetative overgrowth
- **SNOW PLOWING & GROUNDS MAINTENANCE** for year-round accessibility

An Employee-Owned Solar Company



Join Hundreds of Satisfied Customers

Hundreds of northern New England solar customers, like you, trust our O&M services for peace of mind and optimized return on investment. Our diverse portfolio includes systems ranging from 10 kW to 10 MW, serving clients such as Independent Power Producers, Asset Managers, Municipalities, Small Businesses, School Districts, Housing Authorities, and Developers. We tailor our solutions to fit your budget, delivering efficient, hassle-free system management at a competitive cost. With ReVision, you can count on a dependable service and long-term performance.

“

“ReVision’s O&M team has consistently delivered prompt and professional service—keeping our systems running smoothly and maximizing energy production. Their proactive communication and technical expertise are key reasons we continue to choose ReVision.”

-TANNER SCHMIT
**Wishcamper
Companies Inc.**

Contact us today to build an O&M plan that works for your business!

COMMERCIALSERVICE@REVISIONENERGY.COM • REVISIONENERGY.COM

An Employee-Owned Solar Company



Preventive PV Maintenance Inspections

Annual system maintenance isn't just about fixing problems—it's a proactive strategy to safeguard performance, minimize risk, & maximize long-term financial returns.

Comprehensive Scope of Work

Our inspections include, but are not limited to:

- **GROUNDS INSPECTION** to identify environmental concerns
- **VISUAL INSPECTION OF AC & DC COMPONENTS** for wear, degradation, or safety risks
- **INVERTER & RACKING MAINTENANCE** per manufacturer specifications
- **WIRE MANAGEMENT** to prevent exposure-related damage or faults
- **THERMAL SCANS OF ELECTRICAL GEAR** to detect overheating or early-stage faults
- **DATA ACQUISITION SYSTEM ANALYSIS** to confirm proper monitoring functionality

Key Benefits of Annual Preventive Maintenance

Annual inspections provide peace of mind that your solar system is functioning safely, efficiently, and reliably, while avoiding unnecessary setbacks or costly failures.

- ✓ **EARLY ISSUE DETECTION** – Loose connections, material degradation, and environmental intrusions can escalate into costly repairs if left unchecked. Regular inspections prevent small problems from becoming major failures
- ✓ **OPTIMIZED SYSTEM PERFORMANCE** – A well-maintained system delivers consistent energy output, reducing efficiency losses due to degradation or unforeseen issues
- ✓ **PROTECTION AGAINST UNSEEN THREATS** – Water infiltration, wildlife damage, and debris buildup are silent disruptors that can compromise system integrity without warning
- ✓ **REDUCE DOWNTIME & UNEXPECTED EXPENSES** – By maintaining mechanical and electrical integrity, preventive maintenance reduces emergency repairs
- ✓ **LONG-TERM FINANCIAL RETURNS** – Preventive care maximizes production and longevity, securing steady energy generation and financial stability for years

An Employee-Owned Solar Company

Proactive PV Monitoring Services

A well-maintained solar energy system is key to maximizing production, minimizing downtime, and protecting your investment. Our Proactive PV Monitoring Services provide structured oversight and expert analysis, allowing system owners to stay ahead of potential issues and maintain optimal performance.

Comprehensive Monitoring Options

We offer daily, weekly, or monthly monitoring to meet your needs. Each service tier ensures consistent system oversight and enables faster issue identification, response, and resolution. While the best approach is to pair monitoring with regular preventive maintenance inspections, we also offer monitoring-only options for system owners who want a dedicated watch on performance.

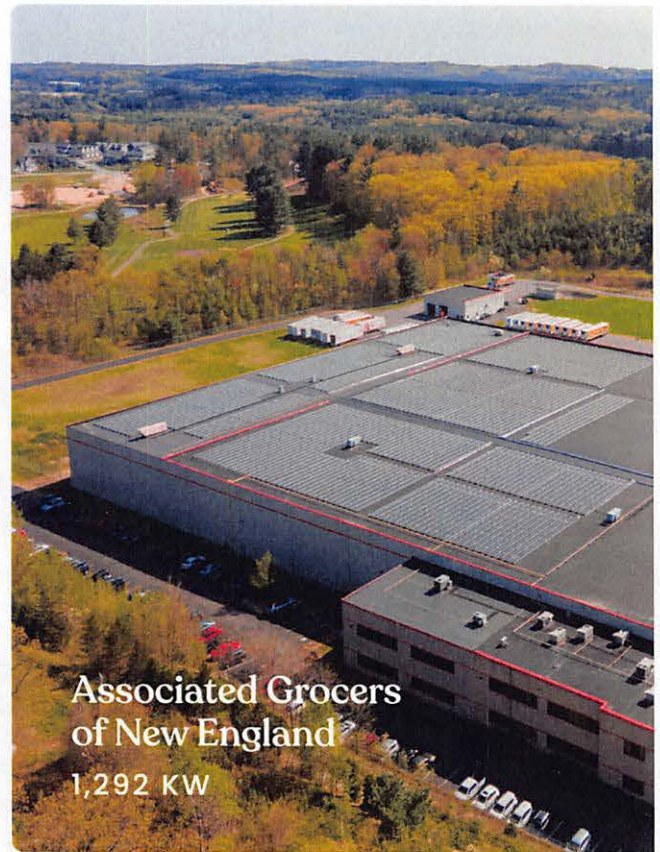
Key Service Offerings

✓ **SYSTEM ALERT ASSESSMENT** – Identify inverter error codes, communication failures, and production anomalies before they impact performance

✓ **PRODUCTION REVIEW** – Compare actual metered energy generation to modeled expectations to detect discrepancies

✓ **SYSTEM PERFORMANCE REPORT** – Annual production report for deeper performance insights delivered to your inbox

✓ **REMOTE TROUBLESHOOTING AND MANUFACTURER SUPPORT** – Remote support from in-house technical specialists and manufacturer, if needed



Aerial Thermal Inspections

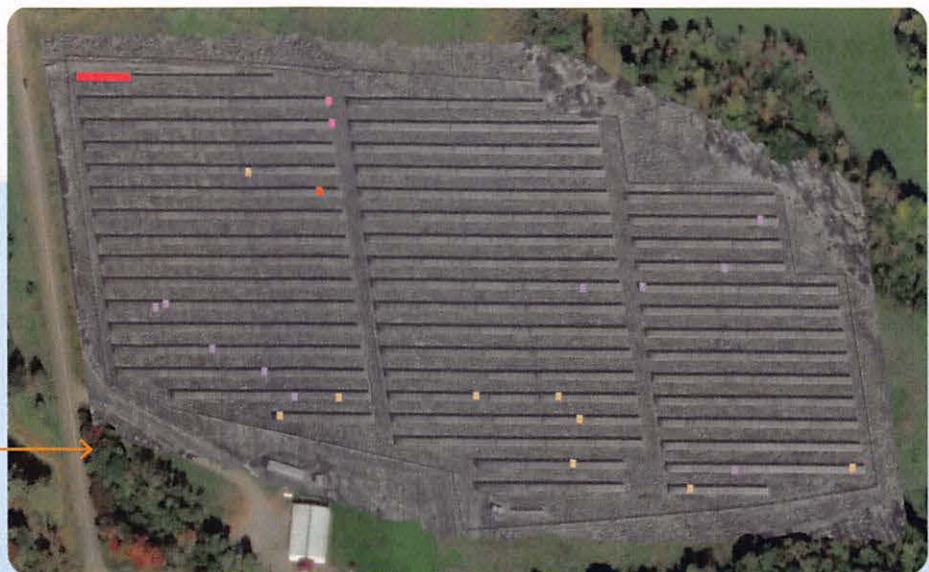

An aerial thermal inspection uses drone-mounted infrared cameras to scan and assess your solar energy system from above. This technology detects hidden issues that aren't visible to the naked eye, ensuring your system operates at peak performance.

The Aerial Thermal Inspection Upgrade

- **PINPOINT PROBLEM AREAS FASTER** – Identify hotspots, faulty panels, and electrical issues early (traditional visual inspections may overlook hidden electrical issues)
- **IMPROVE EFFICIENCY** – Identify underperforming components so adjustments can be made to optimize output
- **REDUCE MAINTENANCE COSTS** – Technicians pinpoint and prioritize repairs, limiting unnecessary service calls
- **SUPPORT MODULE WARRANTY CLAIMS** – Provide independently verifiable and clearly documented evidence of performance issues
- **MINIMIZE DOWNTIME** – Prevent small issues from becoming long-term production losses
- **NON-INTRUSIVE & SAFE** – Gather precise data without disrupting your system

Aerial thermal inspections aren't just for routine maintenance—they can be scheduled on an as-needed basis to support critical system assessments.

Example of
site anomalies
identified by
aerial inspection



Vegetation Management and **Snow Plowing**

New England, affectionately, has it all - invasive species, weeds, and wildlife. Overgrowth can lead to major shading of a solar array when the one thing your system need is more sun. Proactive management of vegetation reduces safety risks and performance impacts. Snowplow services are also available to ensure safe and efficient site access for work and emergency vehicles.

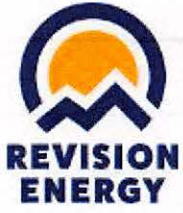
Key Benefits

- ✓ **MAXIMIZED ENERGY PRODUCTION** - Prevent shading on solar panels
- ✓ **REDUCED MAINTENANCE COSTS** - Keep weed growth and invasive plants from interfering with wiring or electrical components
- ✓ **MITIGATED ENVIRONMENTAL RISKS** - Limit rodent or wildlife damage & curb fire risk
- ✓ **IMPROVED TECHNICIAN ACCESS** - Clear paths for maintenance and repairs
- ✓ **EROSION CONTROL** - Protect soil stability around solar arrays



City of Keene, NH
2,439 KW GROUND MOUNT

An Employee-Owned Solar Company



Major Inspection Example

Site Info

Client Name

Site name

Major Inspection Example

Site Contact (name)

Site Contact (phone)

Site Contact (email)

Street Address

City

State

Zip code

Field Service Provider

ReVision Energy

Site Notes

System Info

System Size (kW-dc)

System Installation Type

Module Manufacturer

Module Model

Racking Manufacturer

Inverter Manufacturer

Inverter Model

of Inverters

**DAS/SCADA System
Manufacturer**

DAS/SCADA login information

Technician Info

Lead Technician

Additional Technician(s)

Date

Tech Notes

What is the SOW for this work order?

**Workmanship Warranty (WW)
Expiration Date**

**Corrective Maintenance
Preauthorization**

Safety

Start time

JHA Have all parties onsite reviewed and signed a Jobsite Hazard Analysis?

Stretch and flex Have all parties onsite performed a stretch and flex?

LOTO Have all parties onsite reviewed the Lock Out-Tag Out procedure?

PPE Do all parties onsite possess and know how to use the appropriate personal protective equipment (PPE), including any tools and arc flash gear, needed to perform the tasks?

Dispatcher Notifications Have you notified all relevant parties (Monitoring agent, etc) that you're onsite and may turn off equipment today? Note the contact person in the comment.

1.0 Grounds, Access, Security

**1.1 Site security: access point,
locks, security system**

**1.2 General grounds/roof
condition: erosion, drainage,
easements, debris**

**1.3 Roof penetrations,
damage, potential leaks, drains**

**1.4 Roadways: check for
damage, erosion, drainage**

**1.5 Fencing: intact, post/footer
condition, erosion, rust**

**1.6 Vegetation: height,
shading of array, need for
mitigation**

**1.7 Animals: pests/rodents,
infestations, damage**

2.0 Inverters

2.1 Are inverters operational?

**2.2 General condition: display
screen operational, mounting
intact, equipment clearance,
animals/pests**

**2.3 Signage and labeling:
legible, firmly attached**

**2.4 Integrity of the enclosure:
penetrations, supports,
fittings, door hinges, interior
/exterior clean and free of
debris, no moisture or rust**

2.5 Pads: level, intact, free of debris

2.6 Thermal scan inside inverter, AC and DC connections

2.7 Signs of arcing, fuse failure, or overheating

2.8 Termination tightness and torque marks

2.9 Grounding and bonding: ground straps, ground fault fuse intact

2.10 Conductors: routing and wire management, labeling /color coding, protected from damage

2.11 Filters, fans, heat sinks: check condition, clean/replace as necessary

2.12 IV curve tracing

2.13 String testing (Voc and Imp)

2.14 Inverter and meter power readings: verify output with monitoring system

2.15 Insulation resistance testing

2.16 Any other manufacturer requirements from installation manual or warranty guideline (note in comments)

2.17 Other observations or notes regarding inverter condition

2.18 Confirm proper operation following PM; inverter output matches expected/calculated output

3.0 DC Components (discos, combiners, recombiners, etc.)

3.1 Signage and labeling: legible, firmly attached

3.2 Mounting and Enclosure condition: secure, clean and free of debris/dirt/moisture/rust

3.3 Equipment clearance

3.4 IR thermal imaging, note thermal anomalies

3.5 Free of signs of arcing

3.6 Grounding and bonding intact

3.7 Termination tightness and torque marks

3.8 Conductors: routing and wire management, labeling /color coding, protected from damage

**3.9 Switches, fuses,
disconnects: test to ensure
proper function**

**3.10 Conduit penetrations,
support, fittings**

**3.11 Conduit: signs of water
intrusion, rust, damage,
degradation**

**3.12 Conduit: Secured at
proper intervals, fittings tight,
gaskets intact**

**3.13 IV curve tracing, if
required**

**3.14 Confirm proper operation
following PM**

4.0 AC Components (meters, discos, switch gear, transformers)

**4.1 Signage and labeling:
legible, firmly attached**

**4.2 Mounting and Enclosure
condition: secure, clean and
free of debris/dirt/moisture**

4.3 Equipment clearance

**4.4 IR thermal imaging; note
thermal anomalies**

4.5 Free of signs of arcing

**4.6 Grounding and bonding
intact**

**4.7 Termination tightness and
torque marks**

**4.8 Switches, fuses,
disconnects: test to ensure
proper function**

**4.9 Conductors: routing and
wire management, labeling
/color coding, protected from
damage**

**4.10 Conduit penetrations,
support, fittings**

**4.11 Conduit: signs of water
intrusion, rust, damage,
degradation**

**4.12 Conduit: Secured at
proper intervals, fittings tight,
gaskets intact**

**4.13 Confirm proper operation
following PM**

5.0 Modules and Racking

5.1 Soiling, debris

**5.2 Shading concerns: now or
future**

**5.3 Modules: damage,
delamination, discoloring**

5.4 Wire management:
secured, drip loops, metal ties

5.5 Backsheets: check for
scratches, marks, burns

5.6 Leads, connectors,
homeruns: damage, loose or
failed connectors

5.7 Structural integrity:
damage, rust, row shifting
(frost heave, ground
movement)

5.8 Condition of ballast
blocks, slip sheets, wind
deflector

5.9 Roof penetrations: sealed,
intact, no ponding

5.10 Grounding and bonding
intact: check continuity
between module frames and
racking

5.11 Torque: torque marks in
place, properly tightened

5.12 Animals: pests/rodents,
infestations, damage

5.13 Is this a tracking system?

6.0 DAS/SCADA and Weather Station

6.1 Signage and labeling:
legible, firmly attached

**6.2 Mounting and Enclosure
condition: secure, clean and
free of debris/dirt/moisture**

**6.3 Termination tightness and
torque marks**

**6.4 Conductors: routing and
wire management, labeling
/color coding, protected from
damage**

**6.5 Pyranometer: reference
cell in POA confirmed,
properly secured to mounting
surface, clean**

**6.6 Pyranometer calibrated to
irradiance sensor**

**6.7 Cell temp sensor properly
installed**

**6.8 Compare temp on back of
module with monitoring
system reading**

**6.9 Compare ambient temp
with monitoring system
reading**

**6.10 Anemometer: mounting
intact, mounting secure,
functioning**

**6.11 Fans in equipment and
modem enclosure: turn freely,
functional, free of obstruction
/debris**

7.0 Battery Energy Storage System

Is there a battery energy storage system onsite?

Site Checkout

All equipment operational at end of visit?

Monitoring system operational at end of visit?

Is the site clean and fully secured as you depart?

Did you perform Corrective Maintenance work today?

End time

Lead Technician Signature

SAMPLE ANNUAL PV PRODUCTION REPORT

Project Site Address & System Size



Annual Operations Report

January 2024 - December 2024

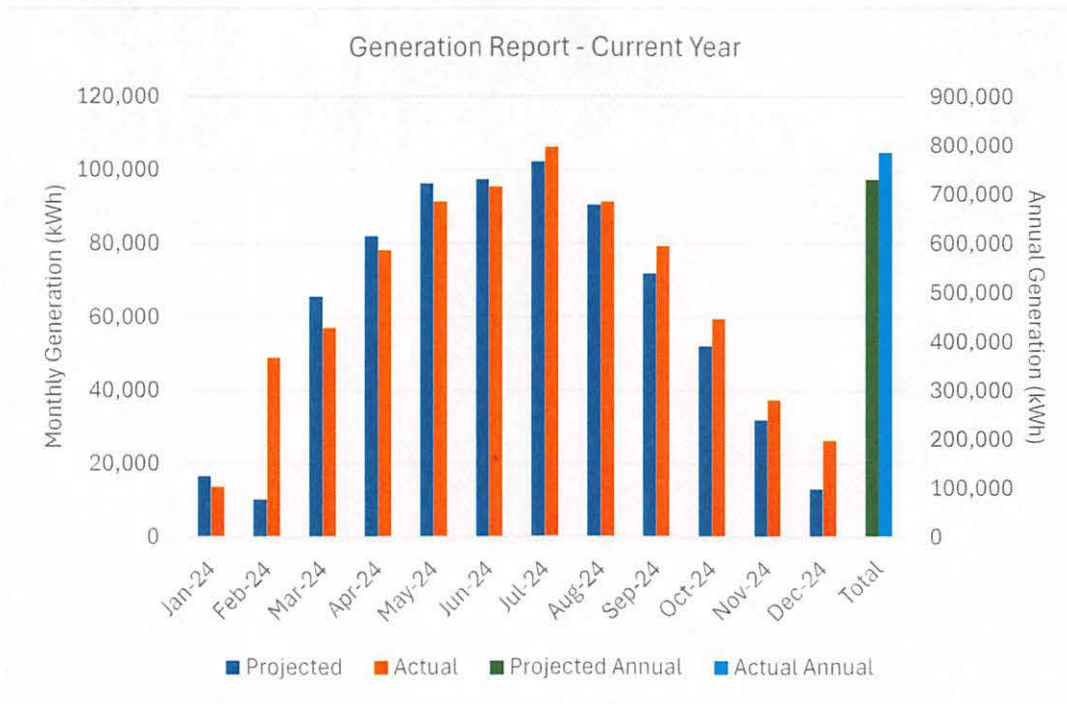
Date Created

Overview

This report summarizes the operations of your solar photovoltaic project over the current service year: January 2024 - December 2024. The project has a nameplate capacity of 665.28 kW DC and is located at <customer address here> . The generation equipment consists of (1512) SunPower 440W modules and (8) CPS 60KTL-DO inverter(s).

Current Year

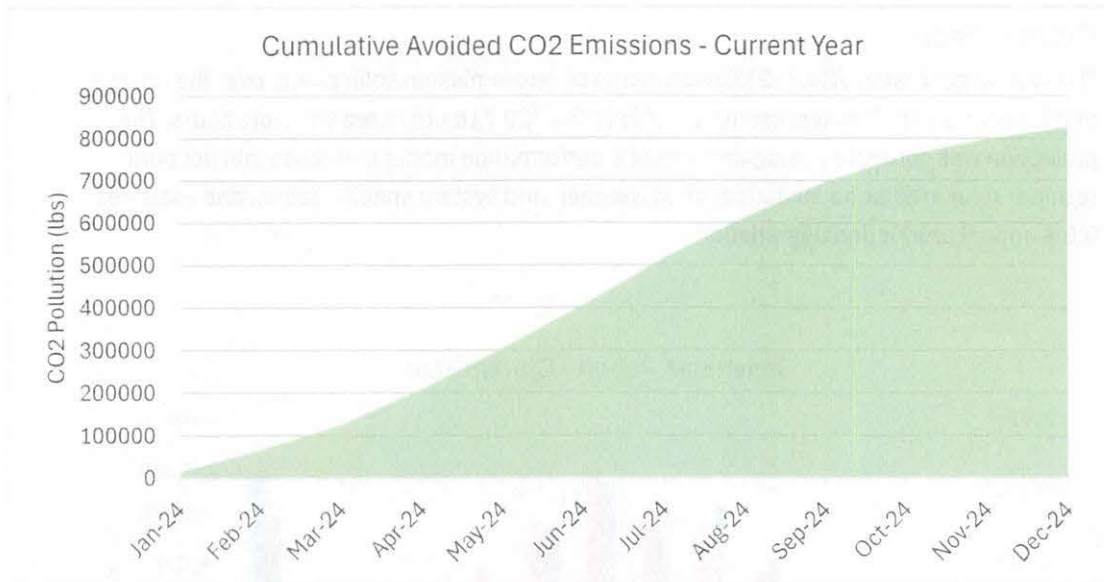
The system generated 784,752 kilowatt-hours of zero-emission solar power over the course of this service year. This represents 107.5% of the 729,718 projected kilowatt-hours. The projection was generated using the project’s performance model that takes into account regional solar irradiation, historical local weather, and system specifications, and assumes 0.5% annual production degradation.



	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
Projected	16,519	10,248	65,634	81,989	96,328	97,459	102,205	90,368	71,870	52,117	31,960	13,021	729,719
Actual	13,726	48,950	57,116	78,222	91,312	95,494	106,130	91,243	79,313	59,477	37,427	26,343	784,752

Environmental Benefits

The electricity generated by the project during this service year prevented the pollution of 826,344 pounds of CO₂ into Earth's atmosphere. Your use of distributed solar generation offset the use of fossil-fuel generated grid "brown power" and provided ancillary benefits to the local power grid.



*ReVision Energy utilizes the ISO-NE on-peak CO₂ emissions factor to calculate the environmental benefit of solar in New England. Because solar production is coincident with on-peak periods when the grid is stressed, distributed solar generation provides significant environmental and grid benefits and services. ISO-NE emissions reports can be found at <https://www.iso-ne.com/system-planning/system-plans-studies/emissions>

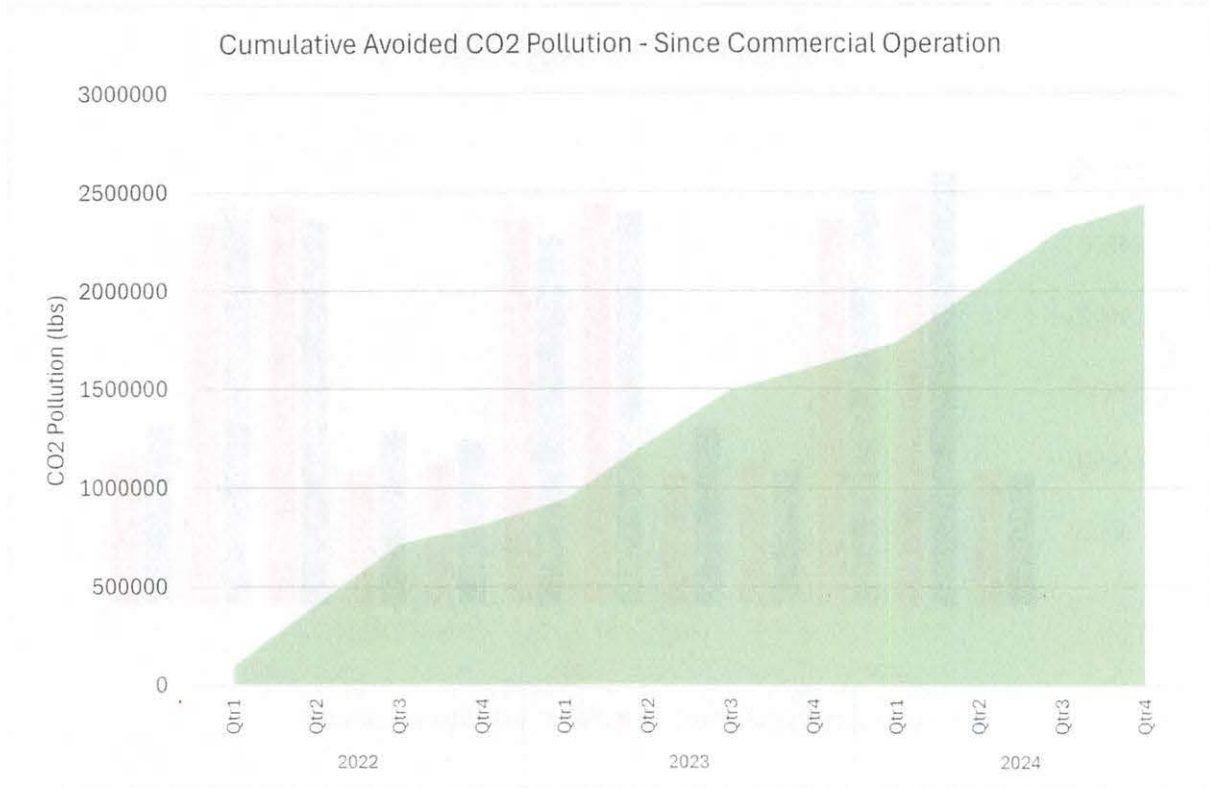
Since Commercial Operation

The system has generated 2,319,240 kilowatt-hours of zero-emission solar power since being placed into commercial operation. This represents 105% of the 2,200,175 projected kilowatt-hours.



Environmental Benefits

The electricity generated by the project since being placed into commercial operation prevented the pollution of 2,442,160 pounds of CO2 into Earth's atmosphere.



Train Station Committee Update

Memo

To: Board of Selectmen
From: Darren Winham, Director
Date: 5.28.26
Re: Lincoln Street/Train Station Plan NH Charrette

Earlier this year, Exeter's Economic Development Department applied to Plan NH asking if they could bring their resources, talents and professional volunteers to Exeter for a charrette in the Lincoln Street/Train Station corridor. Also, the department applied for a Housing Opportunity Planning (HOP) Grant to cover the \$6500 Plan NH cost and for a \$2000 scholarship to go towards charrette-related expenses. Fortunately, we were awarded all and will thus be hosting the charrette at Lincoln Street School on Friday, August 7 and Saturday, August 8.

To do so, we are asking the Select Board to:

- Accept the awards
- Give permission to sign the Plan NH MOU that is in your packet
- Give permission to Exeter's Train Station Committee (TSC) to use the town logo on marketing materials

A description of the Lincoln Street/Train Station Charette, its main goals and an agenda are outlined in the MOU.



MEMORANDUM OF UNDERSTANDING

May 15, 2026

TO: Town of Exeter

FROM: Plan New Hampshire
273 Corporate Drive, Suite 100 c/o JSA
Portsmouth, NH 03801

RE: Exeter Community Design Charrette, August 7-8, 2026

Why Plan NH is coming to Exeter:

In January 2026, Darren Winham, Economic Development Director for the Town of Exeter submitted an application to the Plan NH Community Design Charrette Program. After a review of the application and a meeting between the Plan NH Charrette Committee and the team in Exeter, the application was accepted and scheduled for August 7-8, 2026.

In their application, the Town of Exeter, hereto referred to as *The Applicant*, stated:

- **Improve Train Station Infrastructure and Rider Comfort:** Increase comfort and access for train riders by addressing the current lack of amenities, such as providing protection from the cold (a train building) and installing bathrooms.
- **Generate Diverse Housing and Affordability:** Attract significant private investment to create diverse housing options, including workforce housing, by using tools like the MUND (Mixed Use Neighborhood Development) requirement for 10% affordable housing in perpetuity.
- **Foster Responsible Economic Growth and Business Investment:** Promote responsible economic growth, see investment in existing and future businesses in the Lincoln Street Corridor, and increase train tourism to benefit other local Exeter businesses.
- **Address Community Challenges:** Directly address key community challenges like the lack of affordable housing, workforce shortages (by creating housing and utilizing the train for commuters), and lack of childcare options.
- **Support Community Vision and Master Plan Alignment:** Provide recommendations that support the town's vision for its social, economic, environmental, and governance sectors. These recommendations will support the Master Plan Vision Statement by ensuring the historic/cultural preservation of the train station area and maintaining transparent governmental processes as public funds are sought and utilized.

A *charrette* is a brainstorming session. For Plan NH, the focus is on the *built environment* and its effect on the community, usually around a downtown, village center, or other significant neighborhood or hub.

For each Plan NH charrette, a Plan NH member *volunteers* to be the leader, and pulls



together a team of other volunteers according to the project. These volunteers are all professionals within their industry – architects, landscape architects, planners, contractors, engineers of all types, and more. They donate their time because they believe in the process, in the importance of community, and see this as a way to “give back” to the Granite State.

Plan NH Charrette overview (times approximate):

Friday, August 7, 2026

10:00 AM | Kick Off: Plan NH team members will gather in Exeter at the Lincoln Street Elementary School. The Team Leader is North Sturtevant of JSA. The final Team Roster (approximately 12-15) will be provided to *The Applicant* in the weeks leading up to the charrette.

10:15 AM | Target Area Site Tour: The team will introduce themselves to each other and the community leaders. *The Applicant* will provide a brief overview of their application. From then until about 12:00 PM, there will be a tour of the target areas, led by two or three individuals who are knowledgeable about the community, the target area(s), and the potential challenges.

12:00 – 1:00 PM | Lunch: Over lunch provided by *The Applicant*, the Plan NH Team will begin to discuss what they are learning, what they still need to know.

1:00 – 2:30 PM | Stakeholder Session: The team will meet with key community and business leaders, including municipal leadership. During this time, the Team will gather information pertinent to the target areas that the general public may not necessarily know about. This may be more technical in nature, for example, or include rules and regulations that will be important to any final recommendations.

3:00 – 4:30 PM | Public Listening Session #1: There will be two (2) public listening sessions, both conducted in a small group discussion format, with Plan NH Team members acting as facilitators and scribes. The small group format gives every participant an opportunity to speak and be heard. This will all take place in-person. If needed, a facilitator and a scribe will work in a separate meeting room with those participating virtually.

At the end of each session, time is allotted for general discussion.

4:45 – 5:45 PM | Dinner: Between the listening sessions, the Team will have dinner provided by *The Applicant*.

6:00 – 7:30 PM | Public Listening Session #2: Same as Listening Session #1 above.

Saturday, August 8, 2026

- **8:00 AM | Breakfast:** to be provided by *The Applicant*.
- **8:00 AM – 3:00 PM | Work Session:** The Team reconvenes in the workspace to review what has been seen and heard and to formulate recommendations.
- **12:00 PM | Lunch:** to be provided by *The Applicant*.
- **3:00 PM | Public Presentation:** the Plan NH team presents their recommendations to the public;



- o This presentation will summarize what the charrette program is all about, what *The Applicant* requested of us including what target areas we were asked to focus on, what we saw and heard while in the community, and what recommendations our team is proposing.
- o The presentation will include a Google Slides deck which will be made available to *The Applicant* early the following week.
- o The presentation will be live and in-person. *The Applicant* is welcome to record or stream the presentation locally.

A final report will be provided in PDF format to *The Applicant* within 8-10 weeks of the Charrette dates, or by a specific date mutually agreed upon by Plan NH and *The Applicant*. This report will summarize the recommendations presented during the Public Presentation, will not contain any new recommendations not previously presented to the public, and will represent a more thorough and polished presentation of the concepts covered in the charrette.

Expectations:

1. *The Applicant* shall undertake all marketing, outreach and raising awareness of the charrette. All citizens shall be included, especially those who do not usually show up as well as those who tend to be naysayers.

Plan NH is happy to assist in language and sharing of marketing materials created by previous charrette communities.

If a Zoom option is included for Listening Sessions and the final presentation on Saturday, Plan NH can assist with those logistics.

2. *The Applicant* is to provide space for the team to
 - a. have lunch on Friday,
 - b. meet with key community leaders in a large group format, preferably a large circle,
 - c. hold listening sessions in small groups (utilizing long tables or round tables),
 - d. have dinner on Friday,
 - e. eat and do their work on Saturday,
 - f. present findings on Saturday to a large audience, preferably in the same space where the work was done.
3. *The Applicant* is to provide flip charts and other materials for Friday and Saturday.
4. *The Applicant* is responsible for providing any historic photos, maps (as specified by the Charrette Leader(s), but usually tax maps, topographical maps, aerials, etc.), and other pertinent plans that involve the Target Area prior to the day of the charrette. *The Applicant* is responsible for printing the appropriate maps to be used by the team throughout the charrette. Plan NH and the Charrette Leader(s) can work with staff or the local Regional Planning Commission to provide guidance, particularly related to accurate base maps and aerial photographs of existing conditions in GIS, at the scale appropriate to the project.



5. *The Applicant* is to provide lunch and dinner on Friday and breakfast/coffee and lunch on Saturday, with plenty of water and snacks available at all times.
6. *The Applicant* is to provide overnight lodging for Friday. The number of rooms needed will be confirmed closer to the charrette dates.

Plan NH will provide recommendations based upon the information available at the time of the charrette, and upon the expert knowledge of the professionals involved. These recommendations are broad and will not contain working drawings or *specific* plans of action. They are to be seen as guidelines, not mandates. The community may accept the recommendations and use some or all as *foundations* for future planning and action.

If applicable, any cost estimates related to the recommendations are to be taken as guidelines only. Estimates are derived from prices during the time of the charrette, and from a general understanding of the particular project. Real costs will depend on actual, detailed plans by an appropriate professional with all the information needed.

The Applicant is a Housing Opportunity Planning (HOP) Grantee. The application supplement was reviewed and accepted by the Charrette Committee and as a result the charrette program fee of \$6,500 has been waived for this charrette. The Committee has also awarded *The Applicant* a scholarship of up to \$2,000 to be used towards additional charrette-related expenses. A check for the scholarship funds will be mailed upon the execution of this MOU.

Approved:

Plan NH

Name: _____

Title: _____

Organization: _____

Signature: _____

Date: _____

The Applicant

Name: _____

Title: _____

Organization: _____

Signature: _____

Date: _____



NHMA Resolution in Support of House Bill 1491



Legislative Alert: Support Sensible Risk Pool Regulation

Dear Member Cities and Towns,

NHMA encourages municipalities to consider adopting the resolution below regarding House Bill 1491—either as written or as amended by your governing body—and to transmit it to the Governor’s Office, with a copy to NHMA.

Timely municipal support is important. House Bill 1491 establishes the legal framework needed for non-assessable health insurance risk pools to continue operating in New Hampshire. Without its enactment, current and future risk pools would not be able to utilize the non-assessable model.

This distinction has significant financial implications. Under an assessable model, participating members may be subject to additional, unplanned assessments to cover losses. Just last year, many municipalities experienced this firsthand when two pools were required to issue mid-year, multi-million-dollar assessments to their members. The non-assessable structure helps municipalities avoid this risk and supports more predictable, stable budgeting for employee health benefits.

Your action will demonstrate the importance of preserving local choice and maintaining viable, cost-effective risk management options for municipalities statewide. Note: The resolution is written for current members of a non-assessable risk pool, but can be edited and used by any municipality that wishes to support the continued existence of multiple health risk pool models.

Please forward adopted resolutions to the Governor’s Office and cc: [NHMA](#) at your earliest convenience.

- Find email contact information for the governor’s office [here](#). (Besides the generic governor email address, cc the chief of staff and senior advisor listed on this page.)
- Mail the resolution on letterhead to:
Gov. Kelly Ayotte, Office of the Governor
NH State House
107 North Main Street
Concord, NH 03301
- In addition, **share your resolution with your local legislators and ask them to follow up with the governor’s office** on behalf of your municipality.

Thank you for your consideration and continued engagement.

Sincerely,
NHMA Advocacy Team

RESOLUTION IN SUPPORT OF HOUSE BILL 1491

WHEREAS: The <Town/City> is a participating member of a non-assessable municipal risk pool created by political subdivisions to reduce risk and provide stable, cost-effective health insurance coverage for municipalities and other public entities; and

WHEREAS: Risk pools nationally operate under two recognized models—assessable and non-assessable—and both models are widely accepted as viable tools for managing municipal risk and controlling costs; and

WHEREAS: House Bill 1491 establishes a statutory framework allowing non-assessable risk pools to operate under the oversight of the New Hampshire Department of Insurance, creating a pathway for municipalities to continue participating in this model; and

WHEREAS: The bill introduces Chapter 420-R, which sets forth reasonable and clearly defined standards for governance, financial reporting, solvency, and fiduciary responsibility, promoting transparency and accountability while preserving operational flexibility; and

WHEREAS: The legislation allows municipalities to retain local-decision making and flexibility by preserving the ability to choose between assessable and non-assessable risk pool structures, or to pursue alternative risk management strategies; and

WHEREAS: Maintaining access to non-assessable risk pools supports predictable budgeting, financial stability, and long-term planning for municipalities by avoiding unexpected assessments and minimizing volatility in insurance costs; and

WHEREAS: The continued availability of multiple risk pool models strengthens the overall municipal health insurance marketplace in New Hampshire and helps ensure continued access to affordable coverage for local governments and their employees;

NOW, THEREFORE, BE IT RESOLVED BY THE [TOWN/CITY COUNCIL/SELECT BOARD] OF [MUNICIPALITY NAME] THAT: The [Council/Board] hereby expresses its support for House Bill 1491 and its establishment of an updated regulatory framework for political subdivision risk management programs; and

BE IT FURTHER RESOLVED: that the [Council/Board] respectfully urges the Governor to sign House Bill 1491 into law to preserve municipal choice, promote financial stability, and ensure the continued availability of effective risk management options for New Hampshire municipalities; and

BE IT FURTHER RESOLVED: that a copy of this resolution be transmitted to the Office of the Governor, the municipality's legislative delegation, and appropriate state officials.

New Hampshire Municipal Association
25 Triangle Park Drive
Concord, NH 03301
603.224.7447



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Document Signature Authority for New Town Manager

Tax Abatements, Veteran's Credits & Exemptions

Permits & Approvals

Contract Award



EXETER PUBLIC WORKS DEPARTMENT

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

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

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Paul Cohen, Town Manager

DATE: May 27, 2026

RE: Contract Award – School Street Area Utility Improvement Project Construction

SUGGESTED MOTION:

Motion to award a contract to Jamco Excavators, LLC for the School Street Area Utility Improvement Project in the amount of \$4,304,024.00, contingent upon receipt of authorization to award from NHDES, and to further authorize the Town Manager or their designee to sign the associated contract documents.

In accordance with the provisions Env-Wq 500: State Water Pollution Control Revolving Loan Fund Program and the Town of Exeter Purchasing Policy, the Public Works Department solicited sealed bids for the School Street Area Utility Improvement Project. Four bids were received and publicly opened at the May 18th, 2026 Select Board Meeting.

The apparent low bidder was Jamco Excavators, LLC of South Hampton, New Hampshire, with a base bid of \$4,080,850.00 and Bid Alternate A in the amount of \$222,174.00, for a total bid price of \$4,303,024.00. The Town's engineering consultant, CMA Engineers, reviewed the bid submissions, verified the bid tabulations, and conducted a post-bid evaluation of the apparent low bidder, including review of relevant project experience, bonding capacity, equipment availability, and contractor references.

As part of this evaluation, CMA Engineers contacted project references associated with recently completed utility projects performed by Jamco Excavators. References indicated that Jamco satisfactorily completed the referenced projects and met contractual requirements. CMA Engineers also noted that some concerns were raised regarding paving work performed directly by the contractor on a recent project; however, those concerns were limited in scope and did not outweigh the firm's overall satisfactory performance history. CMA Engineers further confirmed that the firm possesses the bonding capacity, personnel, and equipment resources necessary to complete the work.

Based on their review, CMA Engineers has recommended that the Town proceed with award of the contract to Jamco Excavators, LLC. The bid is below the Engineer's construction estimate and within the overall project budget of \$6,510,000. The favorable bid pricing is expected to

provide additional contingency flexibility for construction administration and unforeseen conditions.

Funding for project construction was authorized by voters at the 2024 Town Meeting under Article 5 and includes a combination of General Fund bonding, and a Clean Water State Revolving Fund Loan of \$4,831,851,85, including \$1,691,148 in principal forgiveness

This contract award is contingent upon receipt of authorization to award from the New Hampshire Department of Environmental Services (NHDES). Copies of CMA's Recommendation of Award letter and the bid tabulation are attached for reference



May 21, 2026

Steve Cronin, Director
Town of Exeter Public Works
13 Newfields Road
Exeter, NH 03833

**RE: Authorization to Issue Notice of Award to Apparent Low Bidder
School Street Area Utility Improvement Project
Exeter, New Hampshire
CMA #1350**

Dear Mr. Cronin:

The Town of Exeter Public Works received competitive bids for the School Street Area Utility Improvement Project and is seeking CMA Engineers' concurrence to issue a Notice of Award and Agreement form to the apparent low bidder.

The Project Bid period spanned from April 13 to May 18, 2026, with one addendum issued. Four competitive bids were submitted and publicly opened. The bid results are shown below.

Bidder	Base Bid	Bid Alt A	Base Bid + Bid Alt A
Jamco Excavators, LLC	\$4,080,850.00	\$222,174.00	\$4,303,024.00
DeFelice Corporation	\$4,182,375.50	\$296,551.40	\$4,478,926.90
N. Granese & Sons, Inc.	\$4,968,936.50	\$298,562.00	\$5,267,498.50
MAC Construction & Excavation	\$6,387,424.12	\$352,412.00	\$6,739,836.12
<i>Engineer's Estimate</i>	<i>\$5,361,996.10</i>	<i>\$249,443.00</i>	<i>\$5,611,439.10</i>

The apparent low bidder is **Jamco Excavators (Jamco)** of South Hampton, NH. The Jamco bid is within the budget established at the March 12, 2024 Town Meeting (\$6,510,000), allowing for construction-period engineering costs and reasonable project contingencies. Attachment A contains a complete bid tabulation, Jamco's Bid Schedule, and supplemental information. There were no mathematical errors in the N. Granese & Sons and DeFelice bids. The Jamco bid listed the total of Item 417 in Bid Alt A as \$1,257 instead of \$1,275, but the total amount for Bid Alternate A is listed

correctly at \$222,174. The MAC bid has mathematical errors throughout, but they have the highest bid and the result of fixing these errors increases both their Base Bid and Bid Alternate A.

Regarding the Jamco bid, we have the following comments:

1. Jamco is a utilities and site work contractor, active since the early 1990s in Seacoast NH. CMA Engineers administered two projects on which Jamco was the contractor: a water, sewer, and roadway project for the Exeter-Hampton housing cooperative in Exeter in 2012-2013 and a drainage project for the Town of Exeter on Lafayette Road and High Street in 2015. Jamco performed satisfactorily and successfully met project requirements for both of these projects. We understand that in 2023 Jamco completed the Salem Street Improvements for the Town of Exeter. In 2024 they did mostly site work projects, and in 2025 Jamco completed four utilities projects for Aquarion Water Company, the Town of Milton, City of Portsmouth, and Town of Kittery. We spoke with the City of Portsmouth about the Little Bay Road Water Improvements, and they explained that Jamco performed satisfactorily and met contract requirements, but that there were some complaints related to pavement that Jamco installed themselves.
2. Jamco's bonding company, Philadelphia Indemnity Insurance Company, is certified to practice in New Hampshire, as documented on the US Department of the Treasury's Circular 570 publication. CMA Engineers contacted Jamco's bonding agent, Johnathan Duggan with Acrisure, and there is no concern that Jamco cannot provide the required performance and payment bonds. Their bonding limit on a single project is \$7M and aggregate is \$20M. Jamco proposes that Todd Derby will be the Project Manager and Scott Dixon will be the Superintendent. We have worked successfully with Herb Smith on both the Exeter-Hampton utilities project and the Lafayette & High Street drainage project.
3. Jamco has provided lists of available equipment, and indicated the availability to complete the project relative to their other ongoing projects. This project is within Jamco's capabilities and experience based on the elements of the work. Based on their list of past projects, this will be their largest magnitude project since the \$4.3M Seabrook Crossing project in 2014 for the Town of Seabrook.
4. Compared to the Engineer's Estimate, the submitted Base Bid is 24% lower and Bid Alternate A is 11% lower.
5. There were 11 bid items that exceeded the engineer's estimate by more than double, but these items do not comprise a large percentage of the project cost (Items 1.04, 2.07A, 3.05, 201 (Alt A), 202.31, 202.32, 417 (Base & Alt A), 604.48, 615.066, and 619.11).

All of the sewer and drain related work to be awarded under this contract is being funded in part by the Clean Water State Revolving Fund and will remain eligible for participation under the NHDES State Aid Grant (SAG) program.

A contract award package is enclosed, which requires town signatures in the Construction Administration Contract on **pages 13 and 33** of the PDF. We will then transmit this package to NHDES requesting concurrence with our recommendation that the Town issue a Notice of Award and Agreement to Jamco in the amount of \$4,303,024.00 for the Base Bid and Bid Alternate A.

Should you have any questions or need additional information, please do not hesitate to call.

Very truly yours,
CMA ENGINEERS, INC.


Philip A. Corbett, P.E.
Project Manager

Enclosures: Contract Award Package

cc (via email): Paul Vlasich, P.E., Town Engineer
Shannon Larocque, P.E., NHDES Wastewater Engineering Bureau

BID TABULATION



School Street Area Utility Improvement Project

Bids Received on May 18, 2026

Bid Item No.	Item Description	Units	Estimated Quantity	Engineers Estimate		Jamco Excavators, LLC		DeFelice Corporation		N. Granese & Sons, Inc.		MAC Construction and Excavation, LLC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Part I - Base Bid													
1.01	REPAIR OF UNKNOWN OR MISMARKED UTILITIES	ALLOW	10,000	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
1.02	LANDSCAPE REPAIR ALLOWANCE	ALLOW	10,000	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
1.03	HEALTH & SAFETY PLAN	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 5,300.00	\$ 5,300.00	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00
1.04	MANAGEMENT OF SOILS & MATERIALS	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 19,900.00	\$ 19,900.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
1.05	LOAD AND HAUL SURPLUS REGULATED SOILS & MATERIALS (WHERE AND WHEN DIRECTED)	T*	100	\$ 30.00	\$ 3,000.00	\$ 33.00	\$ 3,300.00	\$ 110.00	\$ 11,000.00	\$ 60.00	\$ 6,000.00	\$ 150.00	\$ 15,000.00
1.06	DISPOSAL OF SURPLUS REGULATED SOILS AND MATERIALS (WHERE AND WHEN DIRECTED)	T*	100	\$ 100.00	\$ 10,000.00	\$ 146.00	\$ 14,600.00	\$ 110.00	\$ 11,000.00	\$ 160.00	\$ 16,000.00	\$ 125.00	\$ 12,500.00
1.07	ANALYTICAL TESTING OF SOILS (WHERE AND WHEN DIRECTED)	ALLOW	5,000	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00
2.01A	6" CLDI WATER MAIN	LF	2,311	\$ 200.00	\$ 462,200.00	\$ 113.00	\$ 261,143.00	\$ 105.00	\$ 242,655.00	\$ 150.00	\$ 346,650.00	\$ 235.00	\$ 543,085.00
2.01B	6" CLDI WATER MAIN - KOSSUTH	LF	422	\$ 280.00	\$ 118,160.00	\$ 113.00	\$ 47,686.00	\$ 150.00	\$ 63,300.00	\$ 150.00	\$ 63,300.00	\$ 345.00	\$ 145,590.00
2.02	4" CLDI WATER MAIN	LF	273	\$ 175.00	\$ 47,775.00	\$ 124.00	\$ 33,852.00	\$ 120.00	\$ 32,760.00	\$ 130.00	\$ 35,490.00	\$ 225.00	\$ 61,425.00
2.03A	1" POLYETHYLENE WATER SERVICE PIPE	LF	669	\$ 50.00	\$ 33,450.00	\$ 50.00	\$ 33,450.00	\$ 1.00	\$ 669.00	\$ 20.00	\$ 13,380.00	\$ 95.00	\$ 63,555.00
2.03B	1" POLYETHYLENE WATER SERVICE PIPE - KOSSUTH	LF	92	\$ 70.00	\$ 6,440.00	\$ 62.00	\$ 5,704.00	\$ 1.00	\$ 92.00	\$ 20.00	\$ 1,840.00	\$ 95.00	\$ 8,740.00
2.04A	1" WATER SERVICE CONNECTIONS (CORP AND CURB STOP)	EA	45	\$ 2,800.00	\$ 126,000.00	\$ 3,980.00	\$ 179,100.00	\$ 2,500.00	\$ 112,500.00	\$ 4,000.00	\$ 180,000.00	\$ 3,950.00	\$ 177,750.00
2.04B	1" WATER SERVICE CONNECTIONS (CORP AND CURB STOP) - KOSSUTH	EA	9	\$ 4,000.00	\$ 36,000.00	\$ 3,800.00	\$ 34,200.00	\$ 4,500.00	\$ 40,500.00	\$ 4,000.00	\$ 36,000.00	\$ 6,475.00	\$ 58,275.00
2.05	4" GATE VALVE ASSEMBLY	EA	2	\$ 4,500.00	\$ 9,000.00	\$ 3,200.00	\$ 6,400.00	\$ 1,500.00	\$ 3,000.00	\$ 4,000.00	\$ 8,000.00	\$ 4,800.00	\$ 9,600.00
2.06	6" GATE VALVE ASSEMBLY	EA	11	\$ 5,000.00	\$ 55,000.00	\$ 3,040.00	\$ 33,440.00	\$ 3,500.00	\$ 38,500.00	\$ 5,000.00	\$ 55,000.00	\$ 5,200.00	\$ 57,200.00
2.07A	WATER MAIN CONNECTION	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 17,650.00	\$ 17,650.00	\$ 12,500.00	\$ 12,500.00	\$ 15,000.00	\$ 15,000.00	\$ 9,800.00	\$ 9,800.00
2.07B	WATER MAIN CONNECTION WITH 6"x8" TAPPING SLEEVE	EA	3	\$ 12,000.00	\$ 36,000.00	\$ 10,200.00	\$ 30,600.00	\$ 12,500.00	\$ 37,500.00	\$ 15,000.00	\$ 45,000.00	\$ 6,200.00	\$ 18,600.00
2.08	FLUSHING HYDRANT ASSEMBLY	EA	1	\$ 9,000.00	\$ 9,000.00	\$ 5,900.00	\$ 5,900.00	\$ 11,350.00	\$ 11,350.00	\$ 10,000.00	\$ 10,000.00	\$ 10,600.00	\$ 10,600.00
2.09	FIRE HYDRANT ASSEMBLY	EA	4	\$ 14,000.00	\$ 56,000.00	\$ 10,750.00	\$ 43,000.00	\$ 13,500.00	\$ 54,000.00	\$ 15,000.00	\$ 60,000.00	\$ 11,900.00	\$ 47,600.00
2.10	2" THICK RIGID POLYSTYRENE INSULATION	SF	1,874	\$ 3.00	\$ 5,622.00	\$ 4.00	\$ 7,496.00	\$ 3.00	\$ 5,622.00	\$ 2.00	\$ 3,748.00	\$ 4.75	\$ 8,901.50
2.11	TEMPORARY POTABLE WATER SYSTEM	LF	3,000	\$ 50.00	\$ 150,000.00	\$ 32.00	\$ 96,000.00	\$ 41.00	\$ 123,000.00	\$ 20.00	\$ 60,000.00	\$ 95.00	\$ 285,000.00
2.12	TEMPORARY POTABLE WATER SERVICE CONNECTIONS	EA	54	\$ 1,500.00	\$ 81,000.00	\$ 2,300.00	\$ 124,200.00	\$ 155.00	\$ 8,370.00	\$ 800.00	\$ 43,200.00	\$ 1,700.00	\$ 91,800.00
3.01A	8" PVC SDR 35 SEWER PIPE & FITTINGS	LF	2,175	\$ 250.00	\$ 543,750.00	\$ 144.00	\$ 313,200.00	\$ 120.00	\$ 261,000.00	\$ 190.00	\$ 413,250.00	\$ 230.00	\$ 500,250.00
3.01B	8" PVC SDR 35 SEWER PIPE & FITTINGS - KOSSUTH	LF	135	\$ 350.00	\$ 47,250.00	\$ 130.00	\$ 17,550.00	\$ 120.00	\$ 16,200.00	\$ 190.00	\$ 25,650.00	\$ 230.00	\$ 31,050.00
3.01C	8" PVC C900 SEWER PIPE & FITTINGS	LF	160	\$ 300.00	\$ 48,000.00	\$ 88.00	\$ 14,080.00	\$ 136.00	\$ 21,760.00	\$ 200.00	\$ 32,000.00	\$ 265.00	\$ 42,400.00
3.01D	8" PVC C900 SEWER PIPE & FITTINGS - KOSSUTH	LF	305	\$ 400.00	\$ 122,000.00	\$ 99.00	\$ 30,195.00	\$ 136.00	\$ 41,480.00	\$ 200.00	\$ 61,000.00	\$ 400.00	\$ 122,000.00
3.02A	STANDARD 4' DIAMETER PRECAST SANITARY SEWER MANHOLES	EA	14	\$ 9,500.00	\$ 133,000.00	\$ 8,330.00	\$ 116,620.00	\$ 15,000.00	\$ 210,000.00	\$ 16,000.00	\$ 224,000.00	\$ 12,950.00	\$ 181,300.00
3.02B	STANDARD 4' DIAMETER PRECAST SANITARY SEWER MANHOLES - KOSSUTH	EA	4	\$ 13,400.00	\$ 53,600.00	\$ 8,200.00	\$ 32,800.00	\$ 15,000.00	\$ 60,000.00	\$ 16,000.00	\$ 64,000.00	\$ 13,700.00	\$ 54,800.00
3.03A	6" PVC SDR 35 SEWER SERVICE PIPE	LF	790	\$ 200.00	\$ 158,000.00	\$ 168.00	\$ 132,720.00	\$ 175.00	\$ 138,250.00	\$ 150.00	\$ 118,500.00	\$ 300.00	\$ 237,000.00
3.03B	6" PVC SDR 35 SEWER SERVICE PIPE - KOSSUTH	LF	50	\$ 280.00	\$ 14,000.00	\$ 169.00	\$ 8,450.00	\$ 300.00	\$ 15,000.00	\$ 150.00	\$ 7,500.00	\$ 350.00	\$ 17,500.00
3.03C	6" PVC C900 SEWER SERVICE PIPE	LF	100	\$ 250.00	\$ 25,000.00	\$ 202.00	\$ 20,200.00	\$ 310.00	\$ 31,000.00	\$ 200.00	\$ 20,000.00	\$ 330.00	\$ 33,000.00
3.03D	6" PVC C900 SEWER SERVICE PIPE - KOSSUTH	LF	70	\$ 330.00	\$ 23,100.00	\$ 257.00	\$ 17,990.00	\$ 370.00	\$ 25,900.00	\$ 200.00	\$ 14,000.00	\$ 450.00	\$ 31,500.00
3.04	CAST IRON COVERS FOR SEWER SERVICE CLEANOUTS	EA	41	\$ 625.00	\$ 25,625.00	\$ 460.00	\$ 18,860.00	\$ 440.00	\$ 18,040.00	\$ 2,000.00	\$ 82,000.00	\$ 285.00	\$ 11,685.00
3.05	LOCATE EXISTING SEWER SERVICE BY VIDEO INSPECTION, TRANSMITTER AND LOCATOR	EA	30	\$ 500.00	\$ 15,000.00	\$ 1,165.00	\$ 34,950.00	\$ 800.00	\$ 24,000.00	\$ 250.00	\$ 7,500.00	\$ 495.00	\$ 14,850.00

BID TABULATION

				Engineers Estimate		Jamco Excavators, LLC		DeFelice Corporation		N. Granese & Sons, Inc.		MAC Construction and Excavation, LLC	
201	SITE WORK (INCLUDES SITE PREPARATION, EARTHWORK, TREE CLEARING & GRUBBING, LANDSCAPING & HARDSCAPING, CLEANUP & RESTORATION, AND TURF ESTABLISHMENT)	LS	1	\$ 80,000.00	\$ 80,000.00	\$ 45,000.00	\$ 45,000.00	\$ 165,000.00	\$ 165,000.00	\$ 130,000.00	\$ 130,000.00	\$ 340,000.00	\$ 340,000.00
201.21	REMOVING SMALL TREES	EA	1	\$ 1,900.00	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00	\$ 650.00	\$ 650.00	\$ 1,200.00	\$ 1,200.00	\$ 2,900.00	\$ 2,900.00
201.9	TREE PROTECTION	EA	3	\$ 350.00	\$ 1,050.00	\$ 350.00	\$ 1,050.00	\$ 500.00	\$ 1,500.00	\$ 250.00	\$ 750.00	\$ 350.00	\$ 1,050.00
202.31	FILL ABANDONED PIPE	CY	50	\$ 315.00	\$ 15,750.00	\$ 665.00	\$ 33,250.00	\$ 880.00	\$ 44,000.00	\$ 250.00	\$ 12,500.00	\$ 495.00	\$ 24,750.00
202.32	FILL AND ABANDON STRUCTURE	CY	40	\$ 315.00	\$ 12,600.00	\$ 730.00	\$ 29,200.00	\$ 450.00	\$ 18,000.00	\$ 250.00	\$ 10,000.00	\$ 100.00	\$ 4,000.00
202.43	REMOVE AND DISPOSE OF ASBESTOS CEMENT PIPE (WHERE ENCOUNTERED)	LF(*)	200	\$ 250.00	\$ 50,000.00	\$ 178.00	\$ 35,600.00	\$ 135.00	\$ 27,000.00	\$ 55.00	\$ 11,000.00	\$ 25.00	\$ 5,000.00
202.5	REMOVAL OF CATCH BASINS, DROP INLETS, AND MANHOLES	EA	3	\$ 1,150.00	\$ 3,450.00	\$ 2,230.00	\$ 6,690.00	\$ 550.00	\$ 1,650.00	\$ 200.00	\$ 600.00	\$ 2,500.00	\$ 7,500.00
203.1	COMMON EXCAVATION (F)	CY	5,020	\$ 30.00	\$ 150,600.00	\$ 17.00	\$ 85,340.00	\$ 31.50	\$ 158,130.00	\$ 40.00	\$ 200,800.00	\$ 38.00	\$ 190,760.00
203.41	UNSUITABLE EXCAVATION AND REPLACEMENT WITH SCREENED GRAVEL	CY(*)	50	\$ 88.00	\$ 4,400.00	\$ 132.00	\$ 6,600.00	\$ 30.00	\$ 1,500.00	\$ 70.00	\$ 3,500.00	\$ 100.00	\$ 5,000.00
206.19	COMMON STRUCTURE EXCAVATION EXPLORATORY	CY(*)	100.0	\$ 100.00	\$ 10,000.00	\$ 180.00	\$ 18,000.00	\$ 200.00	\$ 20,000.00	\$ 0.01	\$ 1.00	\$ 250.00	\$ 25,000.00
206.2	ROCK STRUCTURE EXCAVATION	CY(*)	50	\$ 350.00	\$ 17,500.00	\$ 355.00	\$ 17,750.00	\$ 400.00	\$ 20,000.00	\$ 0.01	\$ 0.50	\$ 250.00	\$ 12,500.00
211.1	VIBRATION MONITORING ANALYSIS	LS	1	\$ 5,500.00	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 12,500.00	\$ 12,500.00
211.11	VIBRATION MONITORING SERVICES	HR	80	\$ 100.00	\$ 8,000.00	\$ 45.00	\$ 3,600.00	\$ 350.00	\$ 28,000.00	\$ 200.00	\$ 16,000.00	\$ 95.00	\$ 7,600.00
214	FINE GRADING	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 26,500.00	\$ 26,500.00	\$ 55,000.00	\$ 55,000.00	\$ 35,000.00	\$ 35,000.00	\$ 120,000.00	\$ 120,000.00
304.4	CRUSHED STONE (FINE GRADATION) (F)	CY	2,850	\$ 58.00	\$ 165,300.00	\$ 55.30	\$ 157,605.00	\$ 58.00	\$ 165,300.00	\$ 65.00	\$ 185,250.00	\$ 60.00	\$ 171,000.00
304.45	CRUSHED STONE FOR DRIVES	CY	310	\$ 70.00	\$ 21,700.00	\$ 131.00	\$ 40,610.00	\$ 62.00	\$ 19,220.00	\$ 65.00	\$ 20,150.00	\$ 330.00	\$ 102,300.00
403.11023A	HBP-3/4" BINDER MIX, MACHINE METHOD	T	650	\$ 130.00	\$ 84,500.00	\$ 153.00	\$ 99,450.00	\$ 125.00	\$ 81,250.00	\$ 130.00	\$ 84,500.00	\$ 120.00	\$ 78,000.00
403.11023B	HBP-3/4" BINDER MIX, MACHINE METHOD (FRONT ST OVERLAY)	T	30	\$ 130.00	\$ 3,900.00	\$ 164.00	\$ 4,920.00	\$ 140.00	\$ 4,200.00	\$ 130.00	\$ 3,900.00	\$ 250.00	\$ 7,500.00
403.11053	HBP-3/8" SURFACE MIX, MACHINE METHOD	T	650	\$ 140.00	\$ 91,000.00	\$ 197.00	\$ 128,050.00	\$ 170.00	\$ 110,500.00	\$ 125.00	\$ 81,250.00	\$ 125.00	\$ 81,250.00
403.12	HBP-HAND METHOD	T	220	\$ 300.00	\$ 66,000.00	\$ 289.00	\$ 63,580.00	\$ 235.00	\$ 51,700.00	\$ 375.00	\$ 82,500.00	\$ 250.00	\$ 55,000.00
403.7	TEMPORARY TRENCH PATCH	SY	110	\$ 45.00	\$ 4,950.00	\$ 70.00	\$ 7,700.00	\$ 39.00	\$ 4,290.00	\$ 70.00	\$ 7,700.00	\$ 35.00	\$ 3,850.00
403.8	PERMANENT TRENCH PATCH	SY	110	\$ 145.00	\$ 15,950.00	\$ 82.00	\$ 9,020.00	\$ 129.00	\$ 14,190.00	\$ 120.00	\$ 13,200.00	\$ 95.00	\$ 10,450.00
417	COLD PLANING BITUMINOUS SURFACES	SY	500	\$ 13.00	\$ 6,500.00	\$ 49.00	\$ 24,500.00	\$ 6.50	\$ 3,250.00	\$ 20.00	\$ 10,000.00	\$ 45.00	\$ 22,500.00
593.111	GEOTEXTILE FABRIC (INFILTRATION TRENCH AND SURFACE TREE TRENCH)	SY	190	\$ 6.00	\$ 1,140.00	\$ 8.00	\$ 1,520.00	\$ 26.00	\$ 4,940.00	\$ 4.00	\$ 760.00	\$ 15.00	\$ 2,850.00
593.211	GEOTEXTILE FABRIC (ROAD BOX)	SY	8,030	\$ 4.00	\$ 32,120.00	\$ 3.00	\$ 24,090.00	\$ 2.50	\$ 20,075.00	\$ 4.00	\$ 32,120.00	\$ 4.00	\$ 32,120.00
603.82206A	6" HDPE PIPE (DRAIN ON KOSSUTH)	LF	90	\$ 150.00	\$ 13,500.00	\$ 80.00	\$ 7,200.00	\$ 110.00	\$ 9,900.00	\$ 165.00	\$ 14,850.00	\$ 425.00	\$ 38,250.00
603.82206B	6" CPDT PIPE (DRAIN SERVICES AND DRAIN ON KOSSUTH)	LF	300	\$ 150.00	\$ 45,000.00	\$ 89.00	\$ 26,700.00	\$ 110.00	\$ 33,000.00	\$ 165.00	\$ 49,500.00	\$ 150.00	\$ 45,000.00
603.82208	8" HDPE PIPE	LF	30	\$ 200.00	\$ 6,000.00	\$ 205.00	\$ 6,150.00	\$ 121.00	\$ 3,630.00	\$ 130.00	\$ 3,900.00	\$ 475.00	\$ 14,250.00
603.82212	12" HDPE PIPE	LF	1,395	\$ 180.00	\$ 251,100.00	\$ 118.00	\$ 164,610.00	\$ 102.00	\$ 142,290.00	\$ 140.00	\$ 195,300.00	\$ 200.00	\$ 279,000.00
603.82215	15" HDPE PIPE	LF	730	\$ 200.00	\$ 146,000.00	\$ 123.00	\$ 89,790.00	\$ 115.00	\$ 83,950.00	\$ 150.00	\$ 109,500.00	\$ 210.00	\$ 153,300.00
604.124	STANDARD 4" DIAMETER CATCH BASIN	EA	18	\$ 11,500.00	\$ 207,000.00	\$ 6,020.00	\$ 108,360.00	\$ 7,500.00	\$ 135,000.00	\$ 11,000.00	\$ 198,000.00	\$ 8,900.00	\$ 160,200.00
604.242	DROP INLET TYPE D-B	EA	2	\$ 4,500.00	\$ 9,000.00	\$ 2,520.00	\$ 5,040.00	\$ 7,500.00	\$ 15,000.00	\$ 9,000.00	\$ 18,000.00	\$ 1,200.00	\$ 2,400.00
604.324	4" DIAMETER DRAIN MANHOLE	EA	16	\$ 7,500.00	\$ 120,000.00	\$ 6,100.00	\$ 97,600.00	\$ 8,500.00	\$ 136,000.00	\$ 10,000.00	\$ 160,000.00	\$ 11,250.00	\$ 180,000.00
604.48	CONNECT TO EXISTING STRUCTURE (CORE & BOOT) (8-INCH TO 15-INCH)	EA	4	\$ 1,300.00	\$ 5,200.00	\$ 6,880.00	\$ 27,520.00	\$ 1,000.00	\$ 4,000.00	\$ 500.00	\$ 2,000.00	\$ 1,900.00	\$ 7,600.00
604.52	ADDITIONAL ADJUSTMENT OF DRAIN & SEWER STRUCTURES (TO FINAL PAVEMENT ELEV.)	EA	52	\$ 450.00	\$ 23,400.00	\$ 640.00	\$ 33,280.00	\$ 400.00	\$ 20,800.00	\$ 800.00	\$ 41,600.00	\$ 650.00	\$ 33,800.00
604.6	SEWER OR DRAIN FRAME & COVER	EA(*)	2	\$ 1,700.00	\$ 3,400.00	\$ 1,590.00	\$ 3,180.00	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,600.00	\$ 5,200.00
604.72	GRATES & FRAMES, TYPE B	EA(*)	2	\$ 1,200.00	\$ 2,400.00	\$ 1,670.00	\$ 3,340.00	\$ 800.00	\$ 1,600.00	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 4,000.00
604.94	MEDIA BOX FILTER	EA	3	\$ 20,500.00	\$ 61,500.00	\$ 30,600.00	\$ 91,800.00	\$ 9,250.00	\$ 27,750.00	\$ 35,000.00	\$ 105,000.00	\$ 19,800.00	\$ 59,400.00
608.13	3" BITUMINOUS SIDEWALK (F)	SY	1,230	\$ 65.00	\$ 79,950.00	\$ 40.00	\$ 49,200.00	\$ 78.00	\$ 95,940.00	\$ 90.00	\$ 110,700.00	\$ 90.00	\$ 110,700.00
608.36	6" REINFORCED CONCRETE SIDEWALK (F)	SY	101	\$ 220.00	\$ 22,220.00	\$ 114.00	\$ 11,514.00	\$ 138.00	\$ 13,938.00	\$ 255.00	\$ 25,755.00	\$ 200.00	\$ 20,200.00
608.54	DETECTABLE WARNING DEVICES, CAST IRON	SY	16	\$ 640.00	\$ 10,240.00	\$ 490.00	\$ 7,840.00	\$ 350.00	\$ 5,600.00	\$ 2,300.00	\$ 36,800.00	\$ 525.00	\$ 8,400.00
609.01	STRAIGHT GRANITE CURB	LF	3,250	\$ 60.00	\$ 195,000.00	\$ 72.00	\$ 234,000.00	\$ 39.00	\$ 126,750.00	\$ 65.00	\$ 211,250.00	\$ 80.00	\$ 260,000.00

BID TABULATION

				Engineers Estimate		Jamco Excavators, LLC		DeFelice Corporation		N. Granese & Sons, Inc.		MAC Construction and Excavation, LLC	
609.02	CURVED GRANITE CURB	LF	120	\$ 90.00	\$ 10,800.00	\$ 92.00	\$ 11,040.00	\$ 59.00	\$ 7,080.00	\$ 90.00	\$ 10,800.00	\$ 100.00	\$ 12,000.00
609.05	REMOVE & RESET GRANITE CURB	LF*	50	\$ 55.00	\$ 2,750.00	\$ 99.00	\$ 4,950.00	\$ 34.00	\$ 1,700.00	\$ 55.00	\$ 2,750.00	\$ 200.00	\$ 10,000.00
615.0301	TRAFFIC SIGN TYPE C (STOP SIGN AND POST)	SF	18.75	\$ 130.00	\$ 2,437.50	\$ 45.00	\$ 843.75	\$ 200.00	\$ 3,750.00	\$ 150.00	\$ 2,812.50	\$ 199.00	\$ 3,731.25
615.066	TRAFFIC SIGN TYPE CC (STREET SIGN, NO POST)	SF	2.33	\$ 20.00	\$ 46.60	\$ 125.00	\$ 291.25	\$ 200.00	\$ 466.00	\$ 150.00	\$ 349.50	\$ 389.00	\$ 906.37
618.6	UNIFORMED OFFICERS	ALLOW	1	\$ 10,000.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
618.7	FLAGGERS	HR	3,950	\$ 55.00	\$ 217,250.00	\$ 61.00	\$ 240,950.00	\$ 60.00	\$ 237,000.00	\$ 50.00	\$ 197,500.00	\$ 60.00	\$ 237,000.00
619.1	MAINTENANCE OF TRAFFIC	LS	1	\$ 80,000.00	\$ 80,000.00	\$ 15,300.00	\$ 15,300.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 47,000.00	\$ 47,000.00
619.11	CALCIUM CHLORIDE FOR DUST CONTROL	LB	2,000	\$ 0.50	\$ 1,000.00	\$ 2.00	\$ 4,000.00	\$ 0.65	\$ 1,300.00	\$ 0.01	\$ 20.00	\$ 2.00	\$ 4,000.00
619.253	PORTABLE CHANGEABLE MESSAGE SIGN (UNIT WEEK)	UWK(*)	20	\$ 575.00	\$ 11,500.00	\$ 932.00	\$ 18,640.00	\$ 352.00	\$ 7,040.00	\$ 200.00	\$ 4,000.00	\$ 300.00	\$ 6,000.00
632.0112	RETROREFLECTIVE PAINT PAVL. MARKING, 12" LINE	LF	370	\$ 11.00	\$ 4,070.00	\$ 6.00	\$ 2,220.00	\$ 5.25	\$ 1,942.50	\$ 6.00	\$ 2,220.00	\$ 25.00	\$ 9,250.00
632.02	RETROREFLECTIVE PAINT PAVL. MARKING, SYMBOL OR WORD	SF	140	\$ 10.00	\$ 1,400.00	\$ 9.00	\$ 1,260.00	\$ 7.90	\$ 1,106.00	\$ 6.00	\$ 840.00	\$ 30.00	\$ 4,200.00
645	GATCH BASIN SILT SACK	EA	30	\$ 135.00	\$ 4,050.00	\$ 98.00	\$ 2,940.00	\$ 60.00	\$ 1,800.00	\$ 100.00	\$ 3,000.00	\$ 150.00	\$ 4,500.00
645.512	COMPOST SOCK FOR PERIMETER BERM	LF(*)	100	\$ 16.00	\$ 1,600.00	\$ 6.00	\$ 600.00	\$ 12.50	\$ 1,250.00	\$ 8.00	\$ 800.00	\$ 8.00	\$ 800.00
645.7	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 2,330.00	\$ 2,330.00	\$ 7,500.00	\$ 7,500.00	\$ 11,000.00	\$ 11,000.00	\$ 12,400.00	\$ 12,400.00
645.71	MONITORING SWPPP AND EROSION & SEDIMENT CONTROLS	HR	120	\$ 170.00	\$ 20,400.00	\$ 210.00	\$ 25,200.00	\$ 850.00	\$ 102,000.00	\$ 50.00	\$ 6,000.00	\$ 185.00	\$ 22,200.00
692	MOBILIZATION	LS	1	\$ 375,000.00	\$ 375,000.00	\$ 100,000.00	\$ 100,000.00	\$ 175,000.00	\$ 175,000.00	\$ 330,000.00	\$ 330,000.00	\$ 350,000.00	\$ 350,000.00
1010.2	ASPHALT CEMENT ADJUSTMENT	ALLOW	1	\$ 10,000.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
Base Bid Total:					\$ 5,361,996.10		\$ 4,080,850.00		\$ 4,182,375.50		\$ 4,968,936.50		\$ 6,387,424.12

(*) Denotes indeterminate quantity assumed for comparison of bids

Bid Alternate A - Municipal Parking Lot

Bid Item No.	Item Description	Units	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
201	SITE WORK (INCLUDES SITE PREPARATION, EARTHWORK, TREE CLEARING & GRUBBING, LANDSCAPING & HARDSCAPING, CLEANUP & RESTORATION, AND TURF ESTABLISHMENT)	LS	1	\$ 4,000.00	\$ 4,000.00	\$ 11,650.00	\$ 11,650.00	\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	\$ 35,000.00
203.1	COMMON EXCAVATION (F)	CY	810	\$ 30.00	\$ 24,300.00	\$ 17.00	\$ 13,770.00	\$ 33.00	\$ 26,730.00	\$ 40.00	\$ 32,400.00	\$ 50.00	\$ 40,500.00
214	FINE GRADING	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 3,600.00	\$ 3,600.00	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ 14,500.00	\$ 14,500.00
304.4	CRUSHED STONE (FINE GRADATION) (F)	CY	480	\$ 58.00	\$ 27,840.00	\$ 53.00	\$ 25,440.00	\$ 58.00	\$ 27,840.00	\$ 65.00	\$ 31,200.00	\$ 65.00	\$ 31,200.00
403.11023A	HBP-3/4" BINDER MIX, MACHINE METHOD	T	190	\$ 130.00	\$ 24,700.00	\$ 169.00	\$ 32,110.00	\$ 155.00	\$ 29,450.00	\$ 130.00	\$ 24,700.00	\$ 125.00	\$ 23,750.00
403.1105.3	HBP-3/8" SURFACE MIX, MACHINE METHOD	T	120	\$ 140.00	\$ 16,800.00	\$ 205.00	\$ 24,600.00	\$ 170.00	\$ 20,400.00	\$ 125.00	\$ 15,000.00	\$ 135.00	\$ 16,200.00
417	COLD PLANING BITUMINOUS SURFACE	SY	25	\$ 13.00	\$ 325.00	\$ 51.00	\$ 1,275.00	\$ 15.00	\$ 375.00	\$ 20.00	\$ 500.00	\$ 100.00	\$ 2,500.00
604.124	SPECIAL CATCH BASINS (24" DIA. DROP INLET)	EA	1	\$ 11,500.00	\$ 11,500.00	\$ 8,100.00	\$ 8,100.00	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 10,000.00	\$ 12,900.00	\$ 12,900.00
604.324	4" DIAMETER DRAIN MANHOLE	EA	1	\$ 7,500.00	\$ 7,500.00	\$ 6,820.00	\$ 6,820.00	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 10,000.00	\$ 13,500.00	\$ 13,500.00
604.52	ADDITIONAL ADJUSTMENT OF DRAIN & SEWER STRUCTURES (TO FINAL PAVEMENT ELEV.)	EA	2	\$ 450.00	\$ 900.00	\$ 400.00	\$ 800.00	\$ 400.00	\$ 800.00	\$ 800.00	\$ 1,600.00	\$ 2,500.00	\$ 5,000.00
604.99	SURFACE TREE TRENCH	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 2,700.00	\$ 2,700.00	\$ 9,500.00	\$ 9,500.00	\$ 9,000.00	\$ 9,000.00	\$ 11,500.00	\$ 11,500.00
605.506	6" PERFORATED CORRUGATED POLYETHYLENE PIPE UNDERDRAIN (SURFACE TREE TRENCH)	LF	25	\$ 200.00	\$ 5,000.00	\$ 88.00	\$ 2,200.00	\$ 252.00	\$ 6,300.00	\$ 185.00	\$ 4,625.00	\$ 175.00	\$ 4,375.00
605.515	15" PERFORATED CORRUGATED POLYETHYLENE PIPE UNDERDRAIN (INFILTRATION TRENCH)	LF	115	\$ 200.00	\$ 23,000.00	\$ 110.00	\$ 12,650.00	\$ 150.00	\$ 17,250.00	\$ 150.00	\$ 17,250.00	\$ 275.00	\$ 31,625.00
608.13	8" BITUMINOUS SIDEWALK (F)	SY	170	\$ 65.00	\$ 11,050.00	\$ 47.00	\$ 7,990.00	\$ 80.00	\$ 13,600.00	\$ 90.00	\$ 15,300.00	\$ 100.00	\$ 17,000.00
608.36	6" REINFORCED CONCRETE SIDEWALK (F)	SY	11	\$ 220.00	\$ 2,420.00	\$ 175.00	\$ 1,925.00	\$ 185.00	\$ 2,035.00	\$ 255.00	\$ 2,805.00	\$ 200.00	\$ 2,200.00
608.54	DETECTABLE WARNING DEVICES, CAST IRON	SY	2	\$ 640.00	\$ 1,280.00	\$ 300.00	\$ 600.00	\$ 350.00	\$ 700.00	\$ 2,300.00	\$ 4,600.00	\$ 750.00	\$ 1,500.00
609.01	STRAIGHT GRANITE CURB	LF	490	\$ 60.00	\$ 29,400.00	\$ 72.00	\$ 35,280.00	\$ 39.00	\$ 19,110.00	\$ 65.00	\$ 31,850.00	\$ 90.00	\$ 44,100.00
609.02	CURVED GRANITE CURB	LF	50	\$ 90.00	\$ 4,500.00	\$ 102.00	\$ 5,100.00	\$ 59.00	\$ 2,950.00	\$ 90.00	\$ 4,500.00	\$ 100.00	\$ 5,000.00
619.1	MAINTENANCE OF TRAFFIC	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,100.00	\$ 2,100.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 10,000.00	\$ 10,000.00

BID TABULATION

				Engineers Estimate		Jamco Excavators, LLC		DeFelice Corporation		N. Granese & Sons, Inc.		MAC Construction and Excavation, LLC	
632.0104	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE	LF	866	\$ 8.00	\$ 6,928.00	\$ 4.00	\$ 3,464.00	\$ 2.90	\$ 2,511.40	\$ 2.00	\$ 1,732.00	\$ 7.00	\$ 6,062.00
692	MOBILIZATION	LS	1	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	\$ 24,000.00	\$ 24,000.00
Bid Alternate A Total:					\$ 249,443.00		\$ 222,174.00		\$ 296,551.40		\$ 298,562.00		\$ 352,412.00

Contractor	Base Bid	Bid Alt A	Base Bid + Bid Alt A
Jamco Excavators, LLC	\$ 4,080,850.00	\$ 222,174.00	\$ 4,303,024.00
DeFelice Corporation	\$ 4,182,375.50	\$ 296,551.40	\$ 4,478,926.90
N. Granese & Sons, Inc.	\$ 4,968,936.50	\$ 298,562.00	\$ 5,267,498.50
MAC Construction and Excavation, LLC	\$ 6,387,424.12	\$ 352,412.00	\$ 6,739,836.12

Contract Award



EXETER PUBLIC WORKS DEPARTMENT

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

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

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Paul Cohen, Town Manager

DATE: May 27, 2026

RE: Contract – School Street Area Utility Improvement Project Construction Phase Engineering Services

SUGGESTED MOTION:

Motion to award a contract to CMA Engineers, Inc. for Construction Phase Engineering Services for the School Street Area Utility Improvement Project in the amount of \$503,000.00, and to further authorize the Town Manager or their designee to sign the associated contract documents.

The Public Works Department has reviewed the attached Contract Amendment No. 1, scope of services, and fee summary from CMA Engineers, Inc. for Construction Phase Engineering Services associated with the School Street Area Utility Improvement Project. The amendment also includes compensation for additional professional services performed during final design development, including sewer CCTV investigations, NHDES stormwater permitting and environmental review coordination, State Aid Grant funding coordination, and additional utility coordination with Unutil related to gas main and utility conflicts.

Construction phase services will include full-time resident project representative services during construction operations, construction administration, shop drawing and submittal review, contractor coordination, progress meetings, review of payment applications, preparation and review of change orders, maintenance of record drawings, substantial and final completion inspections, and coordination with regulatory agencies and utility companies. The proposed budget assumes approximately 47 weeks of active construction administration and inspection services over the course of the 2026 and 2027 construction seasons.

The Department recommends approval of this contract amendment to provide the professional engineering and construction administration services necessary to support project construction and regulatory compliance.

Funding for the project was authorized by voters at the 2024 Town Meeting under Article 5 and includes a combination of General Fund bonding and a Clean Water State Revolving Fund Loan in the amount of \$4,831,851.85, including approximately \$1,691,148 in principal forgiveness.

Funding for these engineering services is included within the overall project budget authorization.



May 13, 2026

Steve Cronin, Public Works Director
Exeter Public Works Department
13 Newfields Road
Exeter, NH 03833

Re: School Street Area Utility Improvement Project
Proposed Contract Amendment for Engineering Construction Services
Contract Amendment No. 1 – Engineering Construction Services
CMA #1350

Dear Steve:

CMA Engineers appreciates the opportunity to be of continued service to the Town of Exeter in the construction administration and Resident Project Representative (RPR) services for the **School Street Area Utility Improvement Project**. This amendment provides engineering construction administration and Resident Project Representative (RPR) services for the Project.

This amendment also includes compensation for additional engineering and coordination services performed during final design related to sewer CCTV investigations, NHDES environmental review and stormwater permitting coordination and preparation of the NHDES-required stormwater Basis of Design documentation, SAG funding coordination, and additional coordination with Unitil regarding gas main and utility pole conflicts. See **Exhibit A** for descriptions of the scope and **Exhibit B** for the associated amendment fee.

[Scope of Services and Schedule](#)

See Exhibit A for detailed description of Scope of Services and Schedule

[Project Team](#)

The project team for this amendment includes staff that were involved in the design process and are experienced in the administration and field observation of roadway and utility construction.

Phil Corbett, P.E.

Principal in Charge & Project Manager

Responsible for review of project progress, quality, and responsiveness, and managing project staff, budget, and project communications with the Contractor and Town Staff. Construction administration duties include submittal reviews, weekly project progress meetings, dissemination of documents and project correspondence.

Whitney Bouchard, PE **Senior Project Engineer**

Chris Chiamonte, PE **Project Engineer**

Assistance with construction administration duties including submittal reviews and preparation of clarification documents (sketches) to supplement project plans, track quantity spreadsheets and other tasks.

John McCarthy **Resident Project Representative**

Daily observation of construction activities, quality assurance, quantity tracking, pay requisition review assistance, maintenance of as-built documents, meeting coordination, and representation of the Town in the field.

Other CMA Engineers staff may provide project support during the construction project.

Engineering Fees

Engineering fees will be assessed as in our existing agreement. Time for staff will be billed on the basis of CMA Engineers, Inc. standard rates. Engineering staff are invoiced at the rate of salary cost (wage rate plus 35% to cover statutory and customary fringe benefits) times a factor of 2.45. Expenses are invoiced at cost plus 10%. Subconsultant costs are subject to a multiplier of 1.15. Mileage will be billed at the prevailing IRS rate.

Current hourly rates for members of the project team are as follows and may be adjusted in accordance with the formula above:

Phil Corbett, P.E.	Project Manager	228
Whitney Bouchard, P.E.	Senior Project Engineer	147
Chris Chiamonte, P.E.	Project Engineer	146
John McCarthy	RPR	138
Clerical	Various	86
Sam Fortier, P.E.	QA/QC Project Reviewer	169

Our fee under this amendment, inclusive of time, expenses, and consultants' costs, is estimated at **\$503,000**. Actual engineering effort and associated costs during the Construction Phase are dependent upon contractor performance, project schedule, field conditions, and regulatory requirements. If additional services beyond the scope of this amendment become necessary, CMA Engineers will notify the Town prior to proceeding with such services. Invoices are submitted monthly with payment of invoices due net thirty (30) days of invoice date.

Agreement

CMA Engineers' terms and conditions as defined in our original contract (September 26, 2024) shall apply except where specifically modified above and in Exhibit D: *standard contract requirements of the New Hampshire Department of Environmental Services (NHDES)*, attached to this agreement. This agreement, including all associated attachments, may only be modified in writing, signed by all parties. This agreement utilizes our current labor and overhead rates.

If you have any questions concerning these matters, please do not hesitate to call. If you concur with the arrangements outlined herein, you may authorize us to proceed by signing below and returning a signed original to our office.

Very truly yours,
CMA ENGINEERS, INC.


Philip A. Corbett, P.E.

Project Manager

Whitney A. Bouchard, P.E.
Sr. Project Engineer

Attachments:

- Exhibit A – Detailed Project Scope
- Exhibit B – Fee Breakdown
- Exhibit C – Project Engineer Resume
- Exhibit D – Resident Project Representative Resume
- Exhibit E – NHDES Construction Phase Engineering Contract

CC: Steve Cronin, Director, Exeter Public Works

Accepted and Authorized to Proceed:

Town of Exeter

Date

EXHIBIT A

DETAILED PROJECT SCOPE

Additional Design Services

During design development for the School Street Area Utility Improvement Project, CMA Engineers performed additional professional services beyond the original anticipated scope associated with regulatory compliance, utility coordination, infrastructure investigations, and funding program requirements. These services included the following:

1. Sewer CCTV Investigation and Evaluation

CMA Engineers retained and coordinated with Eastern Pipe Services to perform CCTV inspection services of existing sewer mains and service connections within the project area. The investigation was undertaken to further evaluate infiltration and inflow (I/I) conditions contributing to excessive wet weather sewer flows and to assess whether additional private-side sewer service replacement or cost-sharing measures with abutters would be appropriate.

Additional services included coordination and management of CCTV inspection services, review and evaluation of findings related to infiltration and inflow conditions, and preparation of technical recommendations regarding potential sewer service improvements and infiltration reduction measures. This investigation supported evaluation of existing sewer system deficiencies and potential future improvements within the project area.

2. Stormwater Basis of Design Report and Regulatory Coordination

CMA Engineers prepared a comprehensive Stormwater Basis of Design Report to support NHDES permitting and Clean Water State Revolving Fund (CWSRF) funding requirements. While stormwater coordination was anticipated as part of the original design scope, the extent of technical documentation, analysis, and agency coordination ultimately required by NHDES substantially exceeded the level reasonably anticipated during design development.

Additional services included preparation of supporting technical analyses and documentation, coordination with NHDES regarding permitting and environmental review requirements, and multiple revisions to address evolving agency comments and requests for additional information. Significant additional engineering effort was required to prepare and revise technical, analytical, and regulatory documentation necessary to maintain project permitting and funding eligibility.

3. State Aid Grant (SAG) and Funding Coordination

CMA Engineers prepared and coordinated State Aid Grant (SAG) and related funding application materials required to maintain project eligibility with NHDES, including supporting documentation, project information, and coordination associated with funding program requirements.

4. Additional Utility Coordination – Unitil

CMA Engineers provided additional coordination services with Unitil related to gas main and utility pole conflicts identified during design development. Services included utility layout evaluations, coordination meetings, and preparation of supporting exhibits and figures to facilitate utility conflict resolution and project coordination.

Construction Phase Services

Engineering services during the Construction Phase are dependent in part upon contractor performance, construction schedule, field conditions, and project requirements. For this assignment we have assumed full-time resident observation services as well as in-office construction administration. These services will be managed under the direction of a Professional Engineer that has been centrally involved in the design of the project.

Construction Administration includes representing the Town of Exeter in the administration of the construction project and will include the following tasks:

<ul style="list-style-type: none"> • Notice to Proceed 	<ul style="list-style-type: none"> • Review the Contractor’s schedule
<ul style="list-style-type: none"> • Schedule and moderate preconstruction conference 	<ul style="list-style-type: none"> • Schedule, moderate, and document regular construction meetings
<ul style="list-style-type: none"> • Review/approval of Contractor’s SWPPP 	<ul style="list-style-type: none"> • Prepare contract clarifications, sketches, and supplemental information as necessary
<ul style="list-style-type: none"> • Preparation/review of change orders (as necessary) 	<ul style="list-style-type: none"> • Review Contractor materials testing reports and associated documentation
<ul style="list-style-type: none"> • Manage the resident project representative services 	<ul style="list-style-type: none"> • Review project for interim completion, substantial completion, and final completion
<ul style="list-style-type: none"> • Shop drawing review and approval 	<ul style="list-style-type: none"> • Prepare and submit record drawings (<i>CAD drawings based on as-built conditions documented by Contractor</i>)
<ul style="list-style-type: none"> • Review/recommendation for payment of monthly payment applications 	<ul style="list-style-type: none"> • Monitor and enforce contract requirements during the 12-month warranty period

Resident Project Representative (RPR) services are assumed throughout the duration of the construction contract. An overall duration of **47 weeks** of active construction is assumed in two construction seasons. During this time the resident will represent the Town and CMA Engineers on-site, including:

<ul style="list-style-type: none"> Observe Contractor’s Daily Work 	<ul style="list-style-type: none"> Track and coordinate work scheduling with Contractor and Town staff as required
<ul style="list-style-type: none"> Track daily work & maintain daily records of installed materials and quantity sign-offs 	<ul style="list-style-type: none"> Review project completion and quality control documentation Interface with residents & abutters as appropriate
<ul style="list-style-type: none"> Review all quality control information 	<ul style="list-style-type: none"> Attend all on-site meetings
<ul style="list-style-type: none"> Review pay requisitions 	<ul style="list-style-type: none"> Maintain record drawings

The role of the RPR will be to represent CMA Engineers and the Town as outlined above, and not to direct the work or performance of the Contractor. The primary quality control requirements will be completed by the Contractor with pre-qualified subcontractors, and all QC information will be reviewed by CMA Engineers for adequacy and acceptability in accordance with the contract documents.

Schedule

CMA Engineers will provide construction administration and resident project representative services from the conclusion of the bid period through final construction and acceptance of the project. The Construction contract provides the contractor with **330 calendar days** (including bid alternates) of active construction to substantial completion, and another **40 calendar days** to final completion (**total 370 calendar days**).

We anticipate this work to commence in early July 2026. Estimated timeframes for the construction efforts are summarized as follows:

- Award/Notice to Proceed: June 2026
- 2026 Construction Period: June – December 2026
- 2027 Construction Period: April – September 2027
- Project Completion and Closeout: October 2027

The estimated budget assumes active construction requiring CMA Engineers field coverage five days per week, **nine hours per day, during the 47 weeks of active construction**. Our budget assumes that the Contractor completes the work satisfactorily Monday-Friday. If use of Saturdays is allowed, additional time and costs may be required.

LABOR RATE ESTIMATE

CLIENT: Town of Exeter

PROJECT: Exeter School Street Project

PROJECT #: 1350

DATE: May 13, 2026

ADDITIONAL SERVICES

	Rate	Total Hours	Total
PM	\$ 228	10	\$ 2,280.00
Sr PE	\$ 147	40	\$ 5,880.00
PE	\$ 146	52	\$ 7,592.00
Admin	\$ 86	2	\$ 172.00
CAD	\$ 107	20	\$ 2,140.00
Subtotal CMA Eng.			\$ 18,064.00
Direct Expenses (Sub Costs - Video Inspection)			\$ 4,255.00
Subtotal			\$ 22,319.00

ENGINEERING CONSTRUCTION SERVICES

Substantial Completion =	330 days
	47 weeks
	10.8 months
Working Days =	236 days

A. Construction office Administration (Award, Contract Documents, Precon)

	Rate	Total Hours	Total
PM	\$ 228	8	\$ 1,824.00
Sr PE	\$ 147	24	\$ 3,528.00
PE	\$ 146	8	\$ 1,168.00
Admin	\$ 86	4	\$ 344.00
RPR	\$ 138	8	\$ 1,104.00
QA/QC Review	\$ 169	2	\$ 338.00

B. Construction office Administration During Construction

	Rate	Hours/wk	# of Weeks	Total Hours	Total
Principal	\$ 228	1	47	47	\$ 10,716.00
PM	\$ 228	4	47	188	\$ 42,864.00
Sr PE	\$ 147	6	47	282	\$ 41,454.00
PE	\$ 146	8	47	376	\$ 54,896.00
Admin	\$ 86	2	47	94	\$ 8,084.00

C. RPR

RPR	\$ 138	45	47	2115	\$ 291,870.00
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D. Closeout/Record Drawings

Principal	\$ 228	4	\$ 912.00
PM	\$ 228	4	\$ 912.00
Sr PE	\$ 147	16	\$ 2,352.00
PE	\$ 146	40	\$ 5,840.00
Admin	\$ 86	4	\$ 344.00
CAD	\$ 100	16	\$ 1,600.00
RPR	\$ 138	16	\$ 2,208.00

Subtotal CMA Eng. \$ 495,000.00

Direct Expenses \$ 8,000.00

Total \$ 503,000.00

EXHIBIT C

PROJECT ENGINEER RESUME



Whitney A. Bouchard, P.E.

Project Engineer

EXPERTISE

- Environmental Engineering
- Water and Wastewater Design
- Permitting
- Historical Documentation

EDUCATION

- BS Civil Engineering (2013)
University of Maine, Orono
- MS Environmental Engineering
(2015) University of
New Hampshire

PROFESSIONAL REGISTRATIONS/CERTS

Professional Engineer:

- New Hampshire (16292)

Certifications:

- NHDOT LPA Certified (1885)
- NHDOT OFC Certified

EXPERIENCE

Consulting: 11 years

Years with Firm: 11 Years

PROFESSIONAL AFFILIATIONS

- New England Water Works
Association (NEWWA)



PROFESSIONAL PROFILE

Ms. Bouchard has 11 years of experience in civil and environmental engineering projects. Her background includes planning, permitting, funding agency applications, design, bidding, construction administration, and resident engineering services for water distribution systems, sewer collection systems, drinking water treatment facilities, and sidewalk and rail trail projects.

REPRESENTATIVE PROJECTS

Union Street & Willard Street Reconstruction, Portsmouth, NH

Project Engineer for design of water and sewer utilities for this project. The project's main objective was to separate stormwater from sewer systems, while improving water infrastructure and reconstructing the roadway and sidewalks. Utility improvements included new water and sewer mains, service connections, and drainage infrastructure to improve system reliability and capacity.

Epping Road TIF District Improvement Project, Exeter, NH

Project Engineer for the design of this utility extension project in Exeter's TIF District. This project included the installation of 12" PVC sewer pipe, sewer services, 12" CLDI water main, and water services along Epping Road from Continental Drive to Cronin Road. The road was restored with full-depth reconstruction and permanent trench patch. The water main and sewer main were extended to provide service to future mixed-use and commercial development along the Epping Road corridor.

Hollis Pines Cooperative Water System Upgrades, Hollis, NH

Project Engineer for urgent water system upgrades addressing PFAS contamination. Work included feasibility evaluation, design of a centralized treatment facility, water storage tanks, and distribution improvements, along with grant support securing \$3.3 million in funding.

Colebrook Homeowners Cooperative, Colebrook, NH

Project Engineer for the design of stormwater, sanitary sewer, and water infrastructure as part of the overall improvement project in the Colebrook Homeowners Cooperative in Colebrook, NH. The project includes drainage swales with BMPs to manage and treat stormwater, sanitary sewer upgrades and realignment to address inflow and infiltration issues and backlot sewer mains, and water main and service replacement to address significant water loss and frequent breakages, and electrical upgrades to improve code compliance.

School Street Neighborhood Project, Exeter, NH

Senior Project Engineer for this municipally managed NHDES CWSRF-funded project to replace failing and undersized water, sewer, and drainage systems within the School Street neighborhood and Garfield Street parking lot. Responsibilities include utility design, permitting, funding coordination, and public engagement. The project improves neighborhood resiliency and water quality through upgraded utilities, stormwater treatment BMPs, and complete roadway and ADA-compliant sidewalk reconstruction.

Frost Residents Cooperative, Water System Improvements, Derry, NH

Project Engineer responsible for assisting with the permitting, design, cost estimating, bidding, and construction administration of the water system improvements for the 29 home Frost Residents Cooperative in Derry. The Cooperative received funding from DWSRF and CDBG.

Icey Hill Cooperative, Water & Sewer Improvement Project, Exeter, NH

Project Engineer responsible for overseeing the permitting, design, cost estimating, bidding, construction administration, grant management, and resident engineer for the water and sewer improvement project for the 14 home Icey Hill Cooperative in Exeter. The Cooperative received funding from the New Hampshire Community Loan Fund (NHCLF).

Water Treatment Facility Evaluation and Improvements, Bethlehem, NH

Project Engineer for evaluation and design of water system improvements to address DBP non-compliance at the Bethlehem Water Treatment Plant. Duties included UV pilot system siting, pipe modification design, sewer and yard piping layout, cost estimating, and final plan development.

Madbury Road Reconstruction, Durham, NH

Project Engineer for the design of stormwater, sanitary sewer, and water infrastructure analysis and design as part of the overall roadway and streetscape improvement project on Madbury Road in Durham, NH. (As sub-consultant to VHB) The project includes a new closed stormwater system with BMPs to treat stormwater and manage peak flows. Sanitary sewer upgrades and realignment to address issues that have arisen with private development along the corridor. Water main and service replacement with an upgraded pump station to address substandard fire flows.

Cambridge Turnpike Improvement Project Phase II, Concord, MA

Project Engineer and Resident Engineer for water system design, cost estimating, and construction administration for 2,400 feet of roadway, sidewalk, utility, and drainage improvements on Cambridge Turnpike.

Forest Park Cooperative, Water, Sewer & Drain Improvement Project, Jaffrey, NH

Project Engineer responsible for overseeing the permitting, design, cost estimating, bidding, construction administration and grant management of the water, sewer and drainage improvement project for the 116-home Forest Park Tenants Association Cooperative in Jaffrey. The Cooperative received funding from the United States Department of Agriculture (USDA) and the Community Development Block Grant (CDBG). Duties also included attending construction meetings, coordinating with the Cooperative and contractor, and lift station design and coordination. Lift station upgrades were completed in January 2024.

Acorn Terrace Cooperative, Phase I-III Water Distribution System and Pump House, Rochester, NH

Project Engineer responsible for assisting with the design, cost estimating, bidding, construction administration and grant management of the water distribution system and pump house projects for the 89 home Acorn Terrace Cooperative in Rochester. The Cooperative received funding from the Drinking Water State Revolving Loan Fund (DWSRF) and the Drinking Water Groundwater Trust Fund (DWGWT).

Woody Hollow Cooperative, Water, Sewer & Drain Improvement Project, Boscawen, NH

Project Engineer responsible for overseeing the permitting, design, cost estimating, bidding, construction administration and grant management of the water, sewer and drainage improvement project for the 30 home Woody Hollow Cooperative in Boscawen. The Cooperative received funding from the New Hampshire Community Loan Fund (NHCLF) and CDBG.

Main Street South Sidewalk Project, Durham, NH

Project Engineer responsible for overseeing the permitting, historical/environmental coordination/documentation, and utility coordination on local, regional, and state level for the University of New Hampshire's sidewalk project. She was also the resident engineer on site for the construction of a curbed 8' wide concrete sidewalk construction replacing gravel at-grade facility along Main Street on the University of New Hampshire Campus between the Field House and the roundabout. The NHDOT funded the 900-foot sidewalk project, and Ms. Bouchard ensured that the project met design requirements and the Local Public Agency and Office of Federal Compliance regulations.

Nute Road Bridge, Madbury, NH

Project Engineer for the permitting and environmental coordination phase of the Nute Road crossing of the Bellamy River in Madbury, NH. The project was partially funded through the New Hampshire DOT, State Bridge Aid Program and involved the replacement of a 15-foot span corrugated metal plate arch culvert which was on the State's Red list and did not meet current stream crossing guidelines. The new structure is a 30-foot span prestressed voided slab bridge supported on cast-in-place concrete abutments on spread footings. Duties included coordinating and compiling all environmental documentation for the submission of the NHDES Standard Dredge and Fill Wetlands permit.

Sidewalk & Rail Trail Improvements Project, Claremont, NH (TAP)

Resident Engineer on site for the construction of Claremont's sidewalks along East Street, rehabilitation of rail trail surface between Pleasant Street and Chestnut Street, formalization of trailhead parking at the rail trail intersection with Pleasant Street, and upgrades to the rail trail crossings at Broad Street and Chestnut Street. The NHDOT funded the 2,500-foot rail trail and 1,600-foot sidewalk project, and Ms. Bouchard ensured that the project met design requirements and, the Local Public Agency and Office of Federal Compliance regulations. Her duties included regular coordination with the contractor and City; resident inspection; payroll review; labor interviews; construction meetings; and construction administration.

High Street, Campus Connector Trail & Memorial Drive Project, Somersworth, NH

Project Engineer responsible for overseeing the permitting, historical/environmental coordination/documentation, and utility coordination on local, regional, and state level. The proposed project is a series of connective pieces, which make a connected pedestrian way from downtown, dense residential neighborhoods, low- and moderate-income housing and elderly housing. Improvements can be seen on High Street, Memorial Drive, Cemetery Road, and the formalized/unformalized school campus path.

Rockingham Rail Trail Extension, Manchester, NH

Project Engineer responsible for overseeing the permitting, historical/environmental coordination/documentation, and utility coordination on local, regional, and state level. A pedestrian/bicycle trail has been created along the abandoned railroad bed from Mammoth Road to Lake Shore Avenue, thus improving connectivity between the east side of the City and the Rockingham Trail.

Bicycle-Pedestrian Corridor Phase VI, Salem, NH (TAP)

Resident Engineer on site for the construction of Salem's second phase of the Bicycle-Pedestrian Corridor. The NHDOT funded the 0.6-mile-long sidewalk project, and Ms. Bouchard ensured that the project met design requirements and, the Local Public Agency and Office of Federal Compliance regulations. Her duties included regular coordination with the contractor, Friends of the Salem Bike-Ped Corridor, and Town; resident inspection; payroll review; labor interviews; construction meetings; and construction administration.

EXHIBIT D

RESIDENT PROJECT REPRESENTATIVE RESUME

YEARS OF EXPERIENCE

16

EDUCATION

- Architectural Engineering, New Hampshire Technical Institute

CERTIFICATIONS

- MaineDOT LPA (6/30/26)
- NHDOT LPA #1918 (12/31/25)
- ACI Concrete Field Testing Technician - Grade I (3/22/26)
- ACI Masonry Field Testing Technician (6/7/24)
- NETTCP Concrete Inspector #1732 (2/3/28)
- NETTCP Concrete Technician #1122 (4/16/24)
- NETTCP Drilled Shaft Inspector #550 (3/5/24)
- NETTCP HMA Paving Inspector #2988 (2/10/28)
- NETTCP HMA Plant Technician #919m (1/20/28)
- NETTCP QA Technologist #1067 (7/23/25)
- NETTCP Soils & Aggregate Inspector #1052 (2/16/27)
- Nuclear Densitometer

John is a professional, diligent, and detail-oriented individual with over 16 years of experience in the construction industry. His skills include a deep knowledge of testing procedures for multiple trades, ranging from concrete/soils to fireproofing. John has a thorough comprehension of project specifications, construction plans and shop drawings, and a strong ability to communicate directives and document field activities and conditions. He also performs inspections of reinforcing steel, concrete, soils, masonry and HMA pavements, as well as drilled shafts, driven piles and other geotechnical and foundation elements.

Representative Experience

Whipple Road Sidewalk Project (MaineDOT LPA), Kittery, ME

Resident Engineer for the municipality of Kittery, Maine. Project consisted of installation of new 12"/15" drainage lines, catch basin structures and underdrain runs. Project included construction of approximately 2,000 LF of new sidewalk and granite curbing, along with milling and new pavement overlay for 3 sections of Route 103. Construction work also extended to new driveway aprons and drainage improvements for adjacent homeowners. Responsibilities included monitoring & inspection of construction work, communication with town officials, local residents, engineering & design staff, general contractor & MaineDOT, as well as tracking, measuring and documenting all pay items & quantities, drafting change orders, creation of daily reports on all work activities, and managing submittals, contractor payroll, test reports and invoicing. (2022)

WMTS Garage Expansion (MaineDOT LPA), Auburn, ME

Resident Engineer for Western Maine Transportation Services. Project consisted of selective demolition of site/building and construction of a 2-bay maintenance garage extension to the existing garage & office structure. Extension included an interior wash bay system, sectional overhead doors, interior bathrooms and utility upgrades. Project also entailed enlargement of original parking areas, construction/paving of new lots and installation of new electrical runs and drainage system for the project location. Responsibilities included monitoring & inspection of construction work, communication with WMTS, project engineers, design architects, general contractor & MaineDOT, tracking/documentation for project pay items and change orders, and creation of daily reports on all work activities. (2022)

FPTAC Water, Sewer & Drainage Improvements Project, Jaffrey, NH

Resident Project Representative for Forest Park Tenants Association Cooperative/CMA Engineers. Water improvements consisted of replacement of the existing water system with new pressure pipe, water appurtenances, and new water service connections along with new meter pits for 117 mobile home units, upgrades for the booster station, demolition of existing storage tank and replacement of 2 master meter vaults for the water system. Sewer improvements consisted of replacement of sewer mains and installation of new sanitary structures throughout the park and the town sewer easement area, and installation and connection of new PVC sewer services for the individual homes. Drainage portion of the project consisted of the construction for and installation of new closed system drainage infrastructure with multiple catch basins and engineered swales, as well as roadway rehabilitation & full reconstruction of Park



roads. Responsibilities included monitoring & inspection of construction work, communication with Town Depts, Engineers, general contractor & subcontractors, tracking/documentation for project pay items, and creation of daily reports on all work activities. (2020-2022)

Concord Turnpike Improvements Project (Phase 2), Concord, MA

Resident Project Representative for the Town of Concord MA/CMA Engineers. Project consisted of construction of new bridge, installation of 2 precast box culverts, deep ground improvements, precast retaining wall sections, directional drilling for new water main, drainage & utility installation, full depth road reconstruction and wetland mitigation work for 2,400 ft of Cambridge Turnpike in Concord, MA. Responsibilities included monitoring & inspection of construction work, communication with Town Depts, Engineers, general contractor & subcontractors, tracking/documentation for project pay items, and creation of daily reports on all work activities. (2020)

Concord Water Improvements, Concord, MA

Resident Project Representative for the Town of Concord MA/CMA Engineers. Project consisted of installation of approx. 8,000 feet of new ductile iron water pipe to replace the existing asbestos-cement water main over a total of 6 streets/roads. Project also entailed installation/upgrade for residential services & fire hydrants, as well as earthwork and asphalt paving. Responsibilities included monitoring & inspection of all installation work, communication with Concord Public Works Dept, contractor & residents, tracking & documentation for all project pay items, and creation of daily reports on all work activities. (2020)

Manchester Memorial Elementary School, Manchester-by-the-Sea, MA

This MSBA-funded project involved the construction of a new \$52M 2-story, 77,102-sf school building. Responsibilities included providing quality control during multiple phases of the construction process including the correct placement and installation of concrete, reinforcing bars, and structural fills. (2019-2020)

Logan International Airport Terminal Optimization C, Boston, MA

MPA Contract No. L1429-C3. This \$200M project will provide new and renovated facilities in Terminal C, a new post-security connection to Terminal B, and a smoother, more enjoyable travel experience through Logan Airport. Provided QC materials testing and inspection services. (2019-2020)

Logan International Airport Terminal B Entrance Roadways; MPA. L1332-C3, Boston, MA

Provided Project Management and QC materials testing/inspection services for this \$45M project. (2019-2020)

Route 147 Bridge, Agawam, MA

Drilled Shaft Inspector. Worked with Northern Construction Services and MassDOT to provide inspection, monitoring and verification services during the installation/construction of multiple 48" diameter drilled shafts for new bridge replacement spanning the Westfield River. Monitored and documented the drilling of the shafts and verified the proper locations and depths of the required rock sockets. Inspection of rock and spoils to determine correlation with the construction documents and boring logs. Oversaw the inspection of shaft & rock socket cleanout and rebar & concrete placement for the caissons. Prepared and maintained Drilled shaft logs throughout the operation. Also provided daily written reports and photo documentation of all work. (2019)

New Hampshire DOT (NHDOT) – Statewide Resurfacing Project

Consultant/Field Engineering Support. Provided monitoring, inspection, and documentation services for \$4.7m statewide resurfacing contract. Project involved cold-planing existing Tier 2 roadways, new pavement and bonded wearing course placement, as well as striping and new guardrail structures. (2018)

NHDOT – I-93, Salem to Manchester

Soils/Concrete Inspector. Provided inspection, testing and documentation services for multi-year, multi-phase expansion of Interstate 93 from Salem to Manchester, NH. Work involved construction of multiple new bridges and new highway sections, as well as widening of existing roadway. (2012-2018)



Foundry Parking Garage, Portsmouth, NH

Soils, Concrete, Masonry & Special Inspector. Represented the City of Portsmouth providing testing and inspection services for the construction of a 5 level, 600 space parking garage. Inspection/testing duties involved concrete foundations, soils preparation and pre-cast concrete panel & support repairs. (2018)

Salem High School, Phase 1-5, Salem, NH

Geotechnical, Concrete & Masonry Inspector. (2015-2018)

N. Fitzwilliam Road Bridge (MassDOT Contract 79598), Royalston, MA

Drilled Shaft Inspector. Worked with New England Infrastructure, Inc. and MassDOT to provide inspection, monitoring and verification services during the installation/construction of multiple 30" diameter drilled shafts for north and south abutments for new roadway bridge. Monitored and documented the drilling of the 10 shafts and verified the proper locations and depths of the required rock sockets. Inspection/classification of rock and millings to verify with the construction documents and boring logs. Inspection of rock socket cleanout and monitored concrete placement for drilled shafts. Maintained drilled shaft logs and created daily written reports with photo documentation of all operations. (2017)

Holbrook PreK-12 School, Holbrook, MA

Masonry, Soils, Concrete and HMA Inspector. Worked with Owner's Representative to provide inspection services for the construction of new Pre-K through Grade 12 school. Inspection/testing duties focused on concrete foundations and structural masonry. (2015-2016)

Dover Police Department & Parking Garage, Dover, NH

Driven Pile Inspector. Represented the City of Dover overseeing the installation of 80+ steel pipe piles for foundation reinforcement for new police station and multi-level parking garage. (2015)

Portsmouth Naval Shipyard, Kittery, ME

Soils, Concrete, Masonry & HMA Inspector. (2012-2018)

Plymouth State College, Allwell Center, Plymouth, NH

Fireproofing Inspector. (2015)

Whittier Street Bridge, Dover, NH

Soils, Concrete & HMA Inspector. (2016-2017).

EXHIBIT E

NHDES CONSTRUCTION PHASE ENGINEERING CONTRACT

ENGINEERING CONSTRUCTION PHASE
CONTRACT AMENDMENT #1 FOR PROFESSIONAL SERVICES
FOR
School Street Area Utility Improvement Project
TOWN OF EXETER, NEW HAMPSHIRE

CMA Engineers submits this proposed amendment to our existing engineering services agreement (dated September 26, 2024). This amendment incorporates the standard contract requirements of the New Hampshire Department of Environmental Services (NHDES). CMA Engineers' terms and conditions as defined in our September 26, 2024 agreement shall apply, except as modified herein.

This ~~AGREEMENT~~ Contract Amendment made and entered into at Rockingham County, New Hampshire, this **13th** day of **May 2026**, by and between Town of Exeter hereinafter called the OWNER, and CMA Engineers, Inc. hereinafter called the ENGINEER.

WITNESSETH:

WHEREAS, the OWNER intends to construct Treatment Works: The Work consists of new sewer, drainage, water mains, curbing, sidewalk reconstruction, and roadway reconstruction, and all utility improvements as shown on the Contract Plans and Documents.

hereinafter called the PROJECT, and

WHEREAS, professional sanitary engineering services will be required for construction administration, resident engineering and related services, and

WHEREAS, such services are of a distinct professional nature and hence not subject to the bidding process,

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the OWNER hereby employs the ENGINEER to furnish the following engineering services in connection with the proposed PROJECT; and it is agreed by and between the OWNER and the ENGINEER as follows:

I. SERVICES TO BE PERFORMED BY THE ENGINEER

- A. Upon execution of this ~~AGREEMENT~~ Contract Amendment, the ENGINEER shall proceed with the general administration of construction and fulltime inspection by qualified personnel of the contractor's work to ~~assure~~ observe and evaluate compliance with the contract documents and any coincident or subsequent changes or change orders for the construction of the treatment works for the Town of Exeter. Said services shall include, but shall not necessarily be limited to:
1. General Construction Administration
 - a. ~~Updating and modifications of contract documents to meet changed site and project conditions or variations in State or Federal requirements.~~
 - b. ~~Assistance in securing construction bids, conduct bid opening, tabulation and analysis of bids, and recommendation regarding award of contract. A copy of the bid analysis will be furnished to the Department of Environmental Services, Water Division, hereinafter called the DIVISION, and EPA. (Where applicable)~~
 - c. Completion of formal contract documents for the award of contracts.
 - d. Checking detail construction, shop and erection drawings submitted by the contractor.
 - e. Reviewing laboratory, shop, and mill test reports of materials and equipment.
 - f. Preparation of drawings and technical material as required to supplement and/or clarify the contract documents.
 - g. Review, verification, and approval of estimates for periodic and final payments to the contractors for submittal to the OWNER and the DIVISION.
 - h. Periodic inspection of work and final inspection.
 - i. Observing and reporting performance and qualifying tests required by specifications.
 - j. Keeping daily records of construction progress and compiling same into progress reports for submission to the OWNER and DIVISION.
 - k. Verifying and keeping records of construction items of work accomplished for use as a basis of checking contractors' monthly estimates.
 - l. Consultation and advice during construction.
 - m. Determination of need for and preparation of change orders for approval by the OWNER and DIVISION based on conditions found during construction and/or additions or modifications to the work requested by the OWNER and approved by the ENGINEER and the DIVISION and implemented at a price recommended by the ENGINEER as equitable. For change order items exceeding \$10,000, the ENGINEER shall prepare an independent cost estimate.
 - n. Determination of "equality" for substitution of materials and equipment specified and securing DIVISION approval thereof.
 - o. ~~Provide and maintain construction control lines and grades. For sewers offset lines and grade elevations, with cut depths at manholes; at treatment plant and pumping station sites base lines for layout and benchmarks.~~
 - p. Preparation of application, supporting and associated documents for Federal, State, and other grant or loan programs, including monthly reimbursement requests.
 - q. Preparation of certificate of substantial completion and contract completion.
 - r. Assist the OWNER in obtaining the required project related approvals of State and Federal agencies.

2. Resident ~~Inspection~~ Site Observation and Other Special Services

- a. The ENGINEER agrees to provide at least ~~one Registered Professional Civil Engineer on the project site and one full time Resident Project Representative (RPR) or more inspectors as necessary (full or part time)~~ to assist the ENGINEER in the work of General Administration as described under I(A) and in observing construction activity for compliance with the contract documents and any associated change orders. The DIVISION shall be notified in writing of the name of the ~~resident engineer, assistant engineers, and construction inspectors,~~ RPR and shall be provided with a brief history of the ~~resident engineer's~~ RPR's construction experience. The ~~resident engineer and their inspectors~~ RPR shall *be a subcontractor* or in the employ of and under direct control of the ENGINEER. It is further agreed that failure of the ~~resident engineer~~ RPR to administer the PROJECT to the satisfaction of the DIVISION or OWNER is deemed to be sufficient basis for their removal from the PROJECT and replacement.
- b. The ENGINEER agrees to provide ~~supervision of initial startup and operation and for~~ services during the twelve-month warranty period and to prepare the Project Performance Certification ~~and associated documentation.~~
- c. ~~Preparation of an Operation and Maintenance Manual for approval by the DIVISION. After DIVISION approval, the ENGINEER agrees to supply four (4) sets of the completed manual to the OWNER, and an electronic version of the document for the DIVISION.~~
- d. Preparation of record drawings of the work as constructed. ~~Two (2) sets of prints to be furnished to the OWNER, and an~~ An electronic version of the stamped and signed drawings for the *OWNER and DIVISION.*
- e. CMA Engineers shall not have control over or charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures, safety precautions, or programs in connection with the Work, all of which are solely the Contractor's responsibility. CMA Engineers shall not be responsible for the Contractor's failure to perform the Work in accordance with the Contract Documents.

II. THE OWNER'S RESPONSIBILITIES

- A. Assist the ENGINEER by placing at their disposal all available information pertinent to the PROJECT, including previous reports and other data relative to the reports.
- B. Make provisions for the ENGINEER to enter upon public and private lands, municipal facilities and industrial establishments as required to perform work under this ~~AGREEMENT~~ Contract Amendment.
- C. The OWNER also agrees to comply with DIVISION and Federal (Where applicable) requirements as they relate to this project.

III. ~~COMPENSATION TO BE PAID THE ENGINEER~~ SEE AMENDMENT 1 FOR PAYMENT INFORMATION

A. ~~Method of Payment~~ Amount of Fee

- 1. ~~Payment to the ENGINEER, for services rendered, shall be according to the following schedule:
Statements will be rendered (with modifications if necessary) monthly with billing by the hour and rate by labor category with mark up and incidental expenses in accordance with the attached fee schedule.~~
- 2. ~~The OWNER agrees to pay and the ENGINEER agrees to accept for all services under this AGREEMENT, a fee not to exceed _____ Dollars (\$ _____).~~

B. ~~Limits of All Payment~~

ENGINEERING CONSTRUCTION PHASE CONTRACT

- 1. ~~The ENGINEER further agrees that the following fee for their services under I (A)(1), for Construction Administration on this PROJECT, (exclusive of work performed by resident engineering staff) is adequate to complete the work and shall not exceed _____ Dollars (\$ _____).~~
- 2. ~~Payment to the ENGINEER for resident engineering and other special services shall be as follows:~~
 - a. ~~Resident engineering and supporting staff (as agreed to by the OWNER and DIVISION) as described under I (A)(2)(a) for a period of ___ working days, an amount not to exceed _____ Dollars (\$ _____).~~
 - b. ~~Overtime shall be converted to equivalent fractions of 8 hour days. If the number of working days for inspection personnel stated above is not sufficient to provide adequate inspection of the PROJECT, it is agreed that the additional cost of resident services may be negotiated with the OWNER and the DIVISION.~~
 - c. ~~For supervision of initial start up and operation of the project and Project Performance Certification as described under I (A)(2)(b), during a period of twelve (12) months, an amount not exceed _____ Dollars (\$ _____).~~
 - d. ~~For preparation of the Manual as described under I (A)(2)(c) and instructions on its use, an amount not to exceed _____ Dollars (\$ _____).~~
 - e. ~~For special services, an amount equal to the actual cost of such work. The actual cost shall include compensation to the ENGINEER for their work on these services. The ENGINEER also assures the OWNER that the moneys to be paid under this item are adequate for the work proposed and shall not exceed _____ Dollars (\$ _____).~~
 - f. ~~For preparation of the Record Drawings as described under I (A)(2)(d), an amount not to exceed _____ Dollars (\$ _____).~~

IV. ADDITIONAL COVENANTS

- A. The ENGINEER agrees to provide in active charge of this PROJECT for the life of the contract a Project Engineer who is a permanent employee of the ENGINEER and who is a "qualified sanitary engineer" as defined under the DIVISION'S "Rules and Regulations for the Prequalification of Consulting Engineers." The Project Engineer shall be*

Whitney A. Bouchard, P.E.

** Resume clearly describing the candidate's qualifications for the assignment is appended for convenience of reference.*

Any proposed change in identity of the Project Engineer on the PROJECT shall first be approved by the DIVISION before transfer of responsibility is made. Failure of the Project Engineer to administer the PROJECT to the satisfaction of the OWNER and/or DIVISION is deemed sufficient basis for their removal and replacement.

The Project Manager and additional team members as needed or required in the scope of work, will attend meetings with the OWNER's staff.

- B. ~~The ENGINEER agrees to be solely responsible for all bills or claims for payment for services rendered by others and for all services and materials employed in their work, and to indemnify and save harmless the OWNER, and all the OWNER'S officers, agents and employees against all suits, claims or liability of every name and nature arising out of or in consequence of the negligent acts or failures to act of the ENGINEER or others employed by them in the performance of the work covered by this AGREEMENT.~~

ENGINEER will indemnify and hold harmless the Town from any and all losses, claims, costs, expenses, actions, causes of action, damages and obligations but only to the extent caused solely by negligent acts or omissions and/or any violations of applicable law or regulations by ENGINEER, its officers, employees, agents, applicants or

ENGINEERING CONSTRUCTION PHASE CONTRACT

Page 5 of 8

beneficiaries in the performance of the ENGINEER'S services under this ~~AGREEMENT~~ Contract Amendment. This provision shall not apply to any claims or losses resulting from an inappropriate use of any data or materials produced by the Design Consultant pursuant to this ~~AGREEMENT~~ Contract Amendment.

- C. The ENGINEER further agrees to procure and maintain at their expense such workmen's compensation insurance as is required by the statutes and public liability insurance in amounts adequate to provide reasonable protection from claims for bodily injury, death or property damage which may arise from their performance and the performance of their employees under this ~~AGREEMENT~~ Contract Amendment.
- D. All documents, including original drawings, design calculations, work sheets, field notes, estimates, and other data shall remain the property of the OWNER; they shall be transmitted to the OWNER in clean and orderly condition on demand by the OWNER; however, these may be left in the possession of the ENGINEER at the OWNER'S discretion.
- E. The ENGINEER shall not sublet, assign or transfer any part of the ENGINEER's services or obligations (except special services) under this ~~AGREEMENT~~ Contract Amendment without the prior approval and written consent of the OWNER, and the contract shall be binding upon and inure to the benefit of the parties, their successors and assigns. *The RPR designated under this Contract Amendment is subcontracted by CMA Engineers, Inc.*
- F. It is further agreed that before any construction is undertaken the ENGINEER will assist the OWNER or their authorized agent in providing the DIVISION with clear documentation certifying that the purchases of land have been secured to provide for location of the treatment works and other associated structures and equipment as shown on the construction plans or described in the specifications. Similar documentation shall be submitted on approvals from the State Highway Department regarding location of the treatment works and other project related facilities within rights-of-way and other lands under its jurisdiction.
- G. The ENGINEER also agrees to provide ~~in active residence and~~ full time control presence at the site ~~of~~ during the proposed construction a DIVISION approved ~~registered civil engineer and DIVISION approved inspectors (full time, part time)~~ RPR as needed with the experience and other approved background to assist the ENGINEER in the work of General Administration and to ~~assure~~ evaluate the contractor's conformance with the plans and specifications and any approved coincident or subsequent changes or change orders related to the PROJECT. The ~~resident registered engineer~~ RPR for the life of this contract shall be

John McCarthy

(Name and Address)

(Append resume describing Candidate's qualifications)

Any Proposed change in the identity of the ~~resident engineer~~ RPR on this PROJECT must first be approved by the DIVISION before transfer of responsibility is made. Additionally, if it is found by the DIVISION that a ~~resident engineer (or inspector)~~ RPR cannot or will not administer the PROJECT in a manner satisfactory to the DIVISION, the ENGINEER agrees to replace them promptly upon receipt of a written request from the DIVISION with a qualified ~~resident engineer~~ RPR who will acceptably administer the PROJECT. It is further agreed that failure of the ENGINEER to abide by the above covenant is sufficient cause for removal from the DIVISION'S Roster of Prequalified Engineers.

ENGINEERING CONSTRUCTION PHASE CONTRACT

V. TERMINATION

~~A. The OWNER shall have the right at any time for any reason whatsoever to interrupt or terminate the work required of the ENGINEER under this AGREEMENT, with a seven (7) day written notice of such interruption or termination transmitted to the ENGINEER by the OWNER. In the event of termination of this AGREEMENT, without fault on the part of the ENGINEER, the ENGINEER shall be entitled to compensation as determined by the DIVISION for all work performed to the satisfaction of the DIVISION and the OWNER, and pursuant to this AGREEMENT. In order that the ENGINEER shall receive payment under termination notice, all plans, drawings, tracings, field notes, estimates, specifications, proposals, sketches, diagrams, and calculations, together with all other materials and data prepared in connection with the PROJECT shall be transmitted to the OWNER in a form acceptable to the OWNER and DIVISION.~~

A. *Termination: The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, CMA Engineers will be paid for all services rendered to the date of termination and all Reimbursable Expenses.*

IN WITNESS WHEREOF, the parties hereto have affixed their hand and seals at Rockingham County, New Hampshire, the day, month, and year first above written.

ENGINEER:

Philip A. Corbett, P.E.

By: *Philip A. Corbett*
(Authorized Representative¹)

Date: May 13, 2026

OWNER:

By: _____
(Authorized Representative²)

Date: _____

APPROVED:²

DEPARTMENT OF ENVIRONMENTAL SERVICES: Water Division

By: _____
(Authorized Representative²)

Date: _____

¹ Signatures should be supported by appropriate document.

² It is agreed that as an act in furtherance of its statutory authority to approve engineering agreements for treatment works, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the Division.

ENGINEERING CONSTRUCTION PHASE CONTRACT

Approved as to form:

Town Counsel

At a meeting of the Partners/Directors of _____, held on _____, at which all the Partners/Directors were present, except _____, it was
VOTES: That all contracts may be signed by any one of the following: _____

A true copy

Attest: _____

Place of Business: _____

Date of this Contract: _____

I hereby certify that I am the Clerk of _____, that _____ is the duly elected _____, and that the above vote has not been amended or rescinded and remains in full force and effect as of this date.

Clerk _____

CMA Engineers, Inc.

**Certificate of Vote
And
Certificate of Authority**

I, Paul D. Schmidt, hereby certify that I am the duly elected President of CMA Engineers, Inc.

I hereby certify the following is a true copy of a vote taken and authorization approved at a meeting of the Board of Directors of the Corporation, duly called and held April 4, 2022, at which a quorum of the Board was present and voting.

VOTED:

That the Senior Vice President and Chief Operating Officer of the corporation, Philip A. Corbett, is authorized to enter into contractual agreements on behalf of the Corporation.

I hereby Certify that said vote and authorization have not been amended or repealed and remain in full force and effect as of May 13, 2026, and that Philip A. Corbett is authorized to execute contract agreements for this Corporation.

Attest:



Date: May 13, 2026

Paul D. Schmidt

President, CMA Engineers

Contract Amendment

Surface Water Treatment Plant Engineering Design Services



EXETER PUBLIC WORKS DEPARTMENT

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

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

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Paul Cohen, Town Manager

DATE: May 28, 2025

RE: Contract Amendment - Surface Water Treatment Plant Engineering Design Services

SUGGESTED MOTION: Motion to approve contract Amendment No. 1 with AECOM in the amount of \$174,868 for additional professional engineering services associated with the Surface Water Treatment Plant project, and to further authorize the Town Manager or their designee to sign the contract amendment documents.

On March 3, 2025, the Select Board approved a contract with AECOM in the amount of \$325,000 for preliminary engineering services associated with upgrades to, or replacement of, the Town's existing Surface Water Treatment Plant (SWTP). The initial scope of work included Tasks 1 and 2, consisting of an analysis and assessment of existing conditions and a pilot testing program to evaluate potential treatment technologies.

Task 1 has since been substantially completed, including development of Technical Memorandum No. 1 and Workshop No. 1, which evaluated existing infrastructure conditions, water demand projections, source water safe yield, and potential treatment and siting considerations. Amendment No. 1 provides for additional professional engineering, permitting, and conceptual design services necessary to continue advancement of the SWTP project beyond the scope of the original Task Order.

The proposed amendment includes:

- Revisions to the pilot testing program based on findings from Task 1 and updated source water quality analysis.
- Additional coordination with the New Hampshire Department of Environmental Services (NHDES) regarding permitting requirements for continued surface water withdrawals from the Exeter Reservoir and Exeter River.
- Evaluation and conceptual planning associated with potential siting of a new SWTP facility.
- Preparation of Drinking Water State Revolving Fund (DWSRF) application materials for future project funding.

- Site visits and technical evaluations related to treatment technologies and source water infrastructure.

The amendment also revises the budget for Task 2, Pilot Testing, increasing the cost from the originally estimated \$250,000 to \$289,760. The revised scope reflects additional piloting requirements identified following review of water quality data and confirmation of the treatment processes to be evaluated. A copy of the proposed amendment is attached for your review.

The proposed amendment amount is \$174,868, which would increase the total contract authorization from \$325,000 to \$499,868. Funding for this project was authorized by voters at the 2024 Annual Town Meeting under Article 7 and includes a \$500,000 Drinking Water State Revolving Fund (DWSRF) loan.

TOWN OF EXETER, NEW HAMPSHIRE
PUBLIC WORKS DEPARTMENT
SCOPE OF SERVICES
FOR
SURFACE WATER TREATMENT PLANT PROFESSIONAL ENGINEERING SERVICES
DPW 2024-09
AMENDMENT 1 to TASK ORDER NO. 1
April 27, 2026

Task Order Objective

The objective of Task Order 1 was to conduct an analysis and assessment of existing conditions which focused on data analysis, infrastructure assessment, and siting and sizing of new treatment facilities. This included an analysis of the sustainable yield of the Exeter River and Exeter Reservoir to inform an appropriately sized WTP for the Town's water demands based on the estimated yield of the surface water sources. Task Order 1 includes a water quality piloting program to evaluate treatment options.

This Amendment provides for additional professional engineering permitting and design services associated with conceptual design of new water treatment facilities beyond the scope of work of the original Task Order 1.

Project Understanding

The Town of Exeter owns and operates two water supply systems, which include the Lary Lane Groundwater Treatment Plant (GWTP) and the Portsmouth Avenue Surface Water Treatment Plant (SWTP). The SWTP is served by the Exeter River Pump Station, the Exeter Reservoir, and Skinner Springs. While the GWTP is relatively new, the SWTP is over 125 years old. Despite interim improvement over the years, the existing SWTP has far exceeded its service life. In 2003, a plan was put forth to replace the SWTP, however, the community did not approve the funding request for construction of a new SWTP.

Over the last 20 years, the Town has invested in development of groundwater wells and treatment systems and has made interim improvements to the SWTP aimed at maintaining efficiency and reducing disinfection by-products. Through the Integrated Management Plan, the Town has proactively addressed future demands as well. Underwood Engineers (UE), AECOM's partner on this Task Order, has shown that approximately 60 to 70 percent of the total water demands have been met with the Town's surface water supplies, and these supplies will continue to play a major role going forward. This will require reliable and robust surface water conveyance and treatment systems, capable of long-term service, in

consideration of other external factors aside from demands including the removal of the Great Dam and the effects of climate change.

This project will support the Town's Integrated Management Plan through strengthening the resiliency of the surface water supplies.

Project Goals

The Town's goals for this project are to take a fresh look and evaluate the following through a systematic planning and preliminary design effort:

- Verification of system demands and existing sources safe yield
- Assessment and reliability of existing infrastructure
- New plant siting
- Required plant capacity
- Appropriate treatment process
- Refine project costs and funding needs

The AECOM/Underwood Engineers (UE) team will achieve these goals by first establishing the clear vision for the SWTP project, which we will then use to create the systematic plan. We have developed a preliminary 5-step project approach to meet the project objectives. Workshops and submittals at key milestones will allow the Town and the AECOM/UE team to collaborate on critical decisions, so that by the time Basis of Design stage begins, the approach will have full support from the project stakeholders.

Task Order 1 Scope of Work

Task Order 1 was executed on April 17, 2025 and included Tasks 1 and 2, as described below. Revisions are proposed to Task 2 as noted.

Tasks 3 through 10 are proposed as part of this Amendment 1.

TASK 1 – ANALYSIS AND ASSESSMENT (Original Task Order 1)

Task 1 focused on data analysis, infrastructure assessment, and site and was completed with the delivery of a Technical Memorandum No. 1, transmitted to the Town on August 21, 2025, and Workshop No. 1, held on September 11, 2025.

TASK 2 – PILOT TESTING PROGRAM (Original Task Order 1, Budget and Schedule revised as part of Amendment 1)

Task 2 will focus on pilot testing of the existing surface water sources. As noted in the original Task Order, AECOM indicated that the proposed scope and budget for Task 2 would be reviewed and confirmed with Blueleaf after water quality data review and confirmation of piloting processes conducted under Task 1.

Water quality data suggests that source use may be more critical to the pilot results than the seasonal impacts. Historical data indicates that the sources experience the highest manganese and turbidity in June, and the manganese does not appear to be seasonal. The data also indicates that the sources are challenged with the highest iron and color levels in July and August. To pilot these conditions, we are suggesting that the first session of piloting analysis be started in late June through July 2026, followed by the second session of piloting analysis in late fall/early winter 2026. The piloting analysis will also consider what treatment is recommended for the town relative to their disinfection process, considering the current chloramine process or returning to free chlorine.

Blueleaf is available to mobilize for the first piloting session during the week of June 15, 2026, with piloting trials starting for the first during the week of June 22, 2026.

After visiting the facilities and confirming piloting processes, AECOM recommends that the fee for Task 2 increase from \$250,000 to \$289,760, which includes both Blueleaf's subcontract with AECOM and level of effort of AECOM and UE. The additional funds required for Task 2 are included in this Amendment 1. Blueleaf's proposal for this piloting study, dated March 11, 2026, is provided in Attachment 1.

TASK 3 – CONDUCT SITE VISIT TO SKINNER SPRINGS (Task Order 1, Amendment 1)

- 3.1 Conduct site visit to Skinner Springs water source, currently in use by the Town and treated at the Exeter SWTP. Review available data and drawings and obtain photographs of existing conditions for use in permitting discussions with NHDES to be conducted under Task 4. It is understood that access to the area needs to be cleared of existing vegetation by others prior to visiting the site.

UE will retain Emery and Garret Groundwater Investigations, a division of GZA (EGGI/GZA) as the Town's hydrogeologist to also attend the site visit and provide input on preliminary investigations.

TASK 4 – IDENTIFY LOCAL AND STATE ENVIRONMENTAL PERMITS REQUIRED FOR SURFACE WATER WITHDRAWALS FROM THE EXETER RESERVOIR AND EXETER RIVER AS A RESULT OF WITHDRAWAL RELOCATION OR MODIFICATIONS TO THE EXISTING INFRASTRUCTURE (Task Order 1, Amendment 1)

- 4.1 Continue discussions with NHDES relative to determining the permit applications required for water withdrawal from the Exeter Reservoir and Exeter River to a new SWTP, and level of engineering effort associated with the development of permit applications and submittal of permit applications to secure continued use of surface water from the Exeter Reservoir and the Exeter River, as discussed in NHDES's email dated July 30, 2025, provided in Attachment 2.

Current information from NHDES indicates that instream flow requirements will be considered in the future for the Exeter River, however, NHDES indicates that a study of the Exeter River, although a priority, is several years into the future. They did indicate that they may be able to provide an “interim flow” that could serve as the basis for permitting of the withdrawals requested by Exeter.

Should the current intake on the Exeter Reservoir require either new infrastructure or relocation to another area of the reservoir closer to the potential location of a new SWTP, it is anticipated that NHDES will require new permits for this change.

Prior to scheduling future meetings with NHDES, AECOM/UE will prepare a matrix that illustrates possible surface and groundwater withdrawal volumes to meet the projected future water demands, determined during Task 1. The matrix will consider the currently available groundwater supply, as previously determined by UE; future demand projections; and an estimate of how much additional water is needed by the surface water sources to meet the future needs of Exeter. A flowchart with potential options on how to address a supply deficit will be prepared.

AECOM/UE will arrange up to three virtual meetings with NHDES to discuss the permitting process for the new SWTP. UE will retain EGGI/GZA to also attend up to three virtual meetings. With NHDES. The goal of the meetings with NHDES will include the following:

- a. Brief NHDES on the status of the proposed SWTP project
- b. Brief NHDES on the results of the safe yield analysis conducted by AECOM/UE for the Exeter River and Exeter Reservoir
- c. Conduct discussion and provide initial responses to NHDES to the questions posed in their July 30, 2025 email
- d. Consider potential impacts of future instream flow studies that may be conducted by NHDES
- e. Request identification and direction from NHDES on state and federal permit applications that would need to be secured for surface water withdrawals from the Exeter River and Exeter Reservoir for continued use of these surface water sources, including if the water withdrawal location was changed based on a potential new location for the SWTP

AECOM/UE will prepare agendas prior to the meetings and distribute minutes after the meetings.

- 4.2 Prepare Technical Memorandum that summarizes discussions with NHDES, including the direction for future studies, if any as suggested by NHDES, and anticipated permit applications; suggested level of effort for the preparation of permit applications; and the proposed schedule for submitting permit applications, including review time required by NHDES prior to determination or issuance of permit.

TASK 5 – ADDITIONAL INVESTIGATORY ASSISTANCE RELATIVE TO SECURING SITE OF FUTURE SURFACE WATER TREATMENT PLANT (Task Order 1, Amendment 1)

- 5.1 Assist the Town related to securing the Sportsman's Club site, owned by the Town, for a future Exeter SWTP. Participate in up to three meetings with Town officials to discuss the proposed SWTP site. Survey services, including boundary surveys, are not included in this scope of work.
- 5.2 Review proposed site requirements for new surface water treatment facilities, including intake, treatment building, and residuals handling facilities.
- 5.3 Conduct site walk with Town officials.
- 5.4 Identify site constraints, including physical constraints such as soils and wetlands, based on available information. Subsurface investigations and wetlands survey are not included in this scope of work.
- 5.5 Identify state and local approvals and environmental permits anticipated based on the conceptual site plan and site constraints. Permit applications associated with site approval are not included in this scope of work.
- 5.6 Prepare a conceptual site layout plan with building footprint. Conceptual layout will consider building placement, driveway access, turning requirements for deliveries, loading area(s), residuals facilities, and stormwater control management area(s). The plan will also consider conceptual utility connections including water, sewer, electric power, internet, and gas, as applicable. The plan will be created using available mapping.

TASK 6 – SCHEDULE AND ATTEND SITE VISIT TO NEW ENGLAND BASED SURFACE WATER DISSOLVED AIR FLOTATION WATER TREATMENT PLANT (Task Order 1, Amendment 1)

- 6.1 Schedule and attend site visit to New England based Dissolved Air Flotation (DAF) Water Treatment Plant (WTP). Plants under consideration for this visit are either the Dilla Street WTP in Milford, Massachusetts (construction completed in 2014; size = 5 MGD; owned by Town of Milford) or the Rockville, Connecticut WTP located in Rockville, CT (construction completed in 2019; size = 9 MGD; owned by Connecticut Water Company).

AECOM provided engineering design, construction administration, and resident inspection services for both WTPs. Visit will be attended by Town employees, and AECOM and UE staff, and will be scheduled at the convenience of Exeter to maximize attendance.

TASK 7 – PREPARE DWSRF APPLICATION FORMS FOR FUNDING ASSOCIATED WITH NEW WATER TREATMENT FACILITIES (Task Order 1, Amendment 1)

- 7.1 In conjunction with the Town and NH DES, prepare DWSRF applications for funding associated with new water treatment facilities, based on the offer letter from NHDES dated August 27, 2025. It is understood that the NHDES deadline to submit DWSRF applications is May 1, 2026.

UE will assist with drafting monthly disbursement requests. Up to 24 months of disbursement requests are assumed. No construction phase funding assistance is included at this time, such as certified payrolls, AIS, or BABA review.

TASK 8 – PREPARE CONCEPTUAL DESIGN OPTIONS AND BASIS OF DESIGN REPORT AND FOR NEW SWTP (To be included in a future amendment)

- 8.1 Based on information gained from Task 2, Pilot Testing, develop three (3) potential plant layout and site configurations drawn to scale and in plan view, overlaid on the selected site as identified in Task 5. These will be forwarded to the Town for review,
- 8.2 AECOM and UE will prepare for and attend a (4) hour workshop with the Town to summarize the sizing of the new SWTP based on pilot test results, and to get feedback on site configuration options developed in Task 8.1. After the workshop, AECOM will distribute a meeting summary memo.
- 8.3 Using the preferred site as identified in Task 8.2, prepare DRAFT Basis of Design Report (BODR) for new SWTP. The BODR will include treatment process design criteria as well as design criteria from engineering disciplines (civil, structural, architectural, building mechanical, electrical, and I&C). The BODR will address permitting and scheduling and will present an ASTM E2516 Class 4 cost estimate. A list of specifications will be included, and concept level drawings will include a civil site plan, a block process flow diagram, an architectural elevation, hydraulic profile, and a single line electrical diagram. The DRAFT will be submitted to the Town for review.
- 8.4 Prepare FINAL BODR. Review comments received from Town, revise BODR, and submit FINAL.

TASK 9 – TOWN SELECTMEN AND PUBLIC OUTREACH (To be included in a future amendment)

- 9.1 Assist the Town in preparing for one (1) meeting with the Town Selectmen and one (1) meeting with public to present a status update on the SWTP.
- 9.2 Prepare either PowerPoint presentation and/or handouts for up to two (2) meetings.
- 9.3 Prepare for and attend two (2) meetings.

TASK 10 – PROJECT ADMINISTRATION

- 10.1 Provide overall project administration and management tasks, including subconsultant and subcontractor management, internal personnel management, project specific Health & Safety Plans (HASP), invoicing, and incidental tasks necessary to administer the Task Order. Prepare monthly status reports and invoices and submit to the Town.

Proposed Schedule

The following schedule is proposed for Tasks 1 through 10.

Table 1. Proposed Task Schedule

Task	Description	Date
Notice to Proceed		Week of April 7, 2025
Task 1 – Analysis and Assessment		
1	Project Kickoff Meeting	Week of April 14, 2025
1	Initial Assessment	April 2025 – August 2025
1	DRAFT Technical Memorandum No. 1	Submitted August 11, 2025
1	Workshop No. 1	Held September 11, 2025
1	FINAL Technical Memorandum No. 1	Within one week of receipt of Town's comments
Task 2 – Surface Water Pilot Study		
2	Surface Water Pilot Study Protocol	June 2026
2	Pilot Season No. 1	June/July 2026
2	Interim First Season Piloting Results Technical Memorandum	Within three weeks of receipt of piloting laboratory data (anticipated late August 2026)
2	Pilot Season No. 2	November/December 2026
2	Pilot Study Final Report and Process Design Criteria Report	Within four weeks of receipt of piloting laboratory data (anticipated January 2027)
2	Workshop No. 2 – Final Process Selection	Within two weeks of submittal of Pilot Study Final Report and Process Design Criteria Report (anticipated February 2027)

Task 3 – Site Visit to Skinner Springs		
3	Site Visit	Within 2 weeks of NTP
Task 4 – Identify Local and State Environmental Permits Required for Surface Water Withdrawals From the Exeter Reservoir and Exeter River As a Result of Withdrawal Relocation or Modifications to the Existing Infrastructure		
4	Meetings with NHDES and Summary Memos	To be scheduled within 2 weeks of NTP
Task 5 – Provide Additional Investigatory Assistance Relative to Securing Sportsman’s Club Site for Future SWTP		
5	Investigatory Assistance	Ongoing
Task 6 – Schedule and Attend Site Visit to New England Based Surface Water DAF WTP		
6	Site visit to be schedule at Town’s convenience	
Task 7 – Prepare DWSRF Application Forms for Funding Associated with New Water Treatment Facilities		
7	Prepare and Submit DWSRF Forms	
Task 8 – Prepare Basis of Design Report and Conceptual Design Options for New SWTP		
8	Basis of Design Report	Future Task
8	Conceptual Design Options	Future Task
Task 9 – Town Selectmen and Public Outreach		
9	Stakeholder Engagement	Future Task
Task 10 – Project Administration		
10	Project Administration	Ongoing

Proposed Budget

Funding required for the services provided under Amendment No. 1 is \$174,868. Refer to Table 2 for current funding status for this Amendment 1.

Task 1 - \$75,000

Task 2 - \$289,760

Task 3 - \$25,780

Task 4 - \$57,550

Task 5 - \$30,098

Task 6 - \$7,900

Task 7 - \$10,836

Task 8 – Future task; No fee provided at this time.

Task 9 – Future task; No fee provided at this time.

Task 10 - \$2,944

Table 2. Funding Status

Original Agreement Funding	\$ 325,000
Amendment 1	\$174,868
Revised Agreement Funding	\$ 499,868

Assumptions

1. The piloting schedule and fee is based on the piloting proposal submitted by Blueleaf, dated March 11, 2026, provided in Attachment 1.
2. AECOM is of the understanding that UE may be conducting a separate and concurrent study for the Town to assess the feasibility of potential interconnections to other public water supply systems. It is understood that this interconnection study will be conducted in parallel to work proposed within this Task Order amendment. The recommendations and conclusions of the interconnection study will help to inform the source availability conducted in Task 3, but it is understood that the Town is not anticipating to relinquish their existing surface water sources.

Should it be determined that finished water is available from another public water supplier that is willing to sell finished water to the Town, AECOM recommends a review of corrosion and pH indices to assess any water chemistry changes or other vulnerabilities that should be addressed prior to accepting water into Exeter's water distribution system.

3. Survey, geotechnical services, and preparation of permitting applications are not included in this scope of work.

Amendment No. 1 to Task Order No. 1, 04/27/2026



Town of Exeter, New Hampshire
Date

AECOM Technical Services, Inc.

CLIENT: Town of Exeter, NH

Rhonda Pogodzienski

Signature

Signature

Rhonda Pogodzienski

Printed Name

Printed Name

Vice President

Printed Title

Printed Title

April 27, 2026

Date

Date

Address

Address

AECOM
250 Apollo Drive
Chelmsford, MA 01824

(End of page)

Exeter Public Works
13 Newfields Road
Exeter, NH 03833



Town of Exeter, NH
Task Order 1, Amendment 1
April 27, 2026

**ATTACHMENT 1
BLUELEAF PILOTING PROPOSAL
MARCH 11, 2026**

Blueleaf Incorporated

PILOT TESTING FOR WATER AND WASTEWATER TREATMENT

57 DRESSER HILL ROAD
CHARLTON, MA 01507
(508) 248-7094 OFFICE
(508) 248-1650 FAX

March 11, 2026

Bryan Sadowski, P.E., Project Engineer, Water
AECOM Environment
250 Apollo Dr.
Chelmsford, MA 01824
via email to bryan.sadowski@aecom.com

Re: Proposal for Pilot Services at the Exeter Water Treatment Plant, Exeter NH

Bryan:

Thank you for the opportunity to present the enclosed proposal for piloting surface water processes at the existing water treatment plant in Exeter NH.

Pilot testing will evaluate and compare the performance of the DAF clarification process and the effectiveness of granular media filtration. The goals of the study are to determine the ability of the processes to remove dissolved contaminants from the raw water source and to determine allowable filter loading rates, appropriate chemical feed rates, maximum run times, finished water quality, backwash water characterization and other information necessary for the design and permitting of the full-scale treatment system.

The scope of work is based on the protocol prepared by AECOM dated 11/12/2025 and discussed by email on 1/28/2026 and 1/30/2026. Proposed tasks are as follows:

Task 1.01: Mobilize, Connect Raw Water to Pilot

Blueleaf will connect to the raw water at the full-scale facility to feed the pilot systems. Blueleaf will install Schedule 40 PVC pipe from the basin immediately upstream of the rapid mixing basin identified by AECOM and the Owner. Blueleaf to install a pump to move raw water from the pre-oxidation tank to the pilot flocculation system.

Task 1.02: Mobilize - Connect effluents to permitted residuals drain

Blueleaf will connect the discharge of the untreated water, treated, and residuals water from the pilot processes using Schedule 40 PVC from the pilot system to the adjacent full-scale lagoon.

Task 1.03: Mobilize and stock - Field Laboratory

Blueleaf will provide a mobile laboratory to complete the proposed field analyses. All analytical equipment will be contained in an enclosed cargo style trailer, to be located adjacent to the pilot equipment.

Task 1.04: Mobilize - Blueleaf DAF Equipment, Shipping, Block&Level

Blueleaf to coordinate the delivery of the Blueleaf DAF pilot system, unload the equipment, block and level all equipment and connect the DAF process equipment as required. The off-site mobilization and shipping is included in this item.

Task 1.05: Mobilize – Pre Oxidation Tank

Blueleaf to provide additional space in the flocculation tank to provide additional detention time for the DAF System. The size of the detention tank will be resolved after consultation with AECOM on the detention time required.

Task 1.06: Mobilize - Chemical Feed Systems

Blueleaf will provide chemical feed systems for pH addition, coagulant addition and KMnO₄ addition. Chemical feed systems will include day tanks, calibration columns, chemical metering pumps, and appurtenant tubing and controls as required.

Task 1.07: Mobilize - Gravity Media Filters with Instrumentation

Blueleaf will fabricate and install a pilot scale filter and control system with pumps, flowmeters, modulating valves and instrumentation necessary to monitor headloss, turbidity, and flowrate.

Task 1.08: Mobilize - Appurtenances and Connections

Blueleaf will provide piping, fittings, pumps, hoses, tanks, piping, instrumentation and labor to install a fully-functional pilot system.

Task 1.09: Mobilize - Electrical (ALLOWANCE)

Blueleaf will procure the services of a licensed electrical subcontractor to provide electrical connections required for the DAF pilot equipment and for 12 standard 110V/15A requirements of on-site field needs. Owner to connect the mobile laboratory to a 120V, 15 Amp electrical supply on site. This task is included as an allowance since the Subcontractor has not yet been selected.

Task 1.10: Mobilize - Enclosure and Winter Protection

If required, Blueleaf will supply and install a temporary enclosure to protect the pilot equipment from the weather. Enclosure shall include overhead door, insulation, heat and lights and equipment not inside the enclosure. This item is not currently included in the budget.

Tasks 2.01 through 2.04: Rental and Maintenance

Blueleaf to pay monthly rental costs for rented equipment and maintain all Blueleaf-owned equipment.

Task 3.01: Partial Demo and Seasonal Rental

Blueleaf plans to remove some equipment from site for use at other sites during the period when the pilot study is suspended but will leave major components onsite for use during the Fall pilot season. Blueleaf to restore equipment to working condition prior to Fall season.

Task 3.02: Partial Demo and Seasonal Rental

Blueleaf to restore equipment to working condition prior to Fall season.

Task 4.01 through 4.06: Daily Operation, Weekdays

Blueleaf to operate Processes 5 days per week, no weekend coverage as follows:

- a) Provide operational oversight and monitoring of the pilot test as needed to maintain operation of all pilot equipment. Coordinate with Vendor's representatives.
- b) Manually transfer data from Vendor PLC to flash drive and email to Vendor daily.
- c) Monitor necessary parameters daily. Prepare log sheets for collecting and recording operational data.
- d) Mix chemical stock solutions as needed from stock chemicals. Set chemical feed pump rate to provide chemical concentrations prescribed by Engineer or Vendor. Check dose and calibration of pumps regularly. Purchase treatment chemicals as necessary for the pilot effort.
- e) Interface with Vendors for cleaning and/or backwash requirements at end of study.
- f) Adjust flow rate, DAF recycle, air saturation, ballast sand, chemical dose, bleed rate or other parameters as needed.
- g) Perform troubleshooting of all mechanical equipment as needed.
- h) Perform all minor repairs such as small leak repair, chemical feed pump priming and recalibration and cleaning of on line meters.
- i) Provide weekly report to Engineer with data collected and observations.
- j) Perform field testing as required by Protocol. All buffer solutions, reagent and miscellaneous supplies for field analyses will be supplied by Blueleaf, Inc. Field samples are to be collected and analyzed in accordance with generally-accepted field methods. The frequency of the field samples will be determined by field conditions.
- k) Collect all raw and computer data and backup daily. Maintain copy of all data off site.
- l) Maintain all rental equipment in working condition.
- m) Provide Engineer with copy of all raw data (computer files and data collection sheets) on a weekly basis.

Task 5.01: Process Chemicals purchase and disposal (ALLOWANCE)

Blueleaf will coordinate with the chemical supplier to provide chemicals for use in the pilot study. Chemicals to be billed at cost. Chemicals that remain unused will be left on site or will be disposed of at cost.

Task 6.01: Demobilize

Blueleaf will remove all pilot equipment from the site. Repairs to landscaping from placement of pilot equipment is not included.

Task 7.01: Pilot Report

Blueleaf will prepare an interim report at the end of each season. The pilot study reports for the study are to include the following sections:

- Executive Summary, Table of Contents, List of Tables, List of Figures, Introduction, Background (source water quality, treatment alternatives, finished water quality goals)
- Methods (experimental approach, description of test equipment, analytical methods, daily log of pilot operations)
- Results and Discussion (source water testing, summary of operational trials, chemical feed rates, chlorine demands, performance of treatment processes, backwash water quality, filter pressure losses and filter run time)
- Conclusions
- Appendices (field data sheets, laboratory results, statistical analyses)

Task 8.01 through 8.16: Field Analyses

Field Analyses – Blueleaf will complete field and laboratory analyses in accordance with the protocol.

Tasks 9.00 through 12.16: Laboratory Analyses

Blueleaf to coordinate laboratory samples including provide and label laboratory bottles, sample collection, sample delivery, and laboratory analysis fees, and will include laboratory data in subsequent reports for samples required in the approved protocol.

Task 13: Contingency

The contingency is added to the budget to cover the cost for additional days or analyses authorized by Exeter or AECOM.

Terms and Costs

1. An estimate for the project is shown on the attached “Budget and Draft AIA Schedule of Values”.
2. Miscellaneous expenses for items not included in the Scope of Work will be invoiced at cost + 15%.
3. Note that estimated durations included in the Schedule of Values do not imply a not-to-exceed value. The estimate has been proposed without an approved pilot protocol, and the quantities may change to reflect actual project requirements.
4. Insurance Coverage will be provided in accordance with the attached Certificate of Insurance.
5. Payment Terms are 100% Net 30 Days. Pay-when-paid terms may be acceptable if the billing schedule from Blueleaf to Engineer and Engineer to the Owner is detailed, the Engineer agrees to share the billing and payment status with Blueleaf and the Owner has received funding and authorization to distribute payment.
6. Exclusive of any Federal, State, Manufacturer’s Use Tax or any other taxes which may be applicable, and contingent upon receipt of appropriate tax exempt form.
7. Exclusive of any permits required, including MassDEP BRP WS 21, discharge permit, building permit.
8. Exclusive of any bonds.

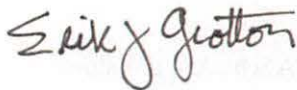
9. Proposal is valid for ninety (90) days.
10. Schedule provided in the "Budget and Draft AIA Schedule of Values" is one possible schedule that is available at the time this proposal is prepared. The actual study schedule will require acceptance of this proposal, completion of the testing plan or protocol and completion of the Subcontract Agreement.
11. Work to be performed during normal business hours (7:00 AM to 3:30 PM) Monday to Friday.
12. Labor to provide or prepare additional information for the project, such as Engineer Subcontractor Qualifications or site-specific safety plans will be invoiced at \$135 per hour

Limitations

The pilot study protocol, field work, and report are to be prepared for the purpose of evaluating surface water treatment processes included in the work. The findings provided in the Final Pilot Report are to be based solely on the information contained and referenced therein, and Blueleaf, Inc. will make every effort to provide a fair representation of treatment performance. Additional quantitative information regarding the raw water, or other treatment goals and concerns that are not available at the time the pilot study is to be conducted may result in modification of the stated findings. Short duration bench and pilot scale studies do not identify some issues arising from long-term changes to raw water quality, predict long-term performance of the treatment processes tested, or media capacity of adsorptive processes (such as GAC adsorption of PFAS contaminants).

Thank you for this opportunity. Feel free to call me at any time to discuss this proposal.

Sincerely,



Erik J. Grotton, P.E., President
Blueleaf, Inc.
57 Dresser Hill Road
Charlton, MA 01507-5137
egrotton@blueleafwater.com
Office: (508) 248-7094
Mobile: (508) 294-3714

Schedule of Values
Pilot Study at Exeter NH

Budget
March 11, 2026

A	B	C	D	E	F	G	H	I	J	K	L	M	N
		SCHEDULED BUDGET				FROM PREVIOUS APPLICATION (H+J)		THIS PERIOD		TOTAL COMPLETED TO DATE		REMAINING	
ITEM NO.	DESCRIPTION OF WORK	QTY	UM	UNIT COST	SCHEDULED VALUE	QTY	VALUE	QTY	VALUE	QTY	VALUE	QTY	BALANCE TO FINISH (C-G)
1.01	Mobilize - Connect Raw Water to Pilot	1	LS	\$ 1,500.00	\$ 1,500.00				\$ -	0	\$ -	1	\$ 1,500.00
1.02	Mobilize - Connect effluents to permitted residuals drain	1	LS	\$ 2,000.00	\$ 2,000.00				\$ -	0	\$ -	1	\$ 2,000.00
1.03	Mobilize and stock - Field Laboratory	1	LS	\$ 18,500.00	\$ 18,500.00				\$ -	0	\$ -	1	\$ 18,500.00
1.04	Mobilize - BUI DAF Equipment, Shipping, Block&Level	1	LS	\$ 14,500.00	\$ 14,500.00				\$ -	0	\$ -	1	\$ 14,500.00
1.05	Mobilize - Pre Oxidation Tank	1	LS	\$ 1,300.00	\$ 1,300.00				\$ -	0	\$ -	1	\$ 1,300.00
1.06	Mobilize - Chemical Feed System	3	LS	\$ 3,250.00	\$ 9,750.00				\$ -	0	\$ -	3	\$ 9,750.00
1.07	Mobilize - Gravity Media Filter with Instrumentation	4	LS	\$ 6,520.00	\$ 26,080.00				\$ -	0	\$ -	4	\$ 26,080.00
1.08	Mobilize - Appurtenances and Connections	1	LS	\$ 6,500.00	\$ 6,500.00				\$ -	0	\$ -	1	\$ 6,500.00
1.09	Mobilize - Electrical (ALLOWANCE)	1	LS	\$ 5,000.00	\$ 5,000.00				\$ -	0	\$ -	1	\$ 5,000.00
1.10	Winter Protection	0	EA	\$ 4,500.00	\$ -				\$ -	0	\$ -	0	\$ -
2.01	Rental and Maintenance - DAF , Shipping, Block&Level	40	DAYS	\$ 100.00	\$ 4,000.00				\$ -	0	\$ -	40	\$ 4,000.00
2.02	Rental and Maintenance - (4) Chemical Feed Systems	40	DAYS	\$ 120.00	\$ 4,800.00				\$ -	0	\$ -	40	\$ 4,800.00
2.03	Rental and Maintenance - Appurtenances and Connections	40	DAYS	\$ 75.00	\$ 3,000.00				\$ -	0	\$ -	40	\$ 3,000.00
2.04	Rental and Maintenance - Gravity Media Filters with Instrumentation	40	DAYS	\$ 30.00	\$ 1,200.00				\$ -	0	\$ -	40	\$ 1,200.00
3.01	Partial Demobilization, or Seasonal Rental	1	EA	\$ 3,500.00	\$ 3,500.00				\$ -	0	\$ -	1	\$ 3,500.00
3.02	Remobilization and Start Up	1	EA	\$ 3,500.00	\$ 3,500.00				\$ -	0	\$ -	1	\$ 3,500.00
4.01	Daily Operation, Weekdays												
4.02	Process Engineer	40	DAY	\$ 1,200.00	\$ 48,000.00				\$ -	0	\$ -	40	\$ 48,000.00
4.03	Mechanical	16	DAY	\$ 1,000.00	\$ 16,000.00				\$ -	0	\$ -	16	\$ 16,000.00
4.04	Daily Operation, Weekends												
4.05	Process Engineer	0	DAY	\$ 1,800.00	\$ -				\$ -	0	\$ -	0	\$ -
4.06	Mechanical	0	DAY	\$ 1,500.00	\$ -				\$ -	0	\$ -	0	\$ -
5.01	Process Chemicals purchase and disposal (ALLOWANCE)	1	LS	\$ 1,000.00	\$ 1,000.00				\$ -	0	\$ -	1	\$ 1,000.00
6.01	Demobilize	1	LS	\$ 15,000.00	\$ 15,000.00				\$ -	0	\$ -	1	\$ 15,000.00
7.10	Prepare Season 1 Draft Pilot Report	1	LS	\$ 10,500.00	\$ 12,150.00				\$ -	0	\$ -	1	\$ 12,150.00
7.02	Prepare Season 2 Draft Pilot Report	1	LS	\$ 6,500.00	\$ 8,500.00				\$ -	0	\$ -	1	\$ 8,500.00
8.00	Chemical Analyses - Field												
8.01	Total Iron - Field	398	EA	\$ 1.00	\$ 398.00				\$ -	0	\$ -	398	\$ 398.00
8.02	Dissolved iron - Field	134	EA	\$ 1.00	\$ 134.00				\$ -	0	\$ -	134	\$ 134.00
8.03	Total Manganese - Field	398	EA	\$ 1.00	\$ 398.00				\$ -	0	\$ -	398	\$ 398.00
8.04	Dissolved Manganese - Field	134	EA	\$ 1.00	\$ 134.00				\$ -	0	\$ -	134	\$ 134.00
8.05	Total Chlorine - Field	0	EA	\$ 1.00	\$ -				\$ -	0	\$ -	0	\$ -
8.06	Free Chlorine - Field	0	EA	\$ 1.00	\$ -				\$ -	0	\$ -	0	\$ -
8.07	pH - Field	461	EA	\$ 1.00	\$ 461.00				\$ -	0	\$ -	461	\$ 461.00
8.08	Turbidity, Field	147	EA	\$ 5.00	\$ 735.00				\$ -	0	\$ -	147	\$ 735.00
8.09	Color, Apparent	240	EA	\$ 2.00	\$ 480.00				\$ -	0	\$ -	240	\$ 480.00
8.10	Color, True	240	EA	\$ 2.00	\$ 480.00				\$ -	0	\$ -	240	\$ 480.00
8.11	TOC - Seivers	145	EA	\$ 8.00	\$ 1,160.00				\$ -	0	\$ -	145	\$ 1,160.00
8.12	DOC - Seivers	0	EA	\$ 10.00	\$ -				\$ -	0	\$ -	0	\$ -
8.13	UV254 Abs - Field	385	EA	\$ 5.00	\$ 1,925.00				\$ -	0	\$ -	385	\$ 1,925.00
8.14	Alkalinity - Field	31	EA	\$ 17.25	\$ 534.75				\$ -	0	\$ -	31	\$ 534.75
8.15	CO2 - Field	1	EA	\$ 40.25	\$ 40.25				\$ -	0	\$ -	1	\$ 40.25
8.16	Settling Rate	147	EA	\$ 15.00	\$ 2,205.00				\$ -	0	\$ -	147	\$ 2,205.00
9.00	<u>Unassociated Laboratory Analyses</u>												
9.01	Turbidity	0	EA	\$ 21.00	\$ -				\$ -	0	\$ -	0	\$ -
9.02	Color, apparent	0	EA	\$ 21.00	\$ -				\$ -	0	\$ -	0	\$ -
9.03	Coliform	0	EA	\$ 55.00	\$ -				\$ -	0	\$ -	0	\$ -
9.04	HPC	0	EA	\$ 38.00	\$ -				\$ -	0	\$ -	0	\$ -
9.05	Hydrogen Sulfide (H2S)	0	EA	\$ 38.00	\$ -				\$ -	0	\$ -	0	\$ -
9.06	Total Suspended Solids	2	EA	\$ 25.00	\$ 50.00				\$ -	0	\$ -	2	\$ 50.00
9.07	Total Solids	0	EA	\$ 40.25	\$ -				\$ -	0	\$ -	0	\$ -
9.08	Settleable Solids	0	EA	\$ 40.25	\$ -				\$ -	0	\$ -	0	\$ -
9.09	RCRA 8 Metals	0	EA	\$ 97.75	\$ -				\$ -	0	\$ -	0	\$ -
9.10	Chlorine Residual, Free	0	EA	\$ 40.00	\$ -				\$ -	0	\$ -	0	\$ -
9.11	Chlorine Residual, Total	0	EA	\$ 40.00	\$ -				\$ -	0	\$ -	0	\$ -
9.12	Iron, Dissolved	0	EA	\$ 40.00	\$ -				\$ -	0	\$ -	0	\$ -
9.13	Manganese, Dissolved	0	EA	\$ 40.00	\$ -				\$ -	0	\$ -	0	\$ -
9.14	Simulated Distribution Systems (SDS)	18	EA	\$ 150.00	\$ 2,700.00				\$ -	0	\$ -	18	\$ 2,700.00
9.15	TTHM (USEPA 524.2)	18	EA	\$ 110.00	\$ 1,980.00				\$ -	0	\$ -	18	\$ 1,980.00
9.16	HAA (USEAP 552.2)	18	EA	\$ 215.00	\$ 3,870.00				\$ -	0	\$ -	18	\$ 3,870.00
9.17	VOC EPA 524.2	0	EA	\$ 220.00	\$ -				\$ -	0	\$ -	0	\$ -
9.18	1,4-dioxane	0	EA	\$ 290.00	\$ -				\$ -	0	\$ -	0	\$ -
9.19	PFAS (537.1)	35	EA	\$ 335.00	\$ 11,725.00				\$ -	0	\$ -	35	\$ 11,725.00
9.20	PFAS (533)	0	EA	\$ 368.00	\$ -				\$ -	0	\$ -	0	\$ -



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/12/2025

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).

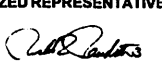
PRODUCER Gaudette Insurance Agency, Inc. 1 Plummers Corner Whitinsville MA 01588	CONTACT NAME: Michael C. Devish PHONE (A/C, No, Ext): 508-266-6441 FAX (A/C, No): 508-234-8121 E-MAIL ADDRESS: mdevish@gaudette-insurance.com	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED BlueLeaf Inc 57 Dresser Hill Road Charlton MA 01507	INSURER A: Continental Casualty Company	71840
	INSURER B: Allmerica Financial Benefit Insurance	15792
	INSURER C: Lloyds' of London	29459
	INSURER D: The Hartford	
	INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 887483708** **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"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			4012208698	8/14/2025	8/14/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPI/OP AGG \$ 4,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			AWNJ502009	7/29/2025	7/29/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6042830489	8/14/2025	8/14/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N/A			7012844012	7/9/2025	7/9/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C D	Professional & Pollution Liab Cyber Liability			ENP0007801-04 MB080084225	8/14/2025 7/29/2025	8/14/2026 7/29/2026	Each Occur/Aggregate \$3,000,000 Each Occur/Aggregate \$1,000,000

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

CERTIFICATE HOLDER BlueLeaf Inc 57 Dresser Hill Road Charlton MA 01507	CANCELLATION 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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Town of Exeter, NH
Task Order 1, Amendment 1
April 27, 2026

ATTACHMENT 2
NHDES EMAIL ON NEED FOR FURTHER PERMITTING DISCUSSIONS
JULY 25, 2025

Pogodzienski, Rhonda

From: Neils, David <DAVID.E.NEILS@des.nh.gov>
Sent: Wednesday, July 30, 2025 11:22 AM
To: Pogodzienski, Rhonda
Cc: Demers, Daniel; Houston, Judith; Edwardson, Ken
Subject: RE: Exeter River Pump Station/Surface Water Treatment Plant - Follow Up From TEAMS Meeting on 6/12/2025
Attachments: 20050809_WaterQuality Certification_ExteterSWTP.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

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[Report Suspicious](#)

Rhonda,

I am responding to your 7/21 email to Dan Demers regarding the Exeter River pump station / surface water treatment plan improvement currently under consideration by the Town of Exeter. We have discussed the project internally and are sharing the below items for your consideration and future discussion.

- 1) The existing 401 water quality certification is attached and was issued on 8/9/2005. That certificate allows for the withdrawal of 3.0mgd.
- 2) Condition E-2 b. of that certification indicates that the application shall consult with NHDES on any proposed changes to the project or its operation and that an amendment to the 2005 certification or a new certification may be required.
- 3) We have reviewed the water use reports submitted for this facility dating back to 2008 and it appears the maximum usage is approximately 1.5 cfs and that the usage exceeds the 7Q10 of the Exeter River in that area (~1.25cfs). Additionally, these records indicate that the use peaks during low flow periods (July – September), that the amount withdrawn is typically between 30 – 60% of the average river flow, and that withdrawal amount can exceed 100% of the minimum monthly flow.
- 4) Administrative rule Env – Wq 1703.14 (https://gc.nh.gov/rules/state_agencies/env-wq1700.html) does not allow new or increased discharges of phosphorus to lakes or ponds. This was not considered in the 2005 401 certification.
- 5) If NHDES makes the determination that a new permit is required that is based on the withdrawal ONLY, it would likely be issued under RSA 485-A:12 IV (<https://gc.nh.gov/rsa/html/L/485-A/485-A-mrg.htm>).
- 6) If a federal permit is required, such as a section 404 dredge and fill permit, then a new 401 WQ certification from NHDES would be required.

Additionally, we have the follow questions for your consideration:

- 1) In what ways might the withdrawal amounts, rates, seasonality or endpoints change?
- 2) How do/might the current/future withdrawals impact flow rate, residency, and velocity in the Exeter River near the project area.

- 3) Have you made a determination if the project will require a federal permit and how might the project impact the designated uses of the Exeter River in the project area?

We would welcome an additional meeting to discuss the above items.

David Neils, Administrator
Watershed Management Bureau
Water Division, NH Department of Environmental Services
29 Hazen Drive, P.O. Box 95
Concord, NH 03302-0095
Phone (Office): (603) 271-3289
Phone (Cell): (603) 848-4259
david.e.neils@des.nh.gov

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](#).

This Email and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. This communication may contain material protected by law or regulation. If you are not the intended recipient or the person responsible for delivering the Email for the intended recipient, be advised that you have received this Email in error and that any use, dissemination, forwarding, printing, or copying of this Email is strictly prohibited. If you believe that you have received this Email in error, please notify me at the Department of Environmental Services at 603.271.3289.



From: Pogodzienski, Rhonda <Rhonda.Pogodzienski@aecom.com>

Sent: Monday, July 21, 2025 9:12 AM

To:

Cc: Sadowski, Bryan <bryan.sadowski@aecom.com>; Thomas Page <tpage@underwoodengineers.com>; Clunie, William <William.Clunie@aecom.com>

Subject: Exeter River Pump Station/Surface Water Treatment Plant - Follow Up From TEAMS Meeting on 6/12/2025

EXTERNAL EMAIL WARNING! This email originated outside of the New Hampshire Executive Branch network. Do not open attachments or click on links unless you recognize the sender and are expecting the email. Do not enter your username and password on sites that you have reached through an email link. Forward suspicious and unexpected messages by clicking the Phish Alert button in your Outlook and if you did click or enter credentials by mistake, report it immediately to helpdesk@doit.nh.gov!

Good Morning,

This email is to request the status of any additional information that NHDES may be able to offer at this time relative to our 6/12/2025 discussion on the surface water withdrawals from the Exeter River and Exeter Reservoir by the Town of Exeter.

As noted during our call, AECOM and UE are working with the Town to start the planning process for either a new Surface Water Treatment Plant (SWTP), or modifications to the existing SWTP. Given the age of the existing SWTP, many of the systems are beyond their useful life.

The Town currently withdraws surface water from the Exeter River and Exeter Reservoir, both of which are treated at the existing SWTP.

During the call, it was our understanding that NHDES offered to conduct internal research to identify applicable regulations and anticipated permitting requirements that may be applicable for the subject project.

Would appreciate any update that you may have, considering that we will be meeting with Exeter in the next few weeks.

If you have any questions, please feel free to contact me or Tom Page of Underwood Engineers (also copied here) at your earliest convenience. Happy to schedule a follow up call as well, if that is easier for discussion purposes.

Many thanks.

Rhonda Pogodzienski

Rhonda Pogodzienski P.E., DBIA

Vice President, Project Management, AECOM, Water, East
M 978-807-1766
rhonda.pogodzienski@aecom.com

AECOM

250 Apollo Drive
Chelmsford, MA 01824
USA
aecom.com

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-----Original Appointment-----

From: Thomas Page <tpage@underwoodengineers.com>

Sent: Tuesday, June 10, 2025 12:40 PM

To: Thomas Page; wayne.lves@des.nh.gov; david.e.neils@des.nh.gov; judith.e.houston@des.nh.gov; daniel.j.demers@des.nh.gov; Pogodzienski, Rhonda; Clunie, William

Cc: Sadowski, Bryan

Subject: Exeter River Pump Station/SWTP

When: Thursday, June 12, 2025 10:00 AM-11:00 AM (UTC-05:00) Eastern Time (US & Canada).

Where: Microsoft Teams Meeting

Donation Acceptance



EXETER PARKS & RECREATION

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



TOWN OF EXETER MEMORANDUM

TO: Paul Cohen, Town Manager
CC: Melissa Roy, Assistant Town Manager
Corey Stevens, Director of Finance
FROM: Greg Bisson, Director of Parks and Recreation
RE: Donation Acceptance
DATE: 06/01/2026

Exeter Parks and Recreation respectfully requests acceptance of two donations allocated for our Summer Camp program. The department has received two generous contributions from distinct organizations: the Exeter Lions Club and the Exeter Snow Hound Snowmobile Club.

The Exeter Lions Club recently engaged with the department regarding potential contributions. As summer approaches, the idea of enhancing storage for Summer Camp arose. With over 300 children participating, space constraints are evident. The addition of suitable storage solutions will enable us to securely store sporting equipment, arts and crafts supplies, and winter storage for our shade structure in a more organized fashion. The Exeter Lions Club generously donated a \$2,128.90 check to support the purchase of a Keter Resin Shed and supplementary building materials. This shed is rot-proof and will aesthetically complement the summer camp area situated behind Planet Playground.

Motion: I move that the Selectboard accept the \$2,128.90 received from Exeter Lion Club for the purpose of purchasing a Keter Shed and other building material to be used as storage for Exeter Parks and Recreation Summer Adventure Camp, and furthermore allow the Exeter Parks and Recreation Department to purchase said shed and materials in time for the opening of the summer camp season.

The Exeter Snow Hounds snowmobile club, established fifty years ago, has resolved to dissolve and liquidate its assets. The board has elected to support agencies dedicated to serving children. They sent us a check for \$2,843.10. Upon speaking with Susan Drew, Treasurer, and confirming this donation, she expressed great enthusiasm, noting that it would enable us to acquire a second shed, along with building supplies and shelving for the sheds. This additional shed is intended to be situated near the pavilion behind 10 Hampton Road. Any funds left over would go toward purchasing sporting equipment for the summer camp.

Motion: I move that the Selectboard accept the \$2,843.10 received from Exeter Snow Hounds Snow Mobile Club for the purpose of purchasing a Keter Shed and other building material to be used as storage for Exeter Parks and Recreation Summer Adventure Camp, and furthermore allow the Exeter Parks and Recreation Department to purchase said shed and materials in time for the

opening of the summer camp season. Any leftover funds from these purchases will be allocated to Parks and Recreation to purchase additional sporting equipment for the summer camp.

We wish to express our gratitude to each of these organizations by displaying signage on each shed, acknowledging their dedicated support and contributions to Exeter Parks and Recreation and Summer Camp.

Respectfully Yours,

Greg Bisson

Director Exeter Parks and Recreation



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

DONATION ACCEPTANCE FORM

Name of Donor: THE EXETER AREA LION CLUB

Contact Information (address, phone, email): MIKE BAILLARGEON, LIONS CLUB REP

Description of Donation: CHECK FOR PURCHASE OF SHED AND MATERIAL FOR SHED

Conditions of Acceptance or Donor Designation: SIGN ON SHED

Intended Use: TO PURCHASE A SHED AND BUILDING MATERIALS

Donor Estimate of Current Value (non-cash): _____

TOWN USE ONLY

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:

Remarks: _____

Selectboard: **ACCEPTED / DENIED** Date: _____



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www.exeternh.gov

DONATION RECEIPT

Donation Date: 5/27/2026

Donor Name: THE EXETER AREA LIONS

Donor Address: 40 LINDEN ST. EXETER, NH 03833

Donation:

A monetary contribution of \$ \$2,128.90

A non-monetary contribution consisting of [describe goods, services, property, etc.]:

Designation of Donation (if any):

TO PURCHASE SHED AND BUILDING MATERIAL
FOR USE BY EXETER PARKS AND RECREATION
SUMMER CAMP

No goods or services were provided by the Town of Exeter in return for this donation.

The Town sincerely appreciates your donation,

Paul Cohen

Town Manager



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

DONATION ACCEPTANCE FORM

Name of Donor: THE EXETER SNOW HOUNDS

Contact Information (address, phone, email): SUSAN DREW, TREASURER

Description of Donation: CHECK FOR PURCHASE OF SHED,
BUILDING MATERIALS AND OTHER EQUIPMENT FOR
SUMMER CAMP

Conditions of Acceptance or Donor Designation: PLAQUE ON SHED

Intended Use: TO PURCHASE A SHED, BUILDING MATERIALS,
AND OTHER EQUIPMENT

Donor Estimate of Current Value (non-cash): _____

TOWN USE ONLY

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:

Remarks: _____

Selectboard: **ACCEPTED / DENIED** Date: _____



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www.exeternh.gov

DONATION RECEIPT

Donation Date: 5/27/2026

Donor Name: EXETER SNOW HOUNDS

Donor Address: NA

Donation:

A monetary contribution of \$ 2,843.10

A non-monetary contribution consisting of [describe goods, services, property, etc.]:

Designation of Donation (if any):

TO PURCHASE SHED, BUILDING SUPPLIES AND
OTHER EQUIPMENT FOR USE BY EXETER PARKS
AND RECREATION SUMMER CAMP

No goods or services were provided by the Town of Exeter in return for this donation.

The Town sincerely appreciates your donation,

Paul Cohen

Town Manager

Town Manager Report

Select Board Committee Reports

Correspondence



Fwd: Grant application for Exeter transportation

2 messages

Melissa Roy <mroy@exeternh.gov>

Tue, May 26, 2026 at 11:33 AM

To: Pam McElroy <pmcelroy@exeternh.gov>, Paul Cohen <pcohen@exeternh.gov>, David Sharples <dsharples@exeternh.gov>



Melissa Roy
Interim Town Manager
Town of Exeter

603-418-6405 | mroy@exeternh.gov

10 Front Street, Exeter, NH, 03833

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Date: Tue, May 19, 2026 at 5:06 PM

Subject: Re: Grant application for Exeter transportation

To: mary tegel <mvtegel@gmail.com>

Cc: Melissa Roy <mroy@exeternh.gov>

Greetings Mary,

Thank you for your email which will be included in the next (June 1) Select Board packet.

The Select Board appreciates the correspondence and we will certainly consider your thoughts in ongoing and future deliberations.

Many thanks for reaching out to us.

Respectfully,

Niko

On Mon, May 18, 2026 at 5:56 PM mary tegel <mvtegel@gmail.com> wrote:

To our Selectboard Members,

Please ask to have the pedestrian and bicycle plan from the Rockingham County Planning be included the grant application that Dave Sharples is preparing.

One major ask from the respondents of the Bicycle and Pedestrian Master Plan: a desire to separate people from moving traffic. Extending sidewalks does not create opportunities for people using any form of active transportation other than walking to access these facilities. Based on the conversation at the 5/14/2026 Planning Board, it is unclear what type and *where* the bicycle lanes will be located. Will the bicycle lanes be separated by concrete posts or simply painted on the ground? With an opportunity funded through Safe Streets for All, only one of those bicycle lanes will prevent someone from being killed by a moving vehicle. As everyone is aware, traffic rarely moves at the posted speed limit along this corridor. Do you want to ride with traffic through here?

Our local grassroots group has done a lot of study, collection of citizen input, and some coordination with Rockingham County Planning for safer and more convenient non-motorized moving around town. Making the town safer and more comfortable will go a long way in improving safety and economic vitality.

Thank you for your consideration,

Mary V Tegel
9 Union St
Exeter

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

Tue, May 26, 2026 at 12:40 PM

Got it. Thanks.
[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: Support for SAA4 Grant

2 messages

Melissa Roy <mroy@exeternh.gov>

Tue, May 26, 2026 at 11:32 AM

To: Pam McElroy <pmcelroy@exeternh.gov>, Paul Vlasich <pvasich@exeternh.gov>, David Sharples <dsharples@exeternh.gov>



Melissa Roy
Interim Town Manager
Town of Exeter

603-418-6405 | mroy@exeternh.gov

10 Front Street, Exeter, NH, 03833

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Date: Tue, May 19, 2026 at 5:07 PM

Subject: Re: Support for SAA4 Grant

To: Barry Kaplan <bkaplan7224@gmail.com>

Cc: Melissa Roy <mroy@exeternh.gov>

Greetings Barry,

Thank you for your email which will be included in the next Select Board packet (June 1).

The Select Board appreciates the correspondence and we will certainly consider your thoughts in ongoing and future deliberations.

Many thanks for reaching out to us.

Respectfully,

Niko

On Tue, May 19, 2026 at 12:30 PM Barry Kaplan <bkaplan7224@gmail.com> wrote:

Dear Select Board Members,

I am writing in strong support of the SAA4 grant proposal to be submitted on May 26, 2026. I especially hope that if Exeter receives this grant, important traffic modifications can be made at several locations as follows:

1. Realignment of the downtown to improve traffic flow and safety;
2. Construction of a roundabout at the very dangerous intersection of Holland Ave and Hampton/High Streets; and,
3. Addition of "flashing" crosswalk designators in several high traffic areas, including the entrance to the Dan Healy Memorial Pool/Recreation Park and two areas on the way into downtown, near Exeter Hospital and at Whipperwill Drive.

Finally, I would like to lend my strong support for separate bicycle trails and walking paths that would connect various parts of the Town of Exeter with downtown. These would be pathways which are substantially separated from the flow of traffic on the main highways into town, Routes.27, 88, 108, and 111. I realize this is beyond the scope of this grant, however consideration can be given to laying the groundwork for such important pathways to be developed in the future.

Best Regards,

Barry Kaplan
33 Acadia Lane
Exeter, NH 03833

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

Tue, May 26, 2026 at 12:41 PM

Got it. Thanks.

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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



Bulletin #21: Legislature Says Yes, No -- and Maybe

1 message

NHMA Advocacy <advocacy@nhmunicipal.org>
To: Pam McElroy <pmcelroy@exeternh.gov>

Fri, May 22, 2026 at 12:11 PM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 21

2026 Session

May 22, 2026



[Live Bill Tracker](#)

In this issue:

- Legislature Says Yes, No and Maybe
- Governor Signs Municipal Bills
- Follow Bills That Matter to You Online

Legislature Says Yes, No and Maybe on Multiple Bills NHMA is Following

The House and Senate met Thursday to decide if they could accept the amendments made to their bills by the other chamber and, if not, whether they would just let them die—or agree (“accede”) to a committee of conference.

Here’s a status report on bills NHMA is following, starting with proposals that members may still be able to influence:

Committees of Conference

Several committees of conference have been formed in recent weeks (and a couple have even finished already), but most of the heavy lifting will happen between now and **4:00 p.m. on Thursday, May 28**—the deadline to sign off on committee reports. Each committee consists of seven lawmakers: four

representatives chosen by the House speaker and three senators chosen by the Senate president. Generally speaking, committees are limited to amendments that are “germane,” i.e. language or concepts already contained in the House or Senate version of the bill. Committee reports must be unanimously agreed to; members may be replaced up until the sign-off deadline. Committees of conference are streamed on the [House](#) and [Senate](#) YouTube channels. There is no public comment at these sessions, which are basically conversations between House and Senate members; however, NHMA has flagged a few bills below that we are asking members to contact conferees about.

Each committee report—which in some cases states that the committee could not reach agreement—will go to both the House and the Senate on **Thursday, June 4**. Each body will vote on the committee report separately, and the only choice is a yes or no vote; no further amendments can be made by either chamber. With respect to those bills on which a committee of conference has reached agreement, if both chambers adopt the committee report, the bill is passed and goes to the governor. If either chamber rejects the committee report, the bill dies.

The General Court website has a [page listing committees of conference](#). Please note that meetings are often adjourned and rescheduled on short notice, so the website will not always have the most current information.

Priority Bills

HB 1588, as amended by the Senate, is **one of the most anti-local control bills of the session**. The bill would:

- Effectively **exempt** all proposed residential development on land zoned to permit commercial uses from all zoning ordinances except those ordinances regulating frontage, setbacks, and height.
- **Prohibit** municipalities from adopting zoning ordinances for residential development in commercial zones that differ from those for commercial development.
- **Mandate** that municipalities reimburse private property owners “reasonable attorney’s fees” if they go to court over whether a proposed residential development in a commercial zone is legal and conforming.

HB 1588, passed by the House, was a reasonable measure that allows the establishment of special assessment districts and expands the housing infrastructure grant program. Please contact the [House members](#) on this committee and ask them to reject the Senate position and let the bill die if the Senate sticks by its mandates.

HB 1010 updates the universal mixed-use zoning mandate passed last year that takes effect on July 1. The House version of the bill made significant positive updates; however, the Senate amendment removes key provisions from the bill and expands the mandate. **Contact the House members on the committee and ask them to oppose the Senate position.**

SB 564, **opposed** by NHMA, prohibits municipal limits on dead-end road length if the road is compliant with the state fire code and requires municipalities to allow developers to treat perimeter buffers as developable land. The bill also prohibits limiting the number of lots allowed on dead end roads. The House and Senate versions of this bill are materially similar. Contact [all members](#) of the committee and **ask them to remove Section 2, Numeral III** of the bill because it defeats the purpose of perimeter buffers and open space subdivision ordinances, which serve to protect natural resources, separate incompatible uses, or block out light and noise for neighboring properties.

HB 340 updates the statute regarding electioneering by public employees. While the Senate version of the bill is an improvement over what the House passed last year, NHMA believes the existing statute is effective and supports leaving it as-is. **Contact all members of the committee to oppose both versions of the bill.**

HB 639, relative to the use of and disputes over blockchain and digital currencies. NHMA has no position on the personal use of blockchain technology and cryptocurrency systems; however, we **oppose** language in the House version of HB 639 that provides specific legal protections and exemptions from state and local laws for blockchain infrastructure, including **universal limits on municipal noise and zoning ordinances** and rate schedules. The House version also mandates that towns and cities permit digital asset mining businesses in any zoning district that permits industrial uses, even if other incompatible uses, like light commercial and residential, are also permitted in that zoning district. Please **contact the Senate members on this committee and ask them to reject the House position** and let the bill die if the House won't agree.

HB 1184, relative to the issuance of no trespass orders on municipal or school district property. NHMA **opposes** the bill; however, the Senate version is far more workable and reasonable. **Contact all members of the committee to oppose both versions of the bill.**

Other Bills

- **SB 538**, extending net metering eligibility terms for municipal energy projects. NHMA **supports** the Senate version.
- **HB 244**, updating and recodifying the municipal enforcement of the building and fire code. NHMA **supports**.
- **HB 609**, relative to the general court's authority over the sale, purchase, ownership, use, possession, transportation, licensing, permitting, taxation, and other matter pertaining to firearms, stun guns, Tasers, pepper spray devices, knives and other self-defense tools. NHMA **opposes**.
- **HB 1109**, relative to notice requirements regarding public employee suspensions and investigations and transferring certain positions in the department of corrections to Group II retirement system status. NHMA **opposes** the public employee notice requirements; however, the Senate version is more workable.
- **HB 1187**, relative to the time in which candidates for state representative may file their candidacy for a special election at their town clerk's office. NHMA **opposes** the House version.
- **HB 1234**, identifying certain school district offices as incompatible for purposes of school district elections. NHMA **opposes** the House version, which impacts municipalities where the school district is a city department.
- **HB 1275**, relative to the effects of per- and polyfluoroalkyl substances (PFAS) on agriculture, exempting certain per- and polyfluoroalkyl products from use restrictions, and relative to the definition of "drinking water standard." NHMA is watching this bill to ensure that language impacting municipal wastewater treatment operations that was taken out of an earlier version of the bill does not resurface.
- **HB 1300** mandates a local school tax cap question and related limitations on central office administrative expenses in school districts. The Senate version is a one-time referendum in the November 2026 state election; the House version authorizes a referendum every two years in perpetuity. NHMA **opposes** this bill because it does not contain a state appropriation for the cost of these additional ballots, meaning a city or town will be required to pay for the ballots.
- **HB 1306**, relative to the counting of absentee ballots. NHMA **opposes**.
- **HB 1469** deals with regulating massage establishments. Both versions of the bill create establishment licenses for these businesses. Currently, only individual massage therapists must be licensed, but the state does not currently require separate licenses for massage parlors or the establishments where they operate. The Senate version is more comprehensive and provides municipalities and law enforcement with additional tools to address unlawful massage businesses statewide. Members should **contact House members** on the committee and **ask them to support the Senate position**.
- **HB 1540**, relative to municipal health ordinances and accessory dwelling units and relative to on-premises licenses for licensed barbershops and salons. NHMA **supports** the House version.

Concurrences

These bills will be enrolled and sent to the governor.

House

- **HB 707**, a landfill-siting bill that represents a long sought-after compromise that has eluded previous legislatures. The bill, **supported** by NHMA, would establish a seven-member solid waste site evaluation committee to review applications for new landfill capacity in New Hampshire, following a model similar to the existing state process for energy facilities. **HB 707** does not specifically preempt local zoning ordinances, as many previous legislative proposals had done. It also does not override existing legal agreements between towns and private entities.
- **HB 1079**, allowing accessory dwelling units to be built within or attached to certain non-conforming structures. Although the bill was requested by NHMA to clarify a specific section of the state's ADU law, the House amended the bill to apply the vesting procedures for approved subdivisions in RSA 674:39 to approved building permits for ADUs. We are unsure how this could work in practice. The Senate amended the bill but neglected to fix the problem. Instead, the Senate's amendment removed a section of the bill eliminated a redundant statute relative to detached ADUs. NHMA **opposes**.
- **HB 1491**, supported by NHMA, creates a pathway for a risk pool that wants to remain non-assessable to be regulated by the state Department of Insurance. Pools are created by political subdivisions to reduce risks and associated insurance costs. Across the country, two primary types of risk pools exist: assessable and non-assessable. For more on risk pools, see [last week's Bulletin](#) (as well as nearly every other Bulletin this spring!)
- **HB 164** authorizes the state to create and maintain a website for electronic records and allows municipalities to store electronic records on the website. This option could be useful for municipalities to be able to refer right-to-know requests to a website managed by State Archives instead of having to compile and supply the information directly. NHMA **supports**.
- **HB 1021**, amending the date to provide written notice to a municipality of a taxpayer's election to be assessed under the low-income housing tax credit program. NHMA **supports**.
- **HB 1103**, allowing municipalities to utilize community revitalization tax relief credits on a wider variety of properties and structures. NHMA **supports**.
- **HB 1555**, relative to the administration and enforcement of the state fire code. NHMA is **neutral**.
- **HB 1681**, a local option bill relative to the definition, inspection, and local approval of tiny houses and yurts as innovative housing structures. NHMA **opposes** due to technical issues with the bill.
- **HB 1756**, allowing organizations to file for property tax exemptions once and receive those exemptions unless and until a town assessor finds the organization ineligible for an exemption. NHMA is **neutral** on this member-requested bill.

Senate

- **SB 223**, relative valid photo identification for purposes of obtaining a ballot and relative to the production of lists of certain schools of higher education.
- **SB 418** prohibits municipalities from requiring licenses for the production and sale of homestead food products (a.k.a. the "pickle bill"). NHMA **opposes**.
- **SB 438**, relative to access to the centralized voter registration database on election days.
- **SB 585**, relative to audits for communications districts.

Non-Concurrences (bill dies)

There will be no further action on these bills, all of which were of significant concern to our members.

House

- **HB 1131**, relative to the official ballot referendum form of town meetings. NHMA **opposed** the House version proposal, which would have eliminated the ability for voters at town meeting to

debate the question of switching to the official ballot. The changes to the bill made by the Senate were not acceptable to the House.

Senate

- **SB 409**, to which the House included the text of **HB 1064**, dealt with penalties for disobeying a police officer. **HB 1064**, **opposed** by NHMA, was a budget-busting expansion of local liability exposure that would have eliminated municipal immunity regarding negligence that results in personal injury or property damage.
- **SB 557**, to which the text of **HB 1131** was added by the House, would have made synthetic and semisynthetic kratom illegal to prepare, distribute, manufacture, sell, possess or advertise. The new amendment, opposed by NHMA, would have required municipalities to place the question for adopting the official ballot referendum form of meeting (usually called “SB 2”) on the official ballot for electing officers. NHMA **opposed** the House version.
- **SB 643**, to which the text of **HB 1505** was added by the House, would have required municipalities to hold a public hearing and conduct a roll call vote when seeking to override a tax or spending cap—and required cities and charter towns to include the roll call vote on the override on the property tax bill. The House amendment would have required municipalities to submit documentation to the department of revenue administration proving they are in compliance with local budget and tax caps. NHMA **opposed** both versions.
- **SB 653**, to which the text of **HB 1526** was added by the House, dealt with county government. The House amendment, **opposed** by NHMA, would have overhauled the process for adopting a local budget committee, replacing the straightforward language in current law.

Governor Signs Municipal Bills

The governor recently signed several bills NHMA is following into law:

- **HB 365** (Chapter 68), relative to proof of United States citizenship for indigent voters. Effective July 17, 2026
- **HB 1113** (Chapter 70), enabling towns to establish a 3-year term for town moderators. Effective July 17, 2026.
- **HB 1118** (Chapter 71), increasing the limit for moneys remitted to municipal treasurers. Effective July 17, 2026.
- **HB 1151** (Chapter 72), relative to conservation commission appropriations. Effective July 17, 2026.
- **SB 503** (Chapter 77), relative to the use of Hew Hampshire-harvested spruce-pine-fir lumber. Effective November 14, 2026.

Note: NHMA’s final 2026 *Legislative Bulletin*, which will be issued in late summer, will list all bills with municipal impacts that were enacted this year, along with links to any updated legal guidance on specific changes.

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

Editorial Staff:

Margaret M.L. Byrnes, Executive Director
Marty Karlon, Editor in Chief, Policy & Research Analyst
Sarah Burke Cohen, Legislative Advocate
Brodie Deshaies, Legislative Advocate

Layout & Communications:

Miranda Blaikie, Communications Coordinator

New Hampshire Municipal Association

25 Triangle Park Drive

Concord, NH 03301

Tel: 603.224.7447

Email: advocacy@nhmunicipal.org

Website: www.nhmunicipal.org

This email was sent to pmcelroy@exeternh.gov

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Bulletin #22: Conference Reports Go To Final Vote

1 message

NHMA Advocacy <advocacy@nhmunicipal.org>
To: Pam McElroy <pmcelroy@exeternh.gov>

Fri, May 29, 2026 at 11:24 AM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 22

2026 Session

May 29, 2026



[Live Bill Tracker](#)

In this issue:

- Conference Reports Face Final Vote; Stay Engaged!
- Governor Signs Municipal Bills
- Follow Bills That Matter to You Online

Conference Reports Go To Final Vote, Stay Engaged!

The House and Senate will be in session on **Thursday, June 4**, to act on committee of conference reports on the remaining bills of the 2026 session. These committees are formed for bills where both bodies passed the bill but didn't agree on amendments made by the other chamber. Small groups of senators and representatives—referred to as conferees—met to discuss each side's position and try to come to a compromise. Bills that the conferees can reach agreement on go back to the House and Senate, where each body can either agree or disagree; no other actions or further floor amendments can be made.

Priority Bills

Here are some key bills where NHMA is **asking members to take immediate action**:

HB 1588 is one of the most anti-local control bills of the session, made worse by the committee of conference. Contact your local senator and House members and urge them to vote against the committee of conference report.

Under the existing universal mixed-use zoning mandate passed last year, which goes into effect July 1, 2026, municipalities can require a special exception or conditional use permit, with certain objective requirements for a developer to meet, in order to ensure the residential development is safe for future occupants and doesn't negatively impact abutters, the greater neighborhood, or local infrastructure. If **HB 1588** were to become law, multi-family dwellings on commercially zoned lots would be **allowed by right and be exempt from local density limits**. While it remains unclear how the changes adopted last year will affect residents, infrastructure, and development, **the legislature is already rushing to expand this universal mandate at the 11th hour—with no public input!**

Among the issue with **HB 1588** are that it:

- Allows multi-family dwelling units on land zoned to permit commercial uses **by right** and **prohibits** municipalities from adding additional requirements unless expressly authorized in the statute.
- **Exempts** proposed residential development in commercial zones from all zoning ordinances except those ordinances regulating frontage, setbacks, and height.
- **Prohibits** municipalities from adopting zoning ordinances for residential development in commercial zones that differ from those for commercial development.
- **Costs taxpayers money** by mandating that municipalities reimburse private property owners "reasonable" attorney's fees if they go to court over whether a proposed residential development in a commercial zone is legal.

There is a good chance of defeating this bill because it is such a blatant attack on local governance, but NHMA needs you to **contact your local senator and House members and ask them oppose HB 1588!**

SB 564, opposed by NHMA, prohibits municipal limits on dead-end road length if the road is compliant with the state fire code and requires municipalities to allow developers to treat perimeter buffers as developable land. The version of the bill agreed to by conferees defeats the purpose of perimeter buffers and open space subdivision ordinances, which serve to protect natural resources, separate incompatible uses, or block out light and noise for neighboring properties. Further, the bill would require municipalities to permit up to 100 lots on a single dead-end road before requiring additional ingress and egress. Most egregiously, the bill imposes **potentially illegal prior restraint on municipalities** by barring them from adopting "additional restrictions or requirements regarding building or lot size for affected properties" before the April 1, 2027 effective date of the bill. **Contact your local senator and House members and urge them to oppose SB 564—a bill originally introduced at the request of a single developer.**

HB 340, as agreed to by conferees, updates the statute regarding electioneering by public employees to create a civil fine of up to \$1,000 for any public employee who posts or distributes a card, handbill, poster, placard, picture, pin, sticker, circular, or any other form of communication that a "reasonable person" would believe explicitly advocates for or against any candidate, political party, or measure and defines political surveys as those that show a clear preference for policies likely to appear on a ballot or in an election. This broad standard could discourage or prevent public employees—such as police chiefs, department heads, and directors—from gathering information on issues that might later become ballot questions. Further, the expanded definition of "public employee" may deter municipal staff and public safety leaders from even answering questions about a proposal or using surveys to seek input on public issues that could eventually appear on the ballot. Finally, the effective date of January 1, 2026, **impermissibly turns this into a retroactive law. NHMA **opposes** this bill and encourages**

members to contact **your [local senator](#) and [House members](#)** and ask them to vote no on **HB 340**.

HB 609, relative to the General Court's authority over municipal or agency rules and regulations regarding the sale, purchase, ownership, use, possession, transportation, licensing, permitting, taxation, and other matters pertaining to firearms, stun guns, Tasers, pepper spray devices, knives, and "other self-defense tools." The [conference report](#) bans any "public official, public employee, political subdivision, or any other public or quasi-public entity" from adopting any charter provision, ordinance, bylaw, rule, regulation, or policy that is "repugnant to, or inconsistent with, the general court's occupation of the whole field of the regulation of firearms and ammunition." It creates a private right of action for any individual aggrieved by local weapons regulation and states that acting in good faith or on the advice of legal counsel is not a valid defense against such claims. **Contact your [local senator](#) and [House members](#) and ask them to oppose HB 609.**

Other Bills

- **HB 1010** also updates the universal mixed-use zoning mandate passed last year. The conferees accepted the Senate version of the bill with a pair of tweaks, including the deletion of allowing multi-family units in commercial zones "by right"—although **HB 1588** (above) adds that language back in a different section of the same statute. That said, NHMA **supports HB 1010**, which makes some positive updates to the statute.
- **HB 1184**, relative to the issuance of no trespass orders (NTOs) on municipal or school district property, allows an emergency NTO to be issued for no more than 35 days, which can be extended for up to one year by a majority vote of the governing body. It also allows for an individual to appeal the NTO to the governing body within 10 days. Finally, the bill requires all existing NTOs to be reviewed within 90 days of passage and be reissued or rescinded. Although the current language is more workable than the bill as introduced, NHMA continues to **oppose HB 1184**.
- **HB 1300** mandates a local school tax cap question and related limitations on central office administrative expenses in school districts. The conferees agreed to put the question on the November 2026 and 2028 state election ballots, despite concerns raised by the Department of Revenue Administration and local assessors about the tax cap methodology and calculation. Although the bill no longer requires municipalities to pay to print a separate ballot for this question, NHMA continues to **oppose** the bill because of the technical issues raised, which could lead to increased local administrative and legal costs.
- **HB 1469** deals with regulating massage establishments. The conferees accepted the Senate version of the bill with a minor addition. The bill, **supported** by NHMA, creates establishment licenses for these businesses. Currently, only individual massage therapists must be licensed, but the state does not currently require separate licenses for massage parlors or the establishments where they operate. The bill also provides municipalities and law enforcement with additional tools to address unlawful massage businesses statewide.
- **SB 538** now includes language extending net metering eligibility terms for municipal energy projects. NHMA **supports**.
- **HB 244**, updating and recodifying the municipal enforcement of the building and fire code. The conferees only made technical corrections to the underlying bill. NHMA **supports**.
- **HB 1306**, relative to the counting of absentee ballots. The conferees agreed to the Senate version of the bill with no changes. NHMA **opposes**.

The agreed-upon version of the following bills no longer include sections that were opposed by NHMA:

- **HB 639**, relative to the use of and disputes over blockchain and digital currencies. The conferees agreed to the Senate version of the bill, which **did not** include House language opposed by NHMA that set universal limits on municipal noise and zoning ordinances; NHMA has no position on the personal use of blockchain technology and cryptocurrency systems.
- **HB 1275**, relative to the effects of per- and polyfluoroalkyl substances (PFAS) on agriculture and relative to the definition of "drinking water standard."

As of this morning, it appears the House and Senate could not reach an agreement on these bills, which were listed as still waiting for sign-off, even though the deadline was 4 p.m. Thursday. If that is the case, the bills will not advance this year, although they could be brought back in the 2027 legislative session:

- [HB 1091](#) creates a local option for municipalities to modify ordinances or bylaws prohibiting sleeping or camping on private property to include a non-monetary penalty that may be elected by the offender in lieu of a financial penalty. Options for non-monetary penalties include, but are not limited to, community service, enrollment in a program designed to assist the individual with obtaining stable housing, and verification of secured stable housing.
- [HB 1540](#), relative to municipal health ordinances and accessory dwelling units and relative to on-premises licenses for licensed barbershops and salons.

Governor Signs Municipal Bills

The governor recently signed three bills NHMA is following into law:

- [HB 348](#) (Chapter 81), relative to eligibility for local assistance. The bill, which NHMA worked on extensively with the sponsor and local welfare officials, allows municipalities to adopt an optional proof of residency requirement as part of their local welfare guidelines. 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. Should a municipality adopt proof of residency requirements, the bill requires a municipality to accept certain documentation or an attestation by specific public officials/social service providers to establish residency. It also creates exceptions to any residency requirements for an individual who is the victim of domestic violence, stalking, sexual assault, or human trafficking. Effective July 21, 2026.
- [HB 1161](#) (Chapter 83), removing the requirement for municipalities to have an advisory board for development districts. Effective July 21, 2026.
- [HB 1274](#) (Chapter 84), increasing the annual fee for dog licenses by 25 cents. Effective July 1, 2026.

Note: NHMA's final 2026 *Legislative Bulletin*, which will be issued in late summer, will list all bills with municipal impacts that were enacted this year, along with links to any updated legal guidance on specific changes.

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**

Editorial Staff:

Margaret M.L. Byrnes, Executive Director
Marty Karlon, Editor in Chief, Policy & Research Analyst
Sarah Burke Cohen, Legislative Advocate
Brodie Deshaies, Legislative Advocate

Layout & Communications:

Miranda Blaikie, Communications Coordinator

New Hampshire Municipal Association

25 Triangle Park Drive

Concord, NH 03301

Tel: 603.224.7447

Email: advocacy@nhmunicipal.org

Website: www.nhmunicipal.org

This email was sent to pmcelroy@exeternh.gov
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Review Board Calendar

Non-Public Session