

SELECT BOARD MEETING
Monday, July 13, 2026
6:45 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/87428126032>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 874 2812 6032

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. Interview
 - a. Train Station Committee – R. Cary Einhaus – Alternate 2029
3. Proclamation
 - a. Parks and Recreation Professionals Day – July 17, 2026
4. Public Comment
5. Discussion/Action Items
 - a. Community Power Coalition (CPC) 2026 Period 2 Rates – Cliff Sinnott, Energy Committee
 - b. Park Street Bridge Update (Neighborhood Petition – Mark Furlong)
 - c. Community Business Engagement Presentation – Darren Winham, Economic Development Director
 - d. Front Street/Pine Street/Linden Street Roundabout Proposed Detour – Stephen Cronin, Public Works Director
 - e. Reduction of Drought Restriction Designation – Stephen Cronin, Public Works Director
6. Approval of Minutes
 - a. June 29, 2026
 - b. June 29, 2026 Non-Public Session
7. Appointments/Resignations
 - a. Resignation – Grayson Shephard – Historic District Commission
8. Permits/Approvals
 - a. Pairpoint Park Donation Acceptance
 - b. Pairpoint Park RFP
9. Tax Abatements, Veteran's Credits, and Exemptions
10. Town Manager's Report
 - a. School Street Area Improvement Project

b. Parks and Recreation Pool Pump Replacement

- 11. Select Board Committee Report**
- 12. Correspondence**
- 13. Review Board Calendar**
- 14. Non-Public Session**
- 15. Adjournment**

Niko Papakonstantis, Chair

Select Board

Posted 7/10/26 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
Mon. 7/13/26
6:45 PM
CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: TRAIN STATION COMMITTEE

New Re-Appointment Regular Alternate

Name: R. CARY EINHAUS Email: ceinhaus@exeter.edu
Address: 11 LINCOLN ST EXETER, NH 03833 Phone: (603) 380-3066

Registered Voter: Yes No

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

I PREVIOUSLY SERVED ON THE AD-HOC TRAIN STATION COMMITTEE IN THE 2010s, IN OUR ATTEMPT TO BUILD OR PURCHASE AN INDOOR SPACE WITH RESTROOMS FOR PASSENGERS, USING FEDERAL GRANT FUNDING. HAVING LIVED IN EXETER FOR 30 YEARS AND IN LINCOLN STREET SINCE 2007, I'M DEEPLY INTERESTED IN THE SERVICE AND BENEFIT AMTRAK BRINGS TO OUR COMMUNITY.

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: [Signature] Date: 6/25/2026

To be completed by Select Board upon appointment:

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

Proclamation

Town of Exeter, New Hampshire
A Proclamation

Parks & Recreation Professionals Day
July 17, 2026

Whereas, The Town of Exeter Select Board recognizes that the parks and recreation field is a diverse and comprehensive system that improves personal, social, environmental and economic health;

And Whereas, The Town of Exeter Select Board recognizes the importance and benefits of parks and recreation services that enrich the lives of its citizens, and help make this community a desirable place to live, work and visit;

And Whereas, The Town of Exeter Select Board supports the skilled work of parks and recreation professionals to strengthen community cohesion and resilience, connect people with nature and each other, and provide and promote opportunities for healthful living, social equity and environmental sustainability;

And Whereas, The Town of Exeter Select Board values the essential services that parks and recreation professionals and volunteers perform to provide recreational and developmental enrichment for our children, youth, adults and older adults; and to ensure our parks and recreational spaces are clean, safe, inclusive, welcoming and ready to use;

Now, Therefore, I Niko Papakonstantis, Select Board Chair, Town of Exeter, hereby proclaim and affirm July 17, 2026 as Parks and Recreation Professionals Day within the Town of Exeter, NH and hereby extend gratitude, respect and support for all of our Parks and Recreation Professionals.

In witness whereof, I have hereunto set my hand and caused the Seal of the Town of Exeter to be affixed this 13th day of July in the year of our Lord, Two Thousand and Twenty-Six.

Niko Papakonstantis,
Select Board Chair, Exeter, NH



Public Comment

Discussion/Action Items

Community Power Coalition (CPC) 2026 Period 2 Rates



Pam McElroy <pmcelroy@exeternh.gov>

CPCNH Rates Effective August 1, 2026

1 message

CPCNH News & Information <info@cpcnh.org>
Reply-To: CPCNH News & Information <info@cpcnh.org>
To: pmcelroy@exeternh.gov

Thu, Jul 2, 2026 at 3:13 PM



COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE

RATE INFORMATION

CPCNH Announces Community Power Rates Effective August 1, 2026

On Friday, June 26, 2026, the CPCNH Board of Directors approved a rate adjustment for Community Power customers, effective August 1, 2026.

CPCNH's Granite Basic rates will be set between **14.7 and 15.3 cents per kilowatt-hour**, depending on the customer's electric distribution utility. Rates remain relatively stable, representing an average increase of approximately 2% compared with current period rates.

For the August 2026 rate period, CPCNH's Granite Basic rates are approximately **7.5% lower than Liberty's default service rate** and within **7% of the rates for Eversource, Unitil, and NHEC**. For an average residential customer using 650 kWh a month, the monthly bill impact ranges from an estimated **\$8 per month in net savings** to an estimated **\$6 per month in additional costs**, depending on utility service territory and electricity usage.

Customers can view the full announcement, rate comparisons, and product-specific rate tables on CPCNH's website.

[View CPCNH's Rate Announcement Online](#)

Electric customers in New Hampshire have multiple supply options, including Community Power, their utility's default service, and competitive third-party suppliers. Customers may opt in, opt out, or select cleaner power options at any time.

- Use our [online portal](#)
- Call [1-866-603-7697](tel:1-866-603-7697) (POWR) or email Info@CommunityPowerNH.gov

View rate information on CPCNH's [Residential](#) and [Commercial](#) rates webpages.

[View CPCNH Residential Rates](#)

[View CPCNH Commercial Rates](#)



 [Sign Up for CPCNH Emails & Text Messages!](#)

 *For
Communities,
By Communities*

[View email in browser](#)

PO Box 840 | Concord, NH 03302
[update your preferences](#) or [unsubscribe](#)

Park Street Bridge Update



Pam McElroy <pmcelroy@exeternh.gov>

FW: citizen petition regarding Park St bridge

2 messages

Paul Cohen <pcohen@exeternh.gov>
To: Pam McElroy <pmcelroy@exeternh.gov>

Thu, Jul 9, 2026 at 8:23 AM

From: Niko Papakonstantis <npapakonstantis@exeternh.gov>
Sent: Thursday, July 9, 2026 8:20 AM
To: Paul Cohen <pcohen@exeternh.gov>
Subject: Fwd: citizen petition regarding Park St bridge

Hi Paul,

Let's include this in the packet.

Thanks,

NP

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

From: Mark Furlong <markwfurlongnh@gmail.com>
Date: Wed, Jul 8, 2026 at 8:37 PM
Subject: citizen petition regarding Park St bridge
To: Niko Papakonstantis <npapakonstantis@exeternh.gov>
CC: Sally Ward <ward31@comcast.net>

Hi Niko,

As I mentioned at the last Selectboard meeting, our neighborhood group has developed a petition regarding the status and condition of the Park St bridge. We have been gathering signatures and we plan to present it to the Board at next Monday's meeting.


I thought it would be helpful to provide you with a copy of the petition to include in the Board packet so that Board members can read it in advance of the meeting. Copy is attached (petition only, no signature pages).

We appreciate the Board's interest and attention to this matter.

Thanks,

Mark Furlong

20 Forest St, Exeter, NH

 **Petition to the Exeter Select Board Regarding the Park Street Bridge petition only.pdf**
123K

Pam McElroy <pmcelroy@exeternh.gov>
To: Paul Cohen <pcohen@exeternh.gov>

Thu, Jul 9, 2026 at 8:23 AM

Received. Thank you.

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

Senior Executive Assistant, Town Manager's Office

603-773-6102

Petition to the Exeter Select Board Regarding the Park Street Bridge

To the Exeter Select Board:

We, the undersigned residents, neighbors, property owners, and concerned members of the Exeter community, respectfully request that the Town of Exeter work with the New Hampshire Department of Transportation, CSX, and all other parties to develop and present a clear public plan to repair, replace, or otherwise restore safe access over the Park Street Bridge.

The bridge has been closed and needs repair. While safety must come first, the continued indefinite closure leaves residents without a clear path forward.

Our Request

1. Formally prioritize restoration of safe access over the Park Street Bridge as a public safety, neighborhood connectivity, and quality-of-life issue.
2. Work with NHDOT, CSX, and any other interested parties, including ambulance services and police departments, to determine ownership, responsibility, funding options, design requirements, and a feasible timeline.
3. Publicly present a written action plan identifying the steps needed to repair, replace, or restore the bridge, including responsible agencies, milestones, and opportunities for public input.
4. Ensure that any plan considers safe access for emergency vehicles, everyday traffic, pedestrians, Exeter's west side, and communities west of Exeter.
5. Evaluate interim measures to improve safety and appearance while a long-term solution is developed.
6. Keep residents informed through regular public updates at Select Board meetings and on the Town website until a final solution is approved and implemented.

Petition Statement

We urge the Exeter Select Board to create a timely and transparent plan to repair, replace, or restore the Park Street Bridge.

Indefinite closure or permanent removal without a replacement plan would create lasting harm to emergency preparedness, pedestrian safety, and vehicular access to Park Street. We ask the Select Board to treat this matter with urgency and to ensure that residents have a voice in the decision-making process.

Community Business Engagement Presentation

Community Business Engagement

Exeter, NH

Select Board
Presentation



Business Retention & Expansion (BRE)

“In economic development, business retention and expansion is a program designed to strengthen the connection between companies and the community while encouraging each business to continue to grow in the community.”

- Business Retention & Expansion International (BREI)



Community Economic Development
Division of Extension



THE OHIO STATE
UNIVERSITY
EXTENSION



UNIVERSITY OF MINNESOTA
EXTENSION



University of
New Hampshire
Extension

Program Objectives

- Retain existing businesses
- Support expansion
- Build community and business relationships
- Build an environment that encourages startups and new enterprises

The Exeter Team

Steering Committee

- **Darren Winham**, Economic Development Director, Town of Exeter
- **Adam Carter**, entrepreneur and investor
- **Adam Krauss**, ELO Coordinator, Exeter High School
- **Jakob Mikhitarian**, student, UNH Paul College of Business and Economics
- **Jennifer Wheeler**, President, Exeter Area Chamber of Commerce
- **Kristen Lyons**, State 4-H Teen Leadership Field Specialist, UNH Extension
- **Paul Nicholson**, The Beacon Group
- **Steve Kaneb**, Catamount Management and Diocese of Manchester
- **Will Mogé**, Business Education Teacher, Exeter High School

Exeter High School Student Volunteers – Full Program

- **Anneka Ross**
- **Sydney Merrow**
- **Lauren Leigh**

UNH Extension Community & Economic Development Team

- **Nate Bernitz, MPA**, Field Specialist – Rockingham County (project lead)
- **John Christ, Ph.D.**, Field Specialist – Merrimack County
- **Patricia Prescott**, Program Manager
- **Shannon Rogers, Ph.D.**, Interim Program Team Leader, State Specialist, Extension Professor



Business Engagement and Retention Program Exeter, NH

University of New Hampshire Cooperative Extension
December 2019

Action Steps (2019)

- ✓ **Continue building relationships with businesses**
- ✓ **Follow up with specific businesses**
- ✓ **Educational programming**
- ✓ **Connect with other communities doing business retention**
- ✓ **Employee recruitment**
- ✓ **Housing issue and opportunities**
- ✓ **Recreation**
- ✓ **Creative economy**



Designing the CBE Process

Program Timeline

**January 2025 >
Partnership
began**

**February 2025 >
Kickoff with
Steering
Committee**

**Summer & Fall
2025 >
Engagement &
Data Collection**

**Fall and Winter
25/26 > Data
Analysis & Report
Development**

**Spring 2026 >
Preliminary
Report Finalized**

**July 2026 > Select
Board
Presentation**

**Summer 2026 >
Final Report**

**Begin and Sustain
Implementation**

The Report

Table of Contents

Program Overview, Process, and Organization	4
Exeter Community Profile	5
Key Findings	7
Recommendations	12
Business Survey Analysis	16
Business Interviews Analysis	27
Focus Groups Analysis	35
Intercept Survey Analysis	38
Appendix A: About Exeter	42
Appendix B: Business Survey Questions	44
Appendix C: Key Informant Interview Questions	52
Appendix D: Intercept Survey Questions	54
Other Community Resources	56
Key Data Sources	56

Community Business Engagement Program Report

June 2026



extension.unh.edu



exeternh.gov

Engagement & Data Collection



Business Survey

94 responses



Business Interviews

40 responses



Focus Groups

Downtown Businesses – 9

Manufacturing/Industrial – 13



Intercept Surveys

26 responses

What We Heard From Businesses

Assets & Opportunities

Quality of Life and Place Premium: Exeter's strong community identity, historic character, cultural anchors, downtown vitality and walkability, outdoor recreation and natural resources, dining scene, schools, regional connectivity, and safety are powerful assets, heavily valued by business owners, employees, and visitors alike.

Local Growth Potential: Many respondents expressed a desire to expand their operations within the town or county lines. Exeter has made proactive decisions and taken steps to incentivize local investment.

High Community Investment: Local business owners express a strong desire to deepen and strengthen engagement with fellow businesses, community leaders, and the municipality. Business owners and operators enjoy positive interactions with municipal staff, and many have loyal customer bases amongst Exeter's high-value local demographics.

Structural & Regional Advantages: Business stability and diversity is heavily reinforced by major institutional anchors, active business networks, burgeoning sector/industry clusters, and multi-modal transportation connectivity. Exeter features a balance of independent, local retail and services alongside a robust corporate and manufacturing presence in its industrial corridors, creating resilience and synergies.

What We Heard From Businesses

Challenges and Headwinds

Workforce & Labor Dynamics: Respondents frequently noted difficulties with employee recruitment and retention, with many participants citing regional housing availability and affordability, and to a lesser extent childcare and public transit, as interconnected factors putting strain on the local labor pool.

Commercial Overhead & Market Realities: A theme emerged among some operators regarding the difficulty of balancing local commercial rents against inconsistent or localized foot traffic, creating operational margin pressures for certain business models.

Business Community Connectivity: Reviewing peer-to-peer relationships revealed a wide variance in how connected operators feel to the broader Exeter business network; perspectives often diverged based on town tenure, with long-tenured businesses frequently holding a different outlook than newer entries.

Downtown Physical Constraints: For operations located within the historic core, constraints tended to center on spatial and structural realities, specifically parking management, space turnover, and physical layout limitations.

Operational Continuity: A portion of the interviewed cohort indicated that they currently operate without a formal business succession, transition, or retirement plan in place.



Recommendations

Short-term

In the first 12 months: initiate and sustain.

Medium-term

Strategic coordination. It may take 1-3 years to gain buy-in, develop resources, gather stakeholders and partners, or coordinate complex logistics.

Long-term

High impact goals where substantive wins may materialize over a longer timeframe.

Recommendations

Business Engagement & Relationship Building

Short-term

Form a dedicated volunteer business liaison group to support ongoing BR&E outreach and engagement efforts

Establish and facilitate convening pilots for Exeter businesses, which could be organized around sectors or geographic links, to foster networking, address shared concerns, and promote cooperation and collaboration

Initiate frontline services dialogues between the business community and key town departments

Medium-term

Systematize business engagement processes to build a predictable, consistent feedback loop between business owners/operators and the Town of Exeter

Recommendations

Business Support & Resource Navigation

Short-term

Direct outreach to businesses facing acute challenges identified during the CBE program

Facilitate business education and outreach for downtown district codes and regulations

Bridge resource navigation gaps between Exeter employers and regional providers for workforce recruitment, development, specialized training, financing, and other needs

Enhance the town's economic development website to eventually serve as a one-stop portal for residents, business owners, and investors. The website can serve the needs of Exeter's entrepreneurs and business leaders while also showcasing Exeter as a community where businesses succeed.

Recommendations

Downtown Experience & Access

Short-term

Deploy tactical wayfinding in the interim before implementing permanent solutions for parking and navigation

Medium-term

Transition from parking evaluation and study to implementation. Communicate continuously with the downtown business community about parking efforts, and develop plans to help businesses adapt to policy changes.

Collaborate on downtown vitality and event strategies, increasing the impact of existing and new events on the local economy while building on what is already a strength.

Long-term

Town Hall Activation: Explore the potential of the historic town hall

Recommendations

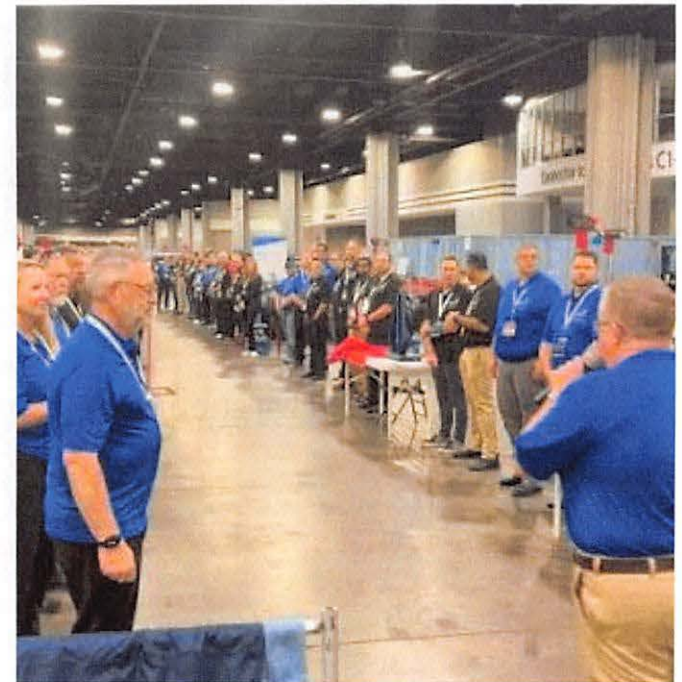
Workforce, Housing & Talent

Medium-term

Bridge gaps in the workforce and educational pipeline by supporting collaborations between local employers and regional providers (Seacoast School of Tech, Exeter High School, Phillips Exeter Academy, Exeter Adult Ed, Great Bay Community College, UNH, etc.), helping close gaps in workforce technical literacy and training.

Long-term

Sustain momentum for housing solutions



Recommendations

Data, Storytelling & Market Awareness

Short-term

Identify, track and share business success stories

Medium-term

Conduct a commercial and industrial inventory study

Launch or invigorate a collaborative “**Discover Exeter**” effort that celebrates and spotlights the full diversity of Exeter’s retail, dining, and services throughout the entire community.



Recommendations

Regional & Anchor Institution Partnerships

Short-term

Leverage regional economic
development networks

Medium-term

Deepen engagement with the
healthcare industry cluster





What's Next?

- **Finalize** and publish report
- **Implementation**
 - Prioritize actions
 - Form project teams
 - Provide regular updates on projects

In the implementation phase, UNH Extension Community & Economic Development can be an **ongoing advisory and technical assistance resource**

Thank you!

Thank you to the Steering Committee, Exeter High School students, and the Town of Exeter for your partnership.

For more information, contact:

Darren Winham | dwinham@exeternh.gov

Shannon Rogers, Ph.D. | Shannon.Rogers@unh.edu

Nate Bernitz, MPA | Nate.Bernitz@unh.edu

Patricia Prescott and John Christ supported this program

The University of New Hampshire Cooperative Extension is an equal opportunity educator and employer. UNH, U.S. Dept. of Agriculture, and New Hampshire counties cooperating. Direct inquiries to unh.civilrights@unh.edu.

©2026 University of New Hampshire

MAKING LIFE BETTER IN NEW HAMPSHIRE



Front Street/Pine Street/Linden Street Roundabout Proposed Detour

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: July 13, 2026

RE: Contractor Request for Temporary Road Closures and Traffic Detour – Front Street/Pine Street/Linden Street Roundabout Project

SUGGESTED MOTION:

Move to authorize implementation of the temporary traffic detour and road closures for the Front Street/Pine Street/Linden Street Intersection Improvement Project, subject to final approval of the Traffic Control Plan by the Town and project engineer.

The Town recently awarded the construction contract for the Front Street/Pine Street/Linden Street Roundabout Project. During the pre-construction meeting, the contractor, Michelle Baillargeon Construction Services, presented a proposed traffic control strategy that differs from the original phased construction approach contemplated during design. The proposal includes temporary closures of the approaches to the intersection with signed detours in lieu of maintaining traffic through the work zone under extensive flagging operations. After reviewing the contractor's proposal with the project engineer (VHB) and Exeter Police Department, the Public Works Department recommends that the Select Board approve the temporary traffic detour.

Proposed Detour

The contractor's proposal includes the following temporary traffic modifications:

- **Front Street:** Close the approaches to the roundabout and detour eastbound traffic via Lincoln Street and Main Street, with westbound traffic using the reverse route.
- **Pine Street:** Close Pine Street at Court Street to through traffic while maintaining local access. Through traffic would be detoured via Court Street.
- **Linden Street:** Close Linden Street at the project limits and detour northbound traffic via Gill Street, which would be temporarily converted to two-way traffic with no on-street parking.

The contractor has indicated that all traffic control devices and detour signing will comply with NHDOT and MUTCD requirements and that emergency vehicle access, resident access, and business access will be maintained throughout construction.

Based on the contractor's proposed construction sequencing and staff's review, the temporary road closures provide several significant benefits. Maintaining traffic through the work zone would require multiple construction phases, extensive flagging operations, and a substantially longer construction schedule. The proposed temporary closures allow the contractor to work on the entire intersection simultaneously, significantly reducing the overall duration of construction.

Additionally, the proposed detour would improve worker and public safety by eliminating conflicts between construction activities and moving traffic, and produce a higher-quality finished roadway by allowing longer, uninterrupted paving operations and reducing longitudinal pavement joints. Finally, the shortened schedule significantly increases the likelihood of completing the majority of the project before the beginning of the school year and the September 8, 2026 State Primary Election, thereby avoiding construction during periods of increased traffic.

If approved, prior to implementing the detour, the project team will:

- Hold a neighborhood information meeting on **July 21 at 6:00 PM at the Exeter Public Library** to present the construction schedule, detour routes, and anticipated impacts.
- Notify abutting businesses, residents, schools, churches, and other stakeholders.
- Install advance warning and detour signage before roadway closures begin.
- Coordinate with Exeter Police and Fire to ensure emergency access is maintained at all times.
- Maintain access for local residents and businesses whenever feasible during construction.

The Public Works Department believes the temporary detour strategy offers substantial benefits in terms of construction duration, safety, and project quality. While the temporary closures will create short-term inconvenience for motorists, they are expected to significantly reduce the overall length of this project. For the reasons outlined above, staff recommends that the Select Board authorize implementation of the contractor's temporary traffic detour plan, subject to the following conditions:

1. Final review and approval of the Traffic Control Plan by the Town and project engineer.
2. Compliance with all MUTCD and NHDOT traffic control requirements.
3. Completion of public notification and the July 21 neighborhood meeting.
4. Continued coordination with emergency services, schools, businesses, and affected property owners throughout construction.

This approach is expected to provide the most efficient and safest means of completing this high-priority transportation improvement project while minimizing the overall impact to the traveling public.

Reduction of Drought Restriction Designation



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: July 9, 2026

RE: Drought Conditions Update

I wanted to provide a brief update on current drought conditions based on the July 9th, 2026 U.S. Drought Monitor release and information available through Drought.gov. (<https://www.drought.gov/states/new-hampshire>).

Since June 2025, Rockingham County has experienced one of the most prolonged drought events in recent years. Following an exceptionally dry summer and fall in 2025, precipitation deficits persisted through the winter and spring, resulting in declining groundwater levels, reduced streamflows, and ultimately the implementation of Level 4 water conservation measures in Exeter.

Conditions have improved since reaching their greatest severity earlier this year. The July 9th, 2026 U.S. Drought Monitor shows that Rockingham County is now divided between **Abnormally Dry (D0)** and **Moderate Drought (D1)** conditions, representing continued improvement from the widespread Moderate and Severe Drought conditions experienced this spring. Recent rainfall has improved surface water conditions; however, long-term groundwater deficits remain.

The recent improvement in drought conditions, coupled with increased streamflows and above-normal rainfall over the past several weeks, indicates that the immediate risk to the Town's water supply has diminished. Although recent precipitation has significantly improved conditions for the Town's surface water sources, groundwater supplies remain below seasonal norms, as groundwater recovery typically lags behind surface water recovery. Continued monitoring is warranted; however, the current conditions support a measured reduction in water conservation measures.

Based on these improvements, the Water Department recommends **reducing the current Level 4 Water Restriction to a Level 3 Water Restriction**, effective immediately. This change recognizes the improvement in hydrologic conditions while continuing to encourage responsible water use during the ongoing recovery of Exeter's water resources.

Under a Level 3 restriction, landscape watering would be permitted as follows:

- i. Landscape watering by odd-numbered addresses is allowed on Mondays and Thursdays.
- ii. Landscape watering by even-numbered addresses is allowed on Tuesdays and Fridays.
- iii. Landscape watering shall not occur between the hours of 8 am and 7 pm.

Additionally, the prohibitions on the filling of swimming pools greater than 100 gallons capacity; washing of streets, driveways, sidewalks, or other impervious areas; and the washing of vehicles or boats at non-commercial facilities would all be lifted.

The Water Department appreciates the community's continued cooperation with water conservation measures, which has helped reduce demand during this extended drought period. Staff will continue to monitor weekly U.S. Drought Monitor updates, National Weather Service drought outlooks, groundwater conditions, and water system demand throughout the summer. Should drought conditions worsen or water supply indicators begin to decline, the Department will recommend reinstating more restrictive conservation measures as necessary.



NATIONAL CONDITIONS > NEW HAMPSHIRE

New Hampshire

On This Page



~827,500

New Hampshire residents in areas of drought, according to the Drought Monitor

0.0% since last week

17th

wettest May on record (since 1895)

5.56 in. total precipitation

↑ 1.94 in. from normal

46th

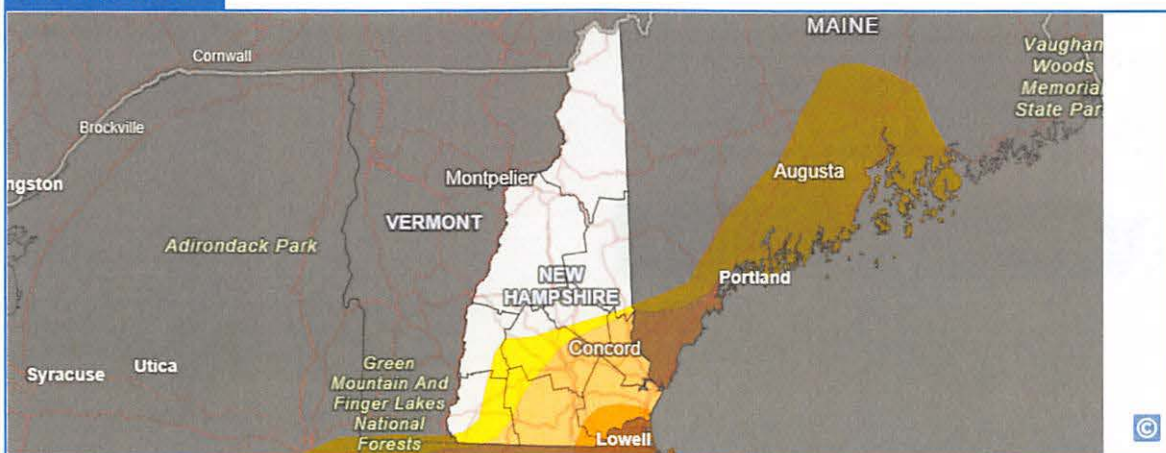
driest January—May on record (since 1895)

15.68 in. total precipitation

↓ 1.18 in. from normal

Current New Hampshire Drought Maps

U.S. Drought Monitor



The U.S. Drought Monitor depicts the location and intensity of drought across the country. The map uses 5 classifications: Abnormally Dry (D0), showing areas that may be going into or are coming out of drought, and four levels of drought (D1–D4). The map is jointly produced by the National Oceanic and Atmospheric Administration, U.S. Department of Agriculture, National Aeronautics and Space Administration, and National Drought Mitigation Center. Authors from these agencies rotate creating the

Legend

Drought & Dryness Categories		% of NH
	D0 – Abnormally Dry	11.3%
	D1 – Moderate Drought	22.6%
	D2 – Severe Drought	3.2%

map each week, using both physical indicators and input from local observers.




This map is used by the U.S. Department of Agriculture to trigger some disaster declarations and loan eligibility. Individual states and water supply planning may use additional information to inform their declarations and actions. [Learn more \(https://droughtmonitor.unl.edu/About/WhatistheUSDM.aspx\)](https://droughtmonitor.unl.edu/About/WhatistheUSDM.aspx).

How has drought impacted this state in the past? Explore [historical Drought Monitor maps \(/historical-information\)](#).

Source(s): NDMC ([/about/partners/national-drought-mitigation-center-ndmc](#)), NOAA ([/about/partners/national-oceanic-and-atmospheric-administration-noaa](#)), USDA ([/about/partners/us-department-agriculture-usda](#)), NASA (<https://www.drought.gov/about/partners/national-aeronautics-and-space-administration-nasa>)

[Drought Index](#) [Water Supply](#) [Agriculture](#)

DATA VALID: 07/07/26

	D3 – Extreme Drought	0.0%
	D4 – Exceptional Drought	0.0%
	Total Area in Drought (D1–D4)	25.7%

Updates



[VIEW COUNTY MAPS](#) 

[LEARN MORE](#)



The National Weather Service has issued a drought information statement for [Gray, ME \(txt\)](#).

Drought in the Northeast

Known best for its autumn foliage, thick forests, rocky soils, and abundant freshwater resources, the northeastern United States is characterized by a diverse climate that is not often associated with drought. However, in 2000, 2016, 2020, and 2022, New York and New England experienced historic drought conditions not seen since the 1960s.

The Northeast also frequently experiences “flash” droughts—the rapid onset of intense dry periods that can follow a period of normal to above-normal precipitation. While these flash droughts may last only 2–6 months, they can have profound impacts in the region, resulting in agricultural losses, shortages in public water supplies, and very low streamflows.

NOAA’s National Integrated Drought Information System (NIDIS) launched the Northeast [Drought Early Warning System \(DEWS\)](#) to improve drought early warning capacity and build long-term drought resilience throughout New England and New York. The [Northeast DEWS](#) is a network of regional and national partners that share information and coordinate actions to help communities in the region cope with drought.

Reach out to [Crystal Stiles](#), the Acting Regional Drought Coordinator for this region, for more information, or [sign up](#) for the Northeast DEWS newsletter.

[GET EMAIL UPDATES](#)

[NORTHEAST DEWS](#)

New Hampshire State Drought Resources

State Drought Agency:

New Hampshire Department of Environmental Services | Drought Management Program (<https://www.des.nh.gov/climate-and-sustainability/storms-and-emergencies/drought>)

State Drought & Hazard Mitigation Plans:

New Hampshire Drought Management Plan (<https://www.hsem.dos.nh.gov/hazard-mitigation/hazard-mitigation-planning/state-hazard-mitigation-plan>) (2023)

State of New Hampshire Multi-Hazard Mitigation Plan (https://prd.blogs.nh.gov/dos/hsem/wp-content/uploads/2015/11/State-of-New-Hampshire-Multi-Hazard-Mitigation-Plan-Update-2018_FINAL.pdf) (2018)

State Climate Office:

New Hampshire State Climate Office (<https://sites.usnh.edu/nhsco/>)

Other State Drought Resources:

New Hampshire Dry Well Report Form (<https://survey123.arcgis.com/share/b7734a880fe641>)

New Hampshire Groundwater Level Monitoring Dashboard (<https://nhdes.maps.arcgis.com/apps/dashboards/6b>)

New Hampshire Current Conditions

A number of physical indicators are important for monitoring drought, such as precipitation & temperature, water supply (e.g., streamflow, reservoirs), and soil moisture. Learn more about [monitoring drought](https://www.drought.gov/what-is-drought/monitoring-drought) (<https://www.drought.gov/what-is-drought/monitoring-drought>).

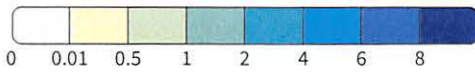
New Hampshire Precipitation Conditions

7-Day



Legend

Inches of Precipitation



About

Updates

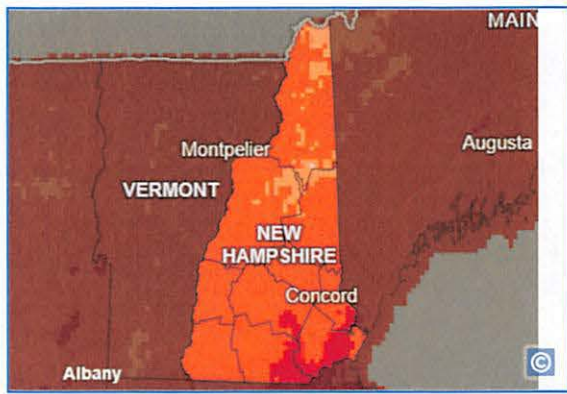
Precipitation Water Supply Agriculture

DATA VALID: 07/05/26

LEARN MORE

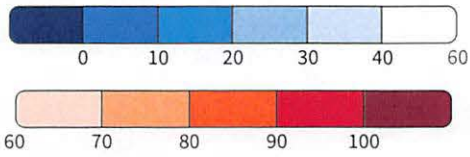
New Hampshire Temperature Conditions

7-Day Avg



Legend

Maximum Temperature (°F)



About



Updates



Temperature Agriculture

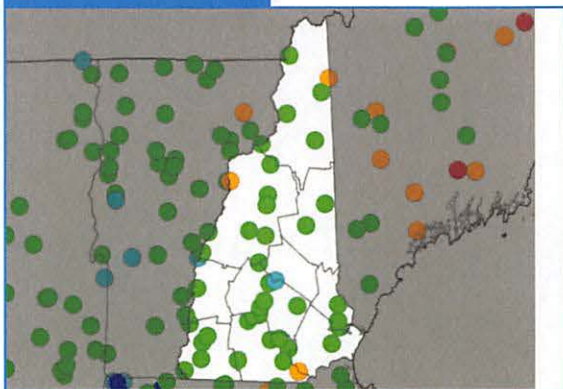
DATA VALID: 07/05/26

LEARN MORE

PROVISIONAL

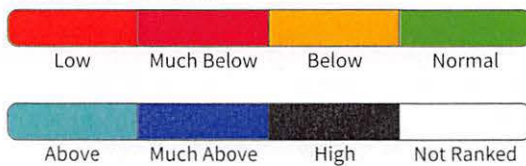
New Hampshire Streamflow Conditions

1-Day Average Streamflow



Legend

Streamflow Conditions



About +

Updates +

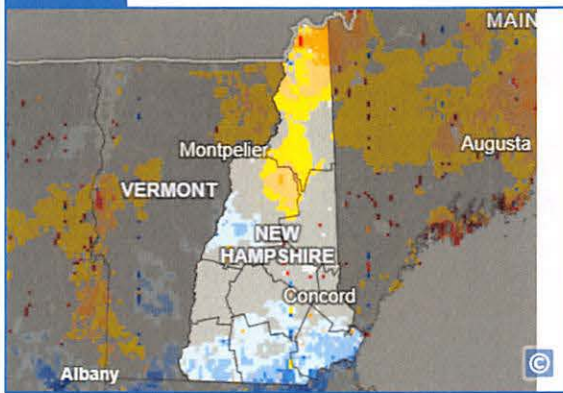
Water Supply Ecosystems Energy Transportation

DATA VALID: 07/07/26

LEARN MORE

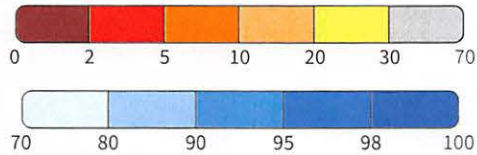
New Hampshire Soil Moisture Conditions

SPoRT-LIS



Legend -

0-100 cm Soil Moisture Percentile



About +

Updates +

Soil Moisture Flash Drought Agriculture Vegetation

DATA VALID: 07/08/26

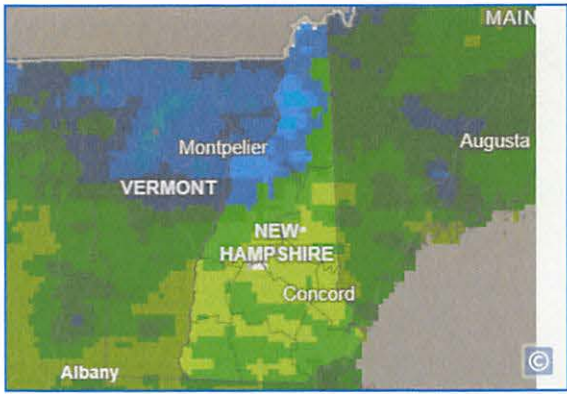
LEARN MORE

Outlooks & Forecasts for New Hampshire

Predicting drought in New Hampshire depends on the ability to forecast precipitation and temperature within the context of complex climate interactions. View more [outlooks & forecasts](https://www.drought.gov/forecasts) (<https://www.drought.gov/forecasts>).

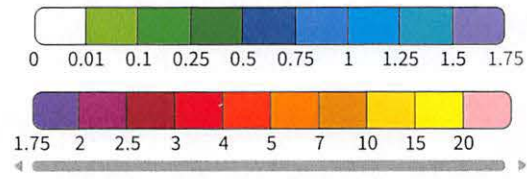
Future Precipitation & Temperature Conditions

7-Day Precip



Legend —

Predicted Inches of Precipitation



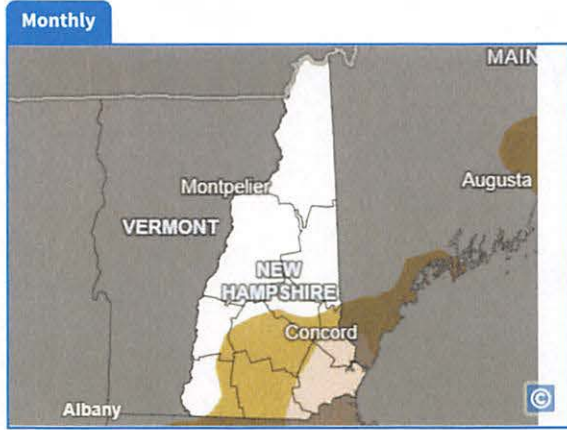
- [About](#) +
- [Updates](#) +

- [Precipitation](#)
- [Flash Drought](#)
- [Agriculture](#)

DATA VALID: 07/09/26-07/16/26
 LAST UPDATED: 07/09/26

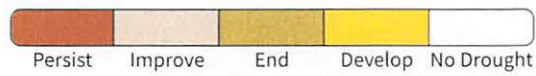
LEARN MORE

Drought Outlooks for New Hampshire



Legend —

Drought Is Predicted To...



- [About](#) +

Updates



Snow Drought

Water Supply

Agriculture

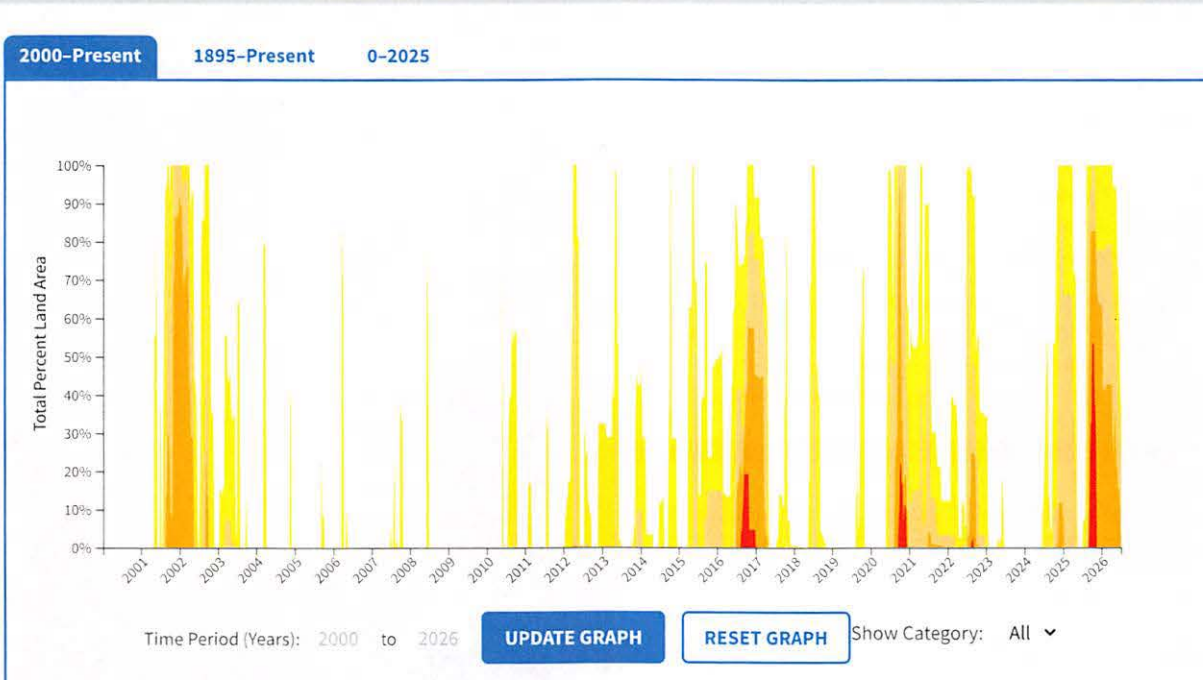
Wildfire

DATA VALID: 07/01/26-07/31/26
LAST UPDATED: 06/30/26

LEARN MORE

Historical Drought Conditions in New Hampshire

Drought is a normal climate pattern that has occurred in varying degrees of length, severity, and size throughout history. Below, you can look back at past drought conditions for New Hampshire according to 3 historical drought indices. The U.S. Drought Monitor is a weekly map that shows the location and intensity of drought across the country since 2000. The Standardized Precipitation Index (SPI) is a monthly depiction of drought based on precipitation (with data going back to 1895). And the paleoclimate data uses tree-ring reconstructions to estimate drought conditions before we had widespread instrumental records, going back to the year 0 for some parts of the U.S. [View more historical conditions](https://www.drought.gov/historical-information?state=new-hampshire) (<https://www.drought.gov/historical-information?state=new-hampshire>).

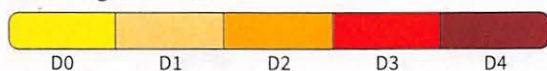


The U.S. Drought Monitor (2000–present) depicts the location and intensity of drought across the country. Every Thursday, authors from NOAA, USDA, and the National Drought Mitigation Center produce a new map based on their assessments of the best available data and input from local observers. The map uses five categories: Abnormally Dry (D0), showing areas that may be going into or are coming out of drought, and four levels of drought (D1–D4). [Learn more.](#)

LATEST AVAILABLE DATA: 2026-07-07

Legend

U.S. Drought Monitor



[↓ IMAGE](#)[↓ SPREADSHEET](#)[↓ ALL DOWNLOADS](#)

[Learn more about these data](#)

Drought Resources for New Hampshire

Stay Informed: Local Drought Updates

Drought Alert Emails (<https://www.drought.gov/drought-alerts/signup>)

Get email updates when U.S. Drought Monitor conditions change for your location or a new drought outlook is released.

Northeast Drought Status Updates

(https://www.drought.gov/drought-status-updates?dews_region=133&state=All)

NIDIS & its partners issue regional updates covering drought conditions, outlooks/forecasts, and local impacts.

Northeast Drought Email List

(<https://lp.constantcontactpages.com/su/RYQ7qrW/northeastdews>)

Get regional drought status updates right to your inbox, as well as drought news, webinars, and other events for the Northeast.

Northeast Regional Climate Center Webinars

(<https://www.drought.gov/events?page=1&dews=Northeast>)

The Northeast Regional Climate Center hosts a monthly webinar to address timely weather and climate concerns.

Get Involved: Submit Local Drought Impacts

Drought in your area? Tell us how drought is impacting your community by submitting a condition monitoring report. Your submissions help us better understand how drought is affecting local conditions.

[REPORT IMPACTS](#)

Resources: Climate & Drought

The New Hampshire Climate Action Plan

(<https://www.des.nh.gov/sites/g/files/ehbemt341/files/documents/ward-09-1.pdf>) (2009)

NOAA/NCEI | New Hampshire State Climate Summary

(<https://statesummaries.ncics.org/chapter/nh/>)

U.S. Climate Resilience Toolkit (<https://toolkit.climate.gov/>)



State & Regional Resources

New Hampshire Department of Environmental Services |
Drought Management Program
(<https://www.des.nh.gov/climate-and-sustainability/storms-and-emergencies/drought>)

New Hampshire Drought Management Plan
(<https://mm.nh.gov/files/uploads/hsem/documents/drought-management-plan-2023-des.pdf>) (2023)

State of New Hampshire Multi-Hazard Mitigation Plan
(https://prd.blogs.nh.gov/dos/hsem/wp-content/uploads/2015/11/State-of-New-Hampshire-Multi-Hazard-Mitigation-Plan-Update-2018_FINAL.pdf) (2018)

New Hampshire State Climate Office
(<https://mypages.unh.edu/nhsco/home>)

New Hampshire Dry Well Report Form
(<https://survey123.arcgis.com/share/b7734a880fe6419db8b18a7d12a27d5d>)

New Hampshire Groundwater Level Monitoring Dashboard
(<https://nhdes.maps.arcgis.com/apps/dashboards/6b333fa640994c17a3a792a9e1198043>)

New Hampshire DES Cyanobacteria Bloom Reporter
(<https://survey123.arcgis.com/share/151c9fc3c8214c2e93325f77e0133378>)

CoCoRaHS | New Hampshire
(<https://www.cocorahs.org/state.aspx?state=nh>)

University of New Hampshire Cooperative Extension
(<https://extension.unh.edu/>)

NDMC | New Hampshire Drought Planning Resources
(<https://drought.unl.edu/planning/droughtplans/StatePlanning.aspx?st=NH>)

USDA Farm Service Agency | New Hampshire
(<https://www.fsa.usda.gov/state-offices/New-Hampshire/index>)

Northeast DEWS Dashboard (<https://nedews.nrcc.cornell.edu/>)

National Weather Service | Eastern Region
(<https://www.weather.gov/erh/>)

National Weather Service | Gray/Portland Weather Forecast Office (<http://www.weather.gov/gyx/>)

Northeast Regional Climate Center
(<http://www.nrcc.cornell.edu>)

USDA | Northeast Climate Hub
(<https://www.climatehubs.usda.gov/hubs/northeast>)

Northeast Climate Adaptation Science Center
(<https://necsc.umass.edu>)

New England Water Science Center
(<https://www.usgs.gov/centers/new-england-water-science-center>)

Approval of Minutes

June 29, 2026

Draft Minutes

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

Select Board Meeting
Monday June 29, 2026
6:30 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Julie Gilman, Dan Chartrand, and Town Manager Paul Cohen were present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 6:30 PM. The Board went downstairs to the Wheelwright Room for interviews.

2. Board Interviews

- a. Ethan Fishbaugh for the Conservation Commission
- b. Ryan Kelly for the Planning Board
- c. Dan Provost for the Trustees of the Robinson Fund

The Board reconvened in the Nowak Room at 7 PM.

3. Police Department - Swearing In

- a. Chief Josh McCain introduced Christopher Dowd, and Town Clerk Jen Shupe swore him in as an Officer.

4. Proclamations/Recognitions

- a. Daughters of the American Revolution – First Place National Video Contest
Mr. Papakonstantis recognized the Exeter Chapter of the DAR, which placed first place in a National video contest.

5. Public Comment

- a. Mark Furlong of 20 Forrest Street said he has a suggestion for an addition to the agenda: the Board should mention items scheduled for the next meeting. Mr. Furlong also said he appreciates the effort to get the Park Street Bridge meeting on the agenda. He's part of a neighborhood group with 30 members which has appointed a liaison to the Town. The liaison person has already met with Mr. Papakonstantis. The group plans to present the Board with a petition regarding the bridge at the next meeting.

Mr. Papakonstantis said the Board plans to offer an update on July 13. He will continue to meet either with the liaison or the group as appropriate.

- b. Keith Whitehouse of Westside Drive said he is a member of the Conservation Commission, but he is speaking for himself. He has concerns about the proposed auto dealership on Portsmouth Avenue. There's a proposed retaining wall that's 23 feet high, which he demonstrated with a tape measure. He said it will require hundreds of truckloads to fill that area. Usually you can tell if there's been

45 flooding by the trash, and the trash has come up pretty high in this area. It's
46 wetlands. He's not sure why we'd allow this to happen when the Conservation
47 Commission is opposed.

- 48 c. Megan Ramundo of 71 Park Street said she's very concerned about the train
49 bridge. To get to the meeting, she and her family had to go around the train
50 bridge, which added time to our bike ride. The neighborhood is connected to that
51 bridge. She doesn't want dangerous material to be shipped on the train, or a
52 double-decker train running there. There's no public listing for how many freight
53 trains come through this town, although you can buy it from the corporations. She
54 cringes every time she hears a horn go by. It is a safety issue. We're cut off from
55 the Hospital. She doesn't want to walk down Route 27 and cross the railroad
56 tracks to get her kids to school. She doesn't want Exeter to look like Bergen
57 County and have hazardous waste going through.

58
59 6. Appointments

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

61
62 7. Discussion/Action Items

63 a. Water/Sewer Rates Discussion

64 Finance Director Corey Stevens said we're considering a Water/Sewer
65 rate increase. For the last year, we've been monitoring the Water/Sewer Fund to
66 decide how to set our rates. We've known that a new surface water treatment
67 plant may be in the offing in the next 4-5 years. Mr. Cronin is working with our
68 vendor to suss that out, so we need to look at our rates and our operating
69 budget. We did a \$50M Wastewater Treatment Plant several years ago, and
70 we're at that point with Water. The plant may be \$40M and needs to be built in
71 the early 2030's. We want to prepare for that now, rather than putting through a
72 big rate increase later. On the Sewer side, we have \$18M in projected State Aid
73 grants, but there is no guarantee of that. The next State budget is in 2027. If that
74 grant were to go away, that would be a hole in our operating budget. We did
75 some modeling and put together a 6-year forecast showing expenses and
76 revenue at various increase levels. We have a Water Fund balance that is
77 healthy. On the Sewer side, it's about keeping rates moving forward in tandem
78 with what we expect for budget increases.

79 Mr. Stevens said he shared this presentation with the Water/Sewer
80 Committee and they agreed to the proposal for 2026, but wanted to see what
81 happens in 2027. The fund balance as a percentage of revenue is higher than
82 40%, but we're planning for a Water Treatment Plant and that the State Aid grant
83 may not always be there. In Sewer, we are planning to use fund balance when
84 we tackle the High Street Cross-Country Line in 2029 or 2030.

85 Mr. Chartrand asked when we did the latest rate study. Mr. Stevens said
86 Underwood did it in 2023, and we implemented the first of their rate increases in
87 2024. We didn't make increases in 2025. Mr. Chartrand said the idea of slow
88 steady rate increases is in line with that rate study. Mr. Stevens said it's in line on

89 the Sewer side. He doesn't believe we had the Surface Water Treatment Plant in
90 mind when they did the 2023 study. Mr. Chartrand said it was probably in the
91 background somewhere. Mr. Stevens said the increases they were modeling
92 don't include the double-digit increases we're looking at.

93 Ms. Belanger asked if we have to reapply for the State Aid Grant. Mr.
94 Stevens said no, we had a commitment of \$18M when the project started. It just
95 renews as part of the biennial budget of the State. As far as we know, we will
96 continue to receive \$1M a year.

97 Ms. Belanger said she appreciates the gradual rate increases.

98 Mr. Stevens said we're recommending just the 2026 rate increases. The
99 rates would be effective July 1, so the first district that gets billed in October
100 would be the first to realize these new rates. Mr. Papakonstantis said the
101 Water/Sewer Advisory committee recommended unanimously to bring these
102 rates to the Select Board. Mr. Chartrand said there was one individual in
103 attendance who felt very wary, but he feels that if we commissioned a study we'd
104 be fools not to take their advice.

105 **MOTION:** Ms. Belanger moved to adjust the Water usage fee by an increase of 6% effective
106 July 1, 2026. Ms. Cowan seconded. The motion passed 5-0.

107
108 **MOTION:** Ms. Belanger moved to adjust the quarterly Water service fees by an increase of 23%
109 effective July 1, 2026. Mr. Chartrand seconded. The motion passed 5-0.

110
111 **MOTION:** Ms. Belanger moved to adjust the quarterly Sewer service fees by an increase of 12%
112 effective July 1, 2026. Mr. Chartrand seconded. The motion passed 5-0.

113
114 b. Budget v. Actual Results (Unaudited) at 12/31/25 compared to 12/31/24

115 Mr. Stevens said he gives this update once a year. Going forward he will
116 try to put a presentation together monthly as well. Regarding revenues and
117 expenses, our revenues are fairly stable and we're meeting expectations. In our
118 General Expense lines, in everything other than labor, we do a pretty good job of
119 budgeting. We continue to see surpluses on the expense side due to our labor
120 "savings" because of staff vacancies. In 2025, we billed just over \$68M in
121 property tax bills, an increase of \$3.8M over the previous year. At the end of the
122 year, we had collected 97% of that billing. Of the \$68M, 70% or \$47M went to
123 schools; \$2.2M went to the county; \$3M was retained by the TIF; and the Town
124 received \$15.5M in 2025 from property tax revenue. The General Fund also gets
125 income from Motor Vehicles, Meals and Rooms, and building permits; that
126 revenue was \$8.2M, which was an increase of \$500,000 over the prior year.
127 Motor Vehicles was at \$3.7M, an increase of \$161,000 or 5%. Building Permits
128 were at \$707,000 in 2025, a significant increase over the prior year. The
129 Academy is doing a renovation on Academy Hall which was permitted at
130 \$375,000. Meals and Rooms was \$1.6M, a modest increase of \$34,000. Our
131 revenue from Departments was \$1.1M in 2025, about \$52,000 more than the
132 prior year; this includes Police Detail, reimbursements, and solid waste fees at

133 DPW. We had a decline in interest income, which totaled \$564,000 in 2025,
134 because Interest rates lowered a tad in 2025 and we moved some money
135 around. The EMS Fund turned back \$300,000 to the General Fund; it was
136 \$260,000. The Sick Leave Trust Fund paid out \$158,000 for buyouts when
137 people retired. We used \$650,000 of Fund Balance to set the tax rate in 2025.
138 We had \$25.4M in General Fund revenue, a surplus over budget of \$750,000.

139 General Fund expenses were \$23.7M, or 96% spent. This is consistent
140 with 2024, when we spent 97% of the budget. Personnel costs make up 70% of
141 the General Fund budget. Personnel "savings" was \$900,000 in 2025. General
142 Government was 6% of the General Fund at \$1.5M or 97% of budget spent. We
143 were looking for a Human Resources Director for much of 2025, which led to a
144 savings. Mr. Chartrand suggested that instead of a savings, it's "money
145 accumulated but opportunity lost." Mr. Stevens said the Town Manager's
146 Department was under budget at 95%. Finance was 5% of the overall budget,
147 and had total spending of \$1.2M or 97% of budget spent. IT came in lower;
148 they've been searching for a new IT assistant, which saved \$43,000 between
149 wage and benefits. Planning and Building spent just under \$750,000, or 94% of
150 budget. In Public Safety, the Police and Fire Departments are 19% of the budget
151 each. Police were at \$4.6M, or 95% of budget spent. There were some staffing
152 shortages in Patrol, and it was \$94,000 under budget. They had three openings
153 at year-end but the Chief has appointed two Officers this year. Fire was \$4.5M
154 spent, or 98%. There were some savings in the suppression division. Public
155 Works is 24% of the budget. The total spend was \$5.8M, or 92% of budget. We
156 had heavy snow at the beginning and end of 2025. There was \$474,000 spent in
157 the snow budget, \$185,000 over budget. Despite the overage, we decided not to
158 tap into the Snow and Ice Deficit Fund, given the surplus in the Operating Fund
159 budget. The Snow and Ice Fund has \$276,000 in it presently. In Public Works
160 Administration, budget spent was 67%. Both Engineering positions are vacant.
161 Streetlight costs were \$30,000 under budget. We continue to see positive gains
162 from our investment in new streetlights. The garage was at 49% of budget spent;
163 they went from two down to one staff member but now are fully staffed at three.

164 In Welfare, the total spent was \$183,000, which was slightly over budget.
165 The greatest demand is housing and shelter costs, which were \$37,000 over
166 budget. We have partners in the community that make contributions, so Welfare
167 ended in a positive position

168 Debt Service was at \$1.9M for the year. This was down \$111,000 due to
169 retiring debt during the year. Capital Outlay was at \$314,000, or 88% of budget,
170 which accounts for purchases of vehicles and equipment. In Payroll Benefits and
171 Taxes, \$158,000 was spent for sick leave buyouts.

172 The Unassigned Fund Balance was about \$6.6M - we are going through
173 an audit right now. It was \$5.99M in the prior year, about \$600,000 less. That
174 puts us at 8%; the DRA's recommended percentage is between 5% and 17%.

175 Ms. Belanger said regarding snow removal, we might want to look at the
176 bottom line number this year. People with limited eyesight are having issues

177 moving through downtown. We clear our sidewalks but when the plow goes
178 through again they can't navigate. Mr. Chartrand said interim Town Manager
179 Melissa Roy really heard what we said in the ADA input session and followed
180 through with DPW. There were resources allocated to do a better job downtown.

181 Ms. Belanger asked about expenditures from the ADA Fund. Mr. Stevens
182 said we allocated funds to the Library for an adult changing table, that was the
183 last project.

184 Water Fund Revenue was \$5.1M, an increase of \$170,000 or 3% over the
185 prior year. 2024 was the first year we did the rate increase. 310M gallons of
186 water were used in 2025, compared to 306M gallons in 2024, a 4M increase. Our
187 largest revenue source is water rates; water consumption charges were \$4M.
188 Impact fees increased to \$88,000. Hydrant Maintenance increased to \$130,000;
189 this is the contribution the General Fund makes to Water. Expenses were \$4.2M,
190 or 90% of budget. It was \$474,000 under budget. Labor savings were \$200,000.
191 Distribution, which typically runs with eight staff, had two open positions;
192 Treatment, which typically has five staff, had three. There were savings in
193 Chemical Supplies, Utilities, and Consulting Services. \$135,000 of the unspent
194 money was encumbered at year end. The Water Fund had \$946,000 in net
195 income. Fund Balance was \$3.7M at the end of the year.

196 Sewer Fund revenue was \$9M, up \$284,000 or 3% from the prior year.
197 \$180,000 of that increase was Operations and \$121,000 was our use of bond
198 proceeds from projects which came in under budget. This was offset by a
199 \$16,000 decrease in the State Aid Grant, at \$1M. There were \$6.9M in rate
200 charges. The Septage Receiving program came back online at the end of 2025,
201 with \$41,000 in income. Expenses were \$7.7M, which was \$503,000 under
202 budget. There were \$360,000 in labor savings: two down in collections, two down
203 in treatment for most of the year. We enlisted the help of an outside contractor on
204 a part-time basis, which offset the surplus. Debt Service increased to \$4.6M, a
205 \$426,000 increase over the prior year. 2025 was the first year paying on the
206 Sewer Siphon project. The Sewer Fund had \$1.3M in net income. The Fund
207 Balance was \$6.7M at year end.

208 In Revolving Funds, Cable saw a decline in Franchise Fee revenues,
209 which is consistent with national trends. In 2021 we had \$296,000; that dropped
210 to \$232,000 last year. We split that 50/50 between Cable and the General Fund.
211 CATV's allocation of that franchise fee was \$116,000. At the end of the year, we
212 made the decision to allocate an additional \$46,000 from the General Fund to the
213 Cable Fund. They ended in a \$40,000 deficit. The \$171,000 fund balance was
214 reduced to \$131,000 at the end of 2025. The goal of that fund is to cover major
215 expenses for equipment.

216 The Rec Revolving Fund had an increase of \$126,000 over 2024. There
217 were increases in programming and Impact Fees. We've been able to tap into
218 grant revenue from the Hospital and Riverwoods for Seniors. Expenses went up
219 for programming and staffing. Capital Outlay is below operating results because
220 of the investment the Fund made in 10 Hampton Road in 2025. The Rec

221 Revolving Fund contributed \$235,000 to the project. \$125,000 from Fund
222 Balance, \$900,000 from a grant, \$110,000 in impact fees. The Rec Revolving
223 Fund balance was at \$183,000 at end of year.

224 Regarding the EMS Fund, the department responded to 2,731 calls in
225 2025, up by 336 from 2024. Revenue increased to \$962,000. Cost increased,
226 labor rose by \$51,000, and operating expenses increased \$25,000. The EMS
227 Fund contributed \$150,000 towards a new communications console for the new
228 Public Safety complex.

229 The General Fund had a \$6.6M Fund Balance; the Water Fund was
230 \$3.7M; and the Sewer Fund was \$6.7M. The funds are strong. We need to keep
231 working on our labor challenges.

232 Ms. Belanger asked staff to follow up with DPW Director Cronin about
233 whether the leak discovered caused some of the large increase in the water
234 usage. Mr. Chartrand said there's growth but also increasing conservation. He
235 added that 4M out of 310M is not a big number.
236

237 8. Approval of Minutes

238 a. June 15, 2026

239 **MOTION:** Ms. Belanger moved to approve the minutes of June 15, 2026 as presented. Ms.
240 Gilman seconded. The motion passed 5-0.

241
242 b. June 22, 2026 Goal Setting Meeting

243 Corrections: Mr. Chartrand said on the final page, he would like to change the
244 wording under item 2, on budgetary constraints for FY27. There's a bullet point
245 "Dan Chartrand doesn't feel that we should limit the FY27 budget." It should read
246 "Dan Chartrand feels that we should not reflexively limit the '27 budget to the
247 detriment of our ongoing critical priorities.

248 **MOTION:** Ms. Belanger moved to approve the minutes of June 22, 2026 as amended . Ms.
249 Belanger seconded. The motion passed 5-0.

250
251 9. Appointments

252 **MOTION:** Ms. Belanger moved to appoint Megan Spencer to the Exeter Housing Authority, term
253 to expire in 2028. Ms. Cowan seconded. The motion passed 5-0.

254
255 **MOTION:** Mr. Chartrand moved to appoint Ethan Fishbaugh as an alternate member of the
256 Conservation Commission, term to expire April 2029. Ms. Belanger seconded. The motion
257 passed 5-0.

258
259 **MOTION:** Ms. Belanger moved to appoint Ryan Kelly as an alternate to the Planning Board,
260 term to expire April 2027. Ms. Gilman seconded. The motion passed 5-0.

261
262 **MOTION:** Ms. Belanger moved to appoint Dan Provost to the open voting position on the
263 Trustees of the Robinson Fund, term to expire April 2029. Ms. Cowan seconded. The motion
264 passed 5-0.

265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308

10. Town Manager's Report

- a. Master Patrol Officer Designation - Mr. Cohen announced that the Chief completed the Master Patrol Officer designation selection: Detective Bailey Texeira, Detective Michael O'Connor, Officer Michael Ingenito, and Officer John Suglia.
- b. New Town Offices Hours Open to the Public - The Town Offices have new hours as of next week: they're open Tuesday evening until 7 and close Friday at 12:30.
- c. Assessing Office Coverage - With the retirement of Janet Whitten, we've been advertising to secure a replacement but do not have one, so we'll be contracting with MRI for that service on Tuesdays and Thursdays 8-4.
- d. The Planning Board will hold a hearing July 9 at 7 PM for the application of a 14 lot residential cluster subdivision at Exeter Country Club driving range. Mr. Chartrand said we were in conversation with them about the Conservation Easement, did they reach out to us again? Mr. Cohen said we have to secure the agreement, he'll try to get that in front of the Board.
- e. In Public health, over the weekend there was a positive Jamestown Canyon virus mosquito in Exeter. The State does not consider this a significant health event at this time.
- f. Notification from NH DES that they approved with conditions a waste collection, storage, and transfer facility in Epping located at 270 Exeter Road. Mr. Chartrand said NH DES forced us to build the wastewater treatment plant but now approved this project in the same watershed.
- g. HB 340 pertains to electioneering by public employees. The concern is that this may expose public employees to liability when they are trying to provide information and discussion to the community. We think this will detract from information that should be provided to the public. Mr. Papakonstantis said he wants to authorize a letter to the Governor.

MOTION: Ms. Belanger moved to send a letter opposing HB 340 to Governor Ayotte and authorize the Chair of the Select Board to sign that letter. Ms. Gilman seconded. The motion passed 5-0.

11. Select Board Committee Reports

- a. Ms. Gilman said the 250th celebrations are beginning. There is a calendar online with upcoming events. The Historic District Commission approved a building at Front and Center Street. It will be a 5-unit residential property. The applicants worked with the HDC well.
- b. Ms. Belanger attended the Planning Board, where there was a request for minor site plan parking waiver at 73 Winter Street. The Church has a parking agreement with Shooters. That was approved with conditions. An application from Phillips Exeter was tabled because the ZBA granted a rehearing. An application for Pine Crest Mobile Home park was approved for a building and driveway to store maintenance equipment on site. Two members of the public were there in support. There was an application for Stone Arch development, a

- 309 proposed cul de sac off Brentwood Road. There's a sitewalk 5 Brentwood Road
310 tentatively scheduled for July 14 at 5 PM.
311 c. Ms. Cowan had no report.
312 d. Mr. Chartrand attended the Facilities Advisory Committee, along with Mr. Cohen.
313 There was discussion and an update on the new Public Safety building. We
314 discussed the Facilities Assessment work. Mr. Chartrand mentioned that a tree
315 was taken out on Water Street by a car, and there's already a new tree there; he
316 thanked Jay Perkins.
317 e. Mr. Papakonstantis attended a Swasey Park Trustees meeting, which was just a
318 short routine meeting. July 11 is the annual festival at the Independence Center.
319 Admission is free. Ms. Gilman said there will be a kids all-wheels parade with
320 decorations at the YMCA.

321
322 12. Correspondence

- 323 a. An email thanking the Board for the CSX presentation
324 b. A presentation from Ms. Richards from the same evening
325 c. An email from CPCNH regarding utility supply rates
326 d. A communication from COAST
327 e. The NHMA Legislative Bulletin
328

329 13. Review Board Calendar

- 330 a. The next meetings are July 13, July 27, Aug 10, Aug 24, September 14, and
331 September 28. September 1 is a placeholder if an additional meeting is needed.
332 b. Ms. Belanger said the Planning Board CIP meeting Aug 13 is the start of the
333 budget process.
334

335 14. Non-Public Session

336 **MOTION:** Ms. Belanger moved to enter into non-public session under 91A3:II(a). Ms. Cowan
337 seconded. In a roll call vote, the motion passed 5-0 and the meeting went into non-public at 8:43
338 PM.

339
340 **MOTION:** Ms. Belanger moved to exit non-public session at 9:17 PM. Ms. Cowan seconded.
341 The motion passed 5-0.
342

343 15. Adjournment

344 **MOTION:** Ms. Belanger moved to adjourn the meeting at 9:18 PM. Ms. Cowan seconded. The
345 motion passed 5-0.
346

347 Respectfully Submitted,
348 Joanna Bartell
349 Recording Secretary
350

351
352

June 29, 2026

Non-Public Draft Minutes

Exeter Select Board
Non-Public Session Minutes
June 29, 2026

Present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Julie Gilman, Dan Chartrand; Town Manager Paul Cohen, Police Chief Josh McCain

1. Deputy Police Chief Starting Pay Rate

Town Manager Paul Cohen explained that the Town's personnel policies are unclear as to whether Select Board prior approval is required to establish a starting salary above Grade 3 for a promotional candidate. Police Chief Josh McCain explained that he had conducted a competitive promotional process for the Deputy Police Chief position. Lieutenant Steven Bolduc is the successful candidate. Due to his service in his current rank for seven years, the recommended pay rate is Grade 16, Step 5.

MOTION: Ms. Belanger moved to support the recommended pay rate for the Deputy Police Chief. Ms. Cowan seconded. The motion passed 5-0 by a roll call vote.

2. Assistant Town Engineer Starting Pay Rate

Town Manager Cohen requested the Board's approval to employ Jenna Shisler in the position of Assistant Town Engineer at a starting pay rate above Step 3. He noted the applicant's extensive work experience and impressive credentials, as well as the difficulty that the Town has had in filling this position. He recommended placement at Grade 13, Step 10.

MOTION: Ms. Belanger moved to support the recommended pay rate for the Assistant Town Engineer candidate. Ms. Cowan seconded. The motion passed 5-0 by a roll call vote.

MOTION: Ms. Belanger moved to exit Non-Public Session. Ms. Cowan seconded. The motion passed 5-0 by a roll call vote.

Respectfully submitted,

Paul E. Cohen
Town Manager

Appointments/Resignations



Official Resignation Letter

3 messages

Dawn Ferringo <dferringo@exeternh.gov>

Tue, Jun 30, 2026 at 3:24 PM

To: Grayson Shephard <grayson.shephard@gmail.com>

Cc: Julie Gilman <jgilman@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

Hi Grayson,

Pam McElroy has asked me to reach out to you to request an official notice of your resignation from HDC. Would you please prepare something, or simply reply to this email, so she has something on record.

Thank you!

Best,

Dawn

--

Dawn Ferringo
Town of Exeter
Planning and Building Administrator
(603) 773-6173

Grayson Shephard <grayson.shephard@gmail.com>

Tue, Jun 30, 2026 at 3:45 PM

To: Dawn Ferringo <dferringo@exeternh.gov>

Cc: Julie Gilman <jgilman@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

Hi Dawn,

Absolutely! Apologies, I thought that removing my name for reappointment by the Planning Board was sufficient. I am resigning from my position on the Exeter HDC. I appreciate the opportunity I had to work with everyone and hopefully will continue to see folks around town. If anyone ever needs anything from me, please feel free to reach out via e-mail or on my cell phone. Thank you!

-Grayson

[Quoted text hidden]

--

Grayson M. Shephard
Juris Doctor, 2013
University of South Carolina School of Law
(978)992-6229

Pam McElroy <pmcelroy@exeternh.gov>

Tue, Jun 30, 2026 at 4:18 PM

To: Grayson Shephard <grayson.shephard@gmail.com>

Cc: Dawn Ferringo <dferringo@exeternh.gov>, Julie Gilman <jgilman@exeternh.gov>

Grayson, we wish you all the best. Thank you for your important service to the Town of Exeter.

Pam

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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

Permits & Approvals

Donation Acceptance



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

TO: EXETER SELECTBOARD & PAUL COHEN, TOWN MANAGER
FROM: COREY STEVENS, FINANCE DIRECTOR
SUBJECT: PAIRPOINT PARK DONATION ACCEPTANCE
DATE: JULY 13, 2026

In your packet this evening is a roster of donations that were collected during the month of June related to the Pairpoint Park project. In addition, I've included a Donation Acceptance Form in the amount of \$2,700.00 for Board signature if the donations are approved. Please consider accepting these donations toward the park project.

Move that the Selectboard accept the donations received during the month of June 2026 totaling \$2,700.00 for the design and construction of Pairpoint Park and direct that the funds be held by the trustees of trust funds in the Pairpoint Park Fund. Disbursement of the funds shall be made by authorization of the Town Manager for the purpose of designing and/or constructing Pairpoint Park.

Corey



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: _____ Multiple - See Attached List _____

Contact Information (address, phone, email): __Detail Available Upon Request_____

Description of Donation: _____ \$2,700.00 _____

Conditions of Acceptance or Donor Designation: ____For the Design & Construction of Pairpoint Park_____

Intended Use: ____For the Design & Construction of Pairpoint Park _____

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: _____

**PairPoint Park
Design & Construction Donations
June, 2026**

Last Name	First Name	Amount
Richards	Rob	200.00
Chinburg Builders		1,500.00
Kennebunk Savings Bank		<u>1,000.00</u>
Total:		2,700.00

Request for Proposals Approval



TOWN OF EXETER

Planning Department

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 773-6173

www.exeternh.gov

Date: July 9, 2026
To: Paul Cohen, Town Manager
From: Dave Sharples, Town Planner
Re: Landscape Architect Contract Award for Pairpoint Park

I'm writing this memorandum to request to appear before the Select Board at their July 13, 2026 meeting for consideration of a motion to authorize you to execute a contract with Kyle Zick Landscape Architecture, Inc. (KZLA) for design services for Pairpoint Park located at 23 Water St. I have enclosed their response to our Request For Qualifications (RFQ) for your review.

The Select Board created the Pairpoint Park Stakeholders Advisory Committee when they accepted the land for a future public park a couple of ago. Since that time, the Committee created a concept plan through a public engagement process and has been successfully fundraising for the project. Several months ago, they reached their goal of \$35,000 to proceed with design services to further the "Shady Bosque" concept plan for the park.

The Town recently went through an extensive review process to select a landscape architect. For brevity of this memorandum, I have enclosed a chronological outline of the selection process as a separate document. The selection process was in accordance with the town's purchasing policy. The Interview committee consisted of Steve Jones, Chair of the Pairpoint park Committee, and Jen Martel, a Committee member and also a landscape architect.

I have enclosed the proposed contract for your consideration. The contract was reviewed by Primex and their recommendations have been incorporated into the enclosed document. I have provided a suggested motion for below for consideration. I am available to attend the Select Board to present this request and answer any questions the Board may have.

Proposed Motion: I move that the Select Board authorize the Town Manager to negotiate and execute a contract with KZLA Services for design services for Pairpoint Park for an amount not to exceed \$35,000 and to take any and all actions necessary to complete the project.

Thank you.

Enc (3)

Request for Qualifications (RFQ) Landscape Architect Selection Process

April 17th: Received approval from the Town Manager to issue the RFQ

April 27th – Issued the RFQ and it was placed in the Union Leader (the following Sunday Edition) and on our website on the RFP/bids page.

May 22nd: We received five proposals by the 2pm deadline

May 23rd – June 1st: Interview panel filled out criteria sheets to determine who to interview but it was so close and everyone so qualified that we ended up deciding to interview all five firms

June 11th – Held interviews with all five firms and used evaluation criteria to guide us.

June 11th: Debriefed after each interview and at the end of the day – All five firms were impressive in their own way and brought great ideas and insights to the project. The theme was that we were spoiled for choice. We realized that it was tough to shine a light between them so we decided to let it sit for a bit and reconvene the following week

June 17th: Interview panel met and, while we didn't come to a decision, we did have a couple of follow up items for a couple of firms

June 18th: Sent out a courtesy email to all interviewees letting them know that we needed more time to decide

June 25th: Interview panel met and came to a final decision to negotiate a scope and fee with KZLA

June 26th: I called all five firms to let them know of our decision.

July 2nd – present: KZLA sent a contract for our review which both Jen and Steve provided comment and was reviewed by Primex and sent back to KZLA for their review. KZLA accepted all the Primex recommendations except for some proposed revisions to the indemnification clause. Both the Town Manager and were okay with the proposed changes by KZLA. KZLA submitted a final draft of the contract that is ready for execution pending Select Board approval.

 **AIA® Document B102® – 2017****Standard Form of Agreement Between Owner and Architect** *without a Predefined Scope of Architect's Services*

AGREEMENT made as of the 9th day of July in the year 2026
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Town of Exeter
10 Front Street
Exeter, NH 03833

and the Architect:
(Name, legal status, address and other information)

Kyle Zick Landscape Architecture, Inc.
4228 Washington Street
Boston, MA 02131

for the following (hereinafter referred to as "the Project"):
(Insert information related to types of services, location, facilities, or other descriptive information as appropriate.)

Pairpoint Park
Exeter NH
Design Services

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

TABLE OF ARTICLES

- 1 ARCHITECT'S RESPONSIBILITIES**
- 2 OWNER'S RESPONSIBILITIES**
- 3 COPYRIGHTS AND LICENSES**
- 4 CLAIMS AND DISPUTES**
- 5 TERMINATION OR SUSPENSION**
- 6 COMPENSATION**
- 7 MISCELLANEOUS PROVISIONS**
- 8 SPECIAL TERMS AND CONDITIONS**
- 9 SCOPE OF THE AGREEMENT**

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

§ 1.1 The Architect shall provide the following professional services:

(Describe the scope of the Architect's services or identify an exhibit or scope of services document setting forth the Architect's services and incorporated into this document in Section 9.2.)

Design and Engineering for Pairpoint Park, Exeter, NH. Scope of Services as described in KZLA proposed dated July 2, 2026 and Request for Qualifications RFQ o. PL 2026-01 dated April 26, 2026

§ 1.1.1 The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 1.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 1.3 The Architect identifies the following representative authorized to act on behalf of the Architect with respect to the Project.

(List name, address, and other contact information.)

Kyle Zick, Principal
Kyle Zick Landscape Architecture, Inc.
4228 Washington Street
Boston, MA 02131
t: 617-451-1018
e: kzick@kylezick.com

§ 1.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 1.5 The Architect and any subcontractors shall maintain the following insurance until termination of this Agreement.

§ 1.5.1 Commercial General Liability with policy limits of not less than One-Million Dollars (\$1,000,000) for each occurrence and Two-Million Dollars (\$2,000,000) in the aggregate for bodily injury and property damage.

Init.

AIA Document B102 – 2017. Copyright © 1917, 1926, 1948, 1951, 1953, 1958, 1961, 1963, 1966, 1967, 1970, 1974, 1977, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 14:32:13 ET on 07/09/2026 under Order No.500058677 which expires on 07/09/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

(1867593333)

§ 1.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One-Million Dollars (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 1.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 1.5.1 and 1.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 1.5.4 Workers' Compensation meeting State of New Hampshire statutory limits.

§ 1.5.5 Employers' Liability with policy limits not less than One-Million Dollars (\$ 1,000,000) each accident, One-Million Dollars (\$ 1,000,000) each employee, and One-Million Dollars (\$ 1,000,000) policy limit.

§ 1.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Two-Million Dollars (\$ 2,000,000) per claim and Two-Million Dollars (\$ 2,000,000) in the aggregate.

§ 1.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner, it's officials, agents, volunteers, and employees as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 1.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 1.5 prior to commencement of services.

ARTICLE 2 OWNER'S RESPONSIBILITIES

§ 2.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 2.2 The Owner identifies the following representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.
(List name, address, and other contact information.)

Dave Sharples, Town Planner
Town of Exeter
10 Front Street
Exeter, NH 03833
t: 603-773-6112
e: dsharples@exeternh.gov

§ 2.3 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

Init.

§ 2.4 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 2.5 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 2.6 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 3 COPYRIGHTS AND LICENSES

(Paragraph deleted)

§ 3.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 3.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for the purposes of evaluating, constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 5 and Article 6. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 5.4, the license granted in this Section 3.3 shall terminate.

(Paragraph deleted)

§ 3.4 Except for the licenses granted in this Article 3, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 3.5 Except as otherwise stated in Section 3.3, the provisions of this Article 3 shall survive the termination of this Agreement.

ARTICLE 4 CLAIMS AND DISPUTES

(Paragraphs deleted)

§ 4.2.4 If the parties do not resolve a dispute, the method of binding dispute resolution shall be the following:
(Check the appropriate box.)

[]

[X] Litigation in a court of competent jurisdiction

[] Other *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

Init.

AIA Document B102 – 2017. Copyright © 1917, 1926, 1948, 1951, 1953, 1958, 1961, 1963, 1966, 1967, 1970, 1974, 1977, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 14:32:13 ET on 07/09/2026 under Order No.500058677 which expires on 07/09/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents' Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

(1867593333)

(Paragraphs deleted)

ARTICLE 5 TERMINATION OR SUSPENSION

§ 5.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 5.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 5.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 5.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 5.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 5.6 If the Owner terminates this Agreement for its convenience pursuant to Section 5.5, or the Architect terminates this Agreement pursuant to Section 5.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 5.7 In addition to any amounts paid under Section 5.6, if the Owner terminates this Agreement for its convenience pursuant to Section 5.5, or the Architect terminates this Agreement pursuant to Section 5.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

n/a

.2 Licensing Fee, if the Owner intends to continue using the Architect's Instruments of Service:

n/a

§ 5.8 Except as otherwise expressly provided herein, this Agreement shall terminate

(Check the appropriate box.)

One year from the date of commencement of the Architect's services

One year from the date of Substantial Completion

Other

(Insert another termination date or refer to a termination provision in an attached document or scope of service.)

Init.

If the Owner and Architect do not select a termination date, this Agreement shall terminate one year from the date of commencement of the Architect's services.

§ 5.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 3 and Section 5.7.

ARTICLE 6 COMPENSATION

§ 6.1 The Owner shall compensate the Architect as set forth below for services described in Section 1.1, or in the attached exhibit or scope document incorporated into this Agreement in Section 9.2.

(Insert amount of, or basis for, compensation or indicate the exhibit or scope document in which compensation is provided for.)

\$34,990. Fees per KZLA proposal dated July 2, 2026

(Paragraphs deleted)

§ 6.3 Payments to the Architect

§ 6.3.1 Initial Payments

§ 6.3.1.1 An initial payment of zero dollars (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 6.3.2 Progress Payments

§ 6.3.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice.

%

§ 6.3.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 6.3.2.3 Records of Reimbursable Expenses and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 7 MISCELLANEOUS PROVISIONS

§ 7.1 This Agreement shall be governed by the law of the place (Rockingham County, New Hampshire) where the Project is located, excluding that jurisdiction's choice of law rules.

§ 7.2 Except as separately defined herein, terms in this Agreement shall have the same meaning as those in AIA Document A201™-2017, General Conditions of the Contract for Construction.

§ 7.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 7.4 The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 7.4.1 Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying

Init.

AIA Document B102 – 2017. Copyright © 1917, 1926, 1948, 1951, 1953, 1958, 1961, 1963, 1966, 1967, 1970, 1974, 1977, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 14:32:13 ET on 07/09/2026 under Order No.500058677 which expires on 07/09/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

(1867593333)

party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

§ 7.5 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 7.6 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 7.7 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 7.8 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 7.8 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 5.4.

§ 7.9 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 7.9.1. This Section 7.9 shall survive the termination of this Agreement.

§ 7.9.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 7.9.

§ 7.10 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 8 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

Indemnification

Architect shall indemnify Client and its officials, agents, volunteers and employees ("Indemnified Parties") from and against any and all liabilities, obligations, claims, damages, penalties, interest and expenses, including but not limited to reasonable attorney and paralegal fees, imposed upon, incurred or asserted against Indemnified Parties by reason of any accident, bodily injury, personal injury, death of person, economic injury or loss of or damage to property, arising to the extent, and in proportion to, out of the negligence or willful act or omission of Kyle Zick Landscape Architecture, Inc. or its officers, directors, partners, members, agents, employees, representatives, contractors or subcontractors fulfilling Architect's obligations under this

Init.

Agreement. Architect's obligation to indemnify under this paragraph shall not exceed Architect's percentage of fault as determined by agreement of the parties, arbitration, or a court of competent jurisdiction.

In addition, and regardless of respective fault, Architect shall indemnify Indemnified Parties for any cost, expenses and liabilities arising out of a claim, charge or determination that Architects' officers, directors, partners, members, agents, employees, representatives, contractors and subcontractors are employees of Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers' compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any similar obligation associated with an employment relationship.

Architect's obligations to indemnify the Indemnified Parties shall survive the term of this Agreement for a period not to exceed the applicable statute of repose for claims arising out of the design or construction of improvements to real property under New Hampshire law. Nothing in this Agreement shall be construed to require Architect to indemnify the Indemnified Parties for liability beyond that which is covered by Architect's professional liability insurance, nor to require Architect to procure insurance coverage for contractually assumed liability beyond common law liability for negligence.

ARTICLE 9 SCOPE OF THE AGREEMENT

§ 9.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 9.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document B102™-2017, Standard Form Agreement Between Owner and Architect

.3 Exhibits:
(Paragraphs deleted)

Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement.)

KZLA proposal dated July 2, 2026

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Paul Cohen Exeter Town Manager

(Printed name and title)

ARCHITECT (Signature)

Kyle Zick Principal

(Printed name, title, and license number, if required)

Init.

AIA Document B102 – 2017. Copyright © 1917, 1926, 1948, 1951, 1953, 1958, 1961, 1963, 1966, 1967, 1970, 1974, 1977, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 14:32:13 ET on 07/09/2026 under Order No.500058677 which expires on 07/09/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

(1867593333)

Additions and Deletions Report for AIA® Document B102® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:32:13 ET on 07/09/2026.

PAGE 1

AGREEMENT made as of the 9th day of July in the year 2026

...

Town of Exeter
10 Front Street
Exeter, NH 03833

...

Kyle Zick Landscape Architecture, Inc.
4228 Washington Street
Boston, MA 02131

...

Pairpoint Park
Exeter NH
Design Services
PAGE 2

Design and Engineering for Pairpoint Park, Exeter, NH. Scope of Services as described in KZLA proposed dated July 2, 2026 and Request for Qualifications RFQ o. PL 2026-01 dated April 26, 2026

...

Kyle Zick, Principal
Kyle Zick Landscape Architecture, Inc.
4228 Washington Street
Boston, MA 02131
t: 617-451-1018
e: kzick@kylezick.com

...

§ 1.5 The Architect and any subcontractors shall maintain the following insurance until termination of this Agreement. ~~If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 6.2.3.~~

§ 1.5.1 Commercial General Liability with policy limits of not less than ~~(\$One-Million Dollars~~ (\$1,000,000) for each occurrence and ~~(\$Two-Million Dollars~~ (\$2,000,000) in the aggregate for bodily injury and property damage.

§ 1.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One-Million Dollars (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

PAGE 3

§ 1.5.4 Workers' Compensation ~~at meeting State of New Hampshire~~ statutory limits.

§ 1.5.5 Employers' Liability with policy limits not less than One-Million Dollars (\$ 1,000,000) each accident, One-Million Dollars (\$ 1,000,000) each employee, and One-Million Dollars (\$ 1,000,000) policy limit.

§ 1.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Two-Million Dollars (\$ 2,000,000) per claim and Two-Million Dollars (\$ 2,000,000) in the aggregate.

§ 1.5.7 **Additional Insured Obligations.** ~~If requested by the Owner, to the~~ To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the ~~Owner-Owner, it's officials, agents, volunteers, and employees~~ as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 1.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this ~~Section 1.5.~~ Section 1.5 prior to commencement of services.

...

Dave Sharples, Town Planner
Town of Exeter
10 Front Street
Exeter, NH 03833
t: 603-773-6112
e: dsharples@exeternh.gov

PAGE 4

§ ~~3.1~~ The ~~Architect and the Owner~~ warrant that in transmitting Instruments of Service, or any other information, the ~~transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.~~

...

§ ~~3.3.1~~ ~~In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 3.3.1. The terms of this Section 3.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 5.4.~~

...

§ 4.1 General

~~§ 4.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 4.1.1.~~

~~§ 4.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.~~

~~§ 4.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 5.7.~~

§ 4.2 Mediation

~~§ 4.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.~~

~~§ 4.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.~~

~~§ 4.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.~~

~~§ 4.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 4.2, dispute, the method of binding dispute resolution shall be the following:~~

...

Arbitration pursuant to Section 4.3 of this Agreement

Litigation in a court of competent jurisdiction

PAGE 5

§ 4.3 Arbitration

~~§ 4.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.~~

~~§ 4.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.~~

~~§ 4.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.~~

~~§ 4.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.~~

~~§ 4.3.4 Consolidation or Joinder~~

~~§ 4.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).~~

~~§ 4.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.~~

~~§ 4.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 4.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.~~

~~§ 4.4 The provisions of this Article 4 shall survive the termination of this Agreement.~~

...

n/a

...

n/a

...

One year from the date of Substantial Completion

PAGE 6

\$34,990. Fees per KZLA proposal dated July 2, 2026

~~§ 6.2 Compensation for Reimbursable Expenses~~

~~§ 6.2.1 Reimbursable Expenses are in addition to compensation set forth in Section 6.1 and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:~~

- ~~1 Transportation and authorized out-of-town travel and subsistence;~~
- ~~2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;~~

- ~~.3~~ — Permitting and other fees required by authorities having jurisdiction over the Project;
- ~~.4~~ — Printing, reproductions, plots, and standard form documents;
- ~~.5~~ — Postage, handling and delivery;
- ~~.6~~ — Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- ~~.7~~ — Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- ~~.8~~ — If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- ~~.9~~ — All taxes levied on professional services and on reimbursable expenses;
- ~~.10~~ — Site office expenses;
- ~~.11~~ — Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and
- ~~.12~~ — Other similar Project-related expenditures.

~~§ 6.2.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus percent (—%) of the expenses incurred.~~

~~§ 6.2.3 Architect's Insurance. If the types and limits of coverage required in Section 1.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:
(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 1.5, and for which the Owner shall reimburse the Architect.)~~

...

~~§ 6.3.1.1 An initial payment of zero dollars (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.~~

...

~~§ 6.3.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid (—) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)~~

...

~~§ 7.1 This Agreement shall be governed by the law of the place (Rockingham County, New Hampshire) where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 4.3.~~

PAGE 7

Indemnification

Architect shall indemnify Client and its officials, agents, volunteers and employees ("Indemnified Parties") from and against any and all liabilities, obligations, claims, damages, penalties, interest and expenses, including but not limited to reasonable attorney and paralegal fees, imposed upon, incurred or asserted against Indemnified Parties by reason of any accident, bodily injury, personal injury, death of person, economic injury or loss of or damage to property, arising to the extent, and in proportion to, out of the negligence or willful act or omission of Kyle Zick Landscape

Architecture, Inc. or its officers, directors, partners, members, agents, employees, representatives, contractors or subcontractors fulfilling Architect's obligations under this Agreement. Architect's obligation to indemnify under this paragraph shall not exceed Architect's percentage of fault as determined by agreement of the parties, arbitration, or a court of competent jurisdiction.

In addition, and regardless of respective fault, Architect shall indemnify Indemnified Parties for any cost, expenses and liabilities arising out of a claim, charge or determination that Architects' officers, directors, partners, members, agents, employees, representatives, contractors and subcontractors are employees of Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers' compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any similar obligation associated with an employment relationship.

Architect's obligations to indemnify the Indemnified Parties shall survive the term of this Agreement for a period not to exceed the applicable statute of repose for claims arising out of the design or construction of improvements to real property under New Hampshire law. Nothing in this Agreement shall be construed to require Architect to indemnify the Indemnified Parties for liability beyond that which is covered by Architect's professional liability insurance, nor to require Architect to procure insurance coverage for contractually assumed liability beyond common law liability for negligence.

PAGE 8

~~.2~~ — Building Information Modeling Exhibit, if completed:

...

~~.3~~ Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)

— AIA Document E204™ 2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

...

Other Exhibits incorporated into this Agreement:

...

KZLA proposal dated July 2, 2026

~~.4~~ — Other documents:
(List other documents, including the Architect's scope of services document, hereby incorporated into the Agreement.)

...

Paul Cohen Exeter Town Manager

Kyle Zick Principal

Certification of Document's Authenticity

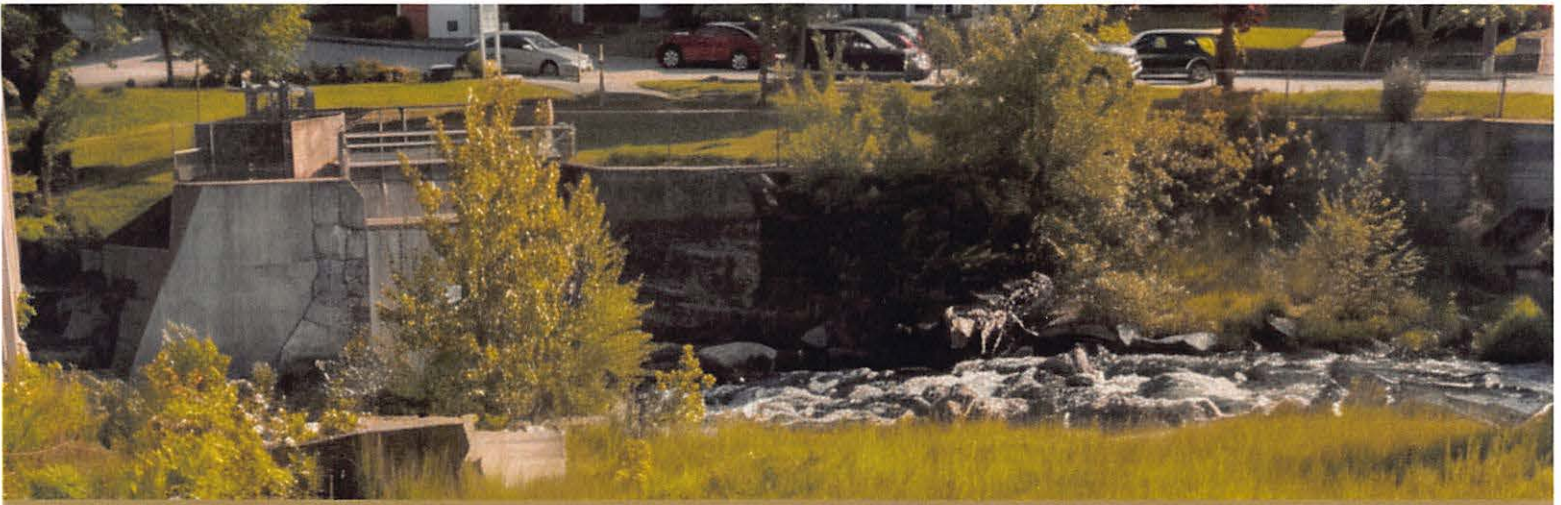
AIA® Document D401™ – 2003

I, _____, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:32:13 ET on 07/09/2026 under Order No. 500058677 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B102™ – 2017, Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect's Services, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)



EXETER PLANNING DEPARTMENT

Pairpoint Park



EXETER, NH | RFQ NO. PL 2026-01 | MAY 22, 2026

kzla

KYLE ZICK LANDSCAPE ARCHITECTURE, INC.
4228 WASHINGTON STREET
BOSTON, MA 02108

(617) 451-1018
WWW.KYLEZICK.COM

Table of Contents

1. COVER LETTER

- Introduction and Understanding of the Project

2. TEAM COMPOSITION

- Landscape Architect
- Civil Engineer

3. RELEVANT EXPERIENCE

- Rachel Revere Park
- Charlestown Peace Park
- Codman Park
- Adams Park
- Osprey Park
- Design Details

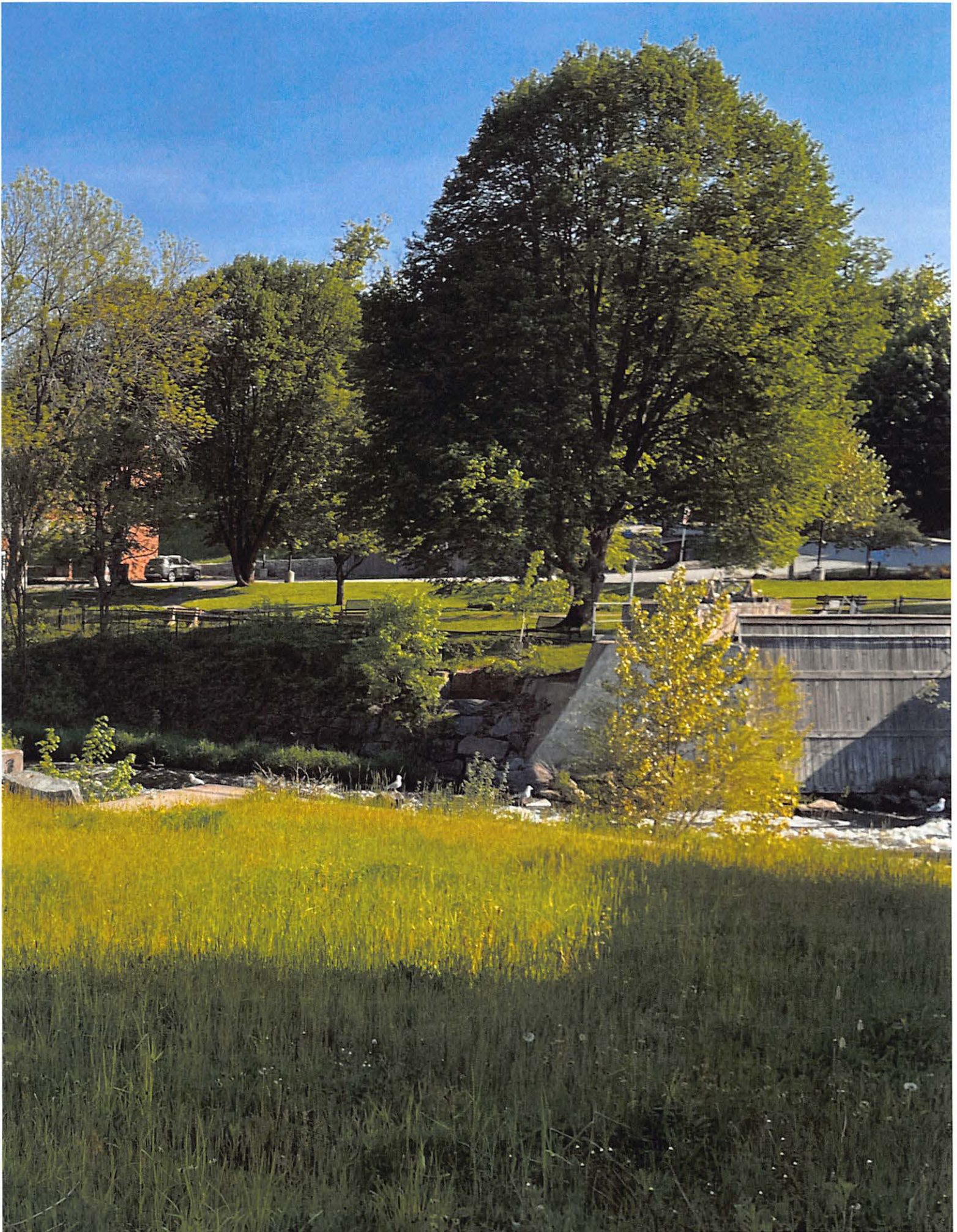
4. PROJECT APPROACH

- Phase I: Design Development
- Phase II: LCSW Grant Support
- Coordination Throughout Project

5. KEY PERSONNEL

- Landscape Architecture Team
- Civil Engineering Team

6. REFERENCES



May 19, 2026

Dave Sharples
Town of Exeter Planning Department
10 Front Street
Exeter, NH 03833

Dear Mr. Sharples,

KZLA started working in Exeter in 2015, when we began working with Phillips Exeter Academy on a range of landscape projects. Those projects taught us about the region's material palette, the durability demands of a New Hampshire climate, and the planting strategies that work best. But everytime we got off the train or stopped in town for coffee on our way to a site, we learned that the town has its own character, distinct from the campus that runs through it.

The river, the downtown, and civic life all meet at a scale and texture worth enhancing, worth separating from the institution next door. Knowing the academy's landscape positions us to depart from it deliberately.

The Shady Bosque concept enhances the distinction: a flexible space with movable seating, a descent to a river overlook, and interpretive connections to the river, the Squamscott River, and on to Great Bay. The concept treats the slope as an asset and the river as a destination, balancing lively communal space with quieter pockets that add grain to entire downtown experience. We would welcome the opportunity to carry that vision through design development and into construction.

We are Kyle Zick Landscape Architecture, an eight-person firm based in Boston, licensed in New Hampshire and practicing throughout the Northeast. Our work centers on civic landscapes: parks, plazas, historic grounds, and community spaces that need to hold up under daily, public use and seasonal changes. We are drawn to projects like Pairpoint Park precisely because they ask a lot of a small site: this 3,200-square-foot corner needs to feel like a generous, inviting place in the heart of downtown.

We understand that the LWCF grant process will shape this project and design. Our deliverables will support the town by providing tools to build community excitement and move the whole design and construction phases forward.

Thank you for considering our qualifications.

Sincerely,



Kyle Zick, ASLA
President, KZLA

Kyle Zick Landscape Architecture, Inc.
4228 Washington Street, Boston, MA, 02131 | t: 617-451-1018
e: kzick@kylezick.com | www.kylezick.com

Team Composition



PRIME CONSULTANT

Kyle Zick Landscape Architecture

Eight-person landscape architecture firm specializing in civic parks, historic landscapes, and community spaces. Licensed in New Hampshire with direct project experience in small-but-lively urban spaces and in Exeter.

Boston, MA

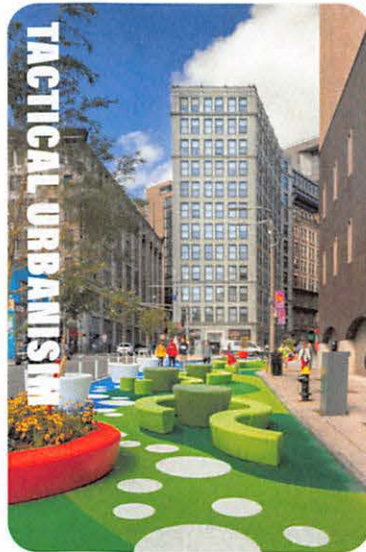
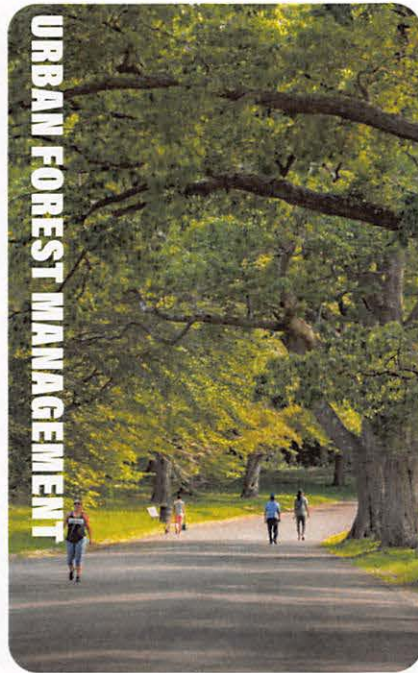
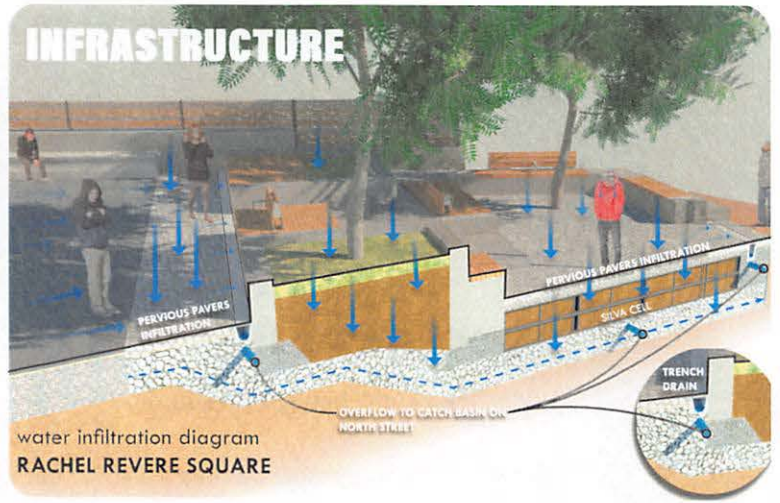
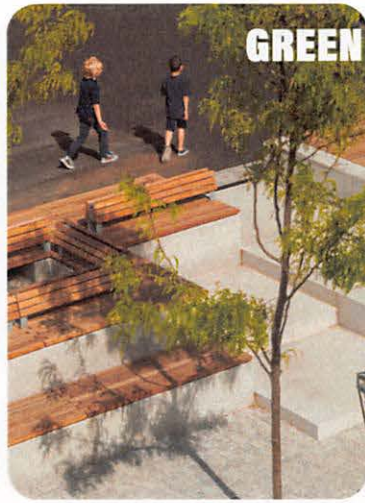
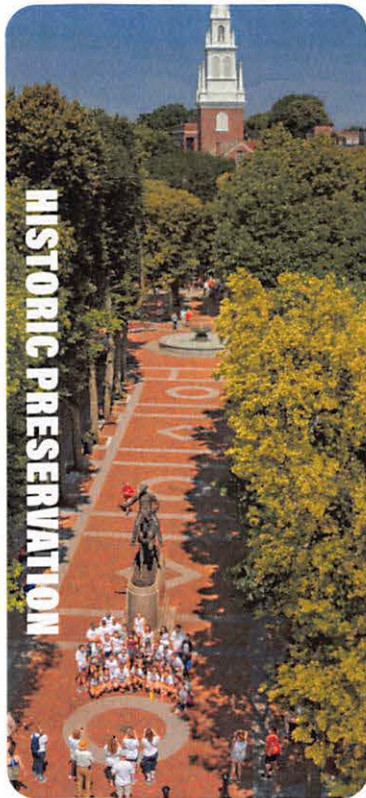


SUBCONSULTANT

Waterfield Design Group

Civil engineering subconsultant providing drainage, grading, stormwater management, and infrastructure design. Experienced in parks, streetscape, and LID systems throughout New England.

Winchester, MA



kzla



Relevant Experience

CLOSEST MATCH

RACHEL REVERE SQUARE

Historic urban square transformed to accommodate multiple community uses from daily neighborhood life to special events.

CLOSE MATCH

CHARLESTOWN PEACE PARK

Memorial park on a compact urban site where buildings used to stand. Custom precast detailing and layered planting create distinct rooms for gathering and reflection within a 6,900-square-foot footprint.

CLOSE MATCH

CODMAN SQUARE PARK

Neighborhood park redesigned to unify public open space with adjacent church grounds into a single civic anchor. Flexible layout and integrated public art give the square a distinct identity rooted in Codman Square's heritage.

CIVIC FRONT DOOR

ADAMS PARK

Central civic open space serving as the front door to Roslindale's library, businesses, and public realm. Designed to accommodate daily use and seasonal events.

LWCF EXPERIENCE

OSPREY OVERLOOK PARK

Grant-funded waterfront trail and promontory with interpretive signage, seating, and an accessible route through an ecologically sensitive coastal landscape.

RACHEL REVERE SQUARE



Client:

City of Boston Parks and Recreation Department

Location:

North End, Boston, MA

Size:

4,400 SF (.1 Acres)

Duration:

2015-2017

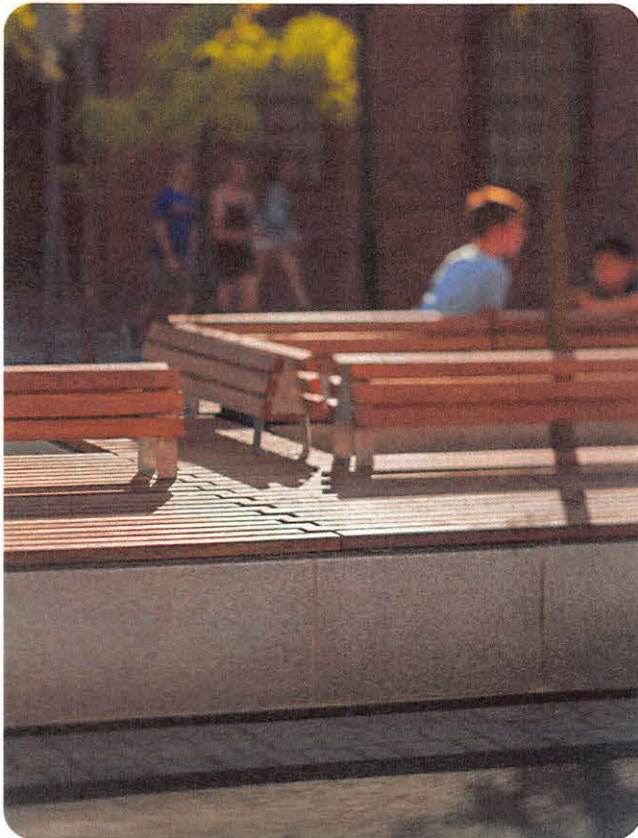
Rachel Revere Square sits across from Paul Revere's House on Boston's Freedom Trail, capturing the historic home in countless tourist photographs. But beyond its postcard appeal, the square serves as a vital gathering place for North End residents—hosting informal ball games, community events, passive use, and even weddings. By 2017, the tired materials and deteriorating surfaces no longer supported this range of activities.

KZLA's design transformed the space into a flexible hardscape that accommodates everything from daily neighborhood life to special events. New trees and wood bench overlays soften the granite and cobble paving, creating welcoming places to linger while maintaining the durability needed for high foot traffic and varied uses.

Critical to the design's success was integrating green infrastructure into this intensively paved urban square. The first inch of stormwater is retained and infiltrated on-site through subsurface planting cells with compacted topsoil. A modular suspended pavement system allows tree roots access to de-compacted planting soil while providing the structural support necessary for urban tree health and longevity—ensuring the square's canopy will thrive for generations.



water infiltration diagram
RACHEL REVERE SQUARE



CHARLESTOWN PEACE PARK



Client:

City of Boston

Boston Planning &
Development Agency

Location:

Charlestown, MA

Size:

6900 SF (.15 Acres)

Duration:

2021 to 2026

Charlestown Peace Park is a revitalized green space in Boston's Charlestown neighborhood. The park serves as a place where remembrance, community, and healing come together. Designed to honor victims of substance use and overdose, the park offers a contemplative environment that supports both individual reflection and collective gathering.

The landscape transforms a previously underutilized site, mostly hardscaped, into a welcoming sanctuary woven into the fabric of the neighborhood. A custom precast concrete ribbon forms the park's defining gesture, guiding visitors through the space with movement and meaning. Engraved in the ribbon are quotes of peace and shared humanity.

Planting areas frame intimate nooks for quiet contemplation, while flexible gathering spaces accommodate community events, vigils, and conversations. The design emphasizes softness and calm through layered plantings, shade, and comfortable seating.

The park is currently under construction and is anticipated to open Spring 2026.

CODMAN SQUARE PARK



Client:

Codman Square
Neighborhood Council

Location:

Boston, MA

Size:

2 acres

Duration:

2018 to 2025

Codman Square Park was created in the 1990s by re-routing a street and developing a simple green space. The space was much needed, but has not fulfilled the programming and spatial needs that the community desires. KZLA was hired to re-imagine the park with a uniquely Codman Square identity, flexible use and the integration of art.

The park boundaries will be expanded combining with open space surrounding Second Church and highlighting the heart of Codman Square. KZLA has collaborated with Destiny Palmer a local artist to develop a sculpture that reads "I AM CODMAN" to celebrate the local heritage.

ADAMS PARK

Pairpoint Park RFQ



Client:

Parks & Recreation
Department

City of Boston

Location:

Roslindale, MA

Size:

.75 Acres

Duration:

2013-2014

In the heart of Roslindale, Adams Park is the central civic open space for this neighborhood of Boston. The park serves as the front door to the municipal library, businesses, and the public realm.

KZLA developed a landscape approach for this beloved open space to accommodate daily use, the extremely popular farmer's market, and special events such as the annual Easter egg hunt, holiday tree lighting, and movies on the lawn. Protection of the existing tree canopy was paramount to the success of this project, as was creating a variety of outdoor spaces for social interaction.

OSPREY OVERLOOK PARK



Client:

Department of Planning & Community Development,

Town of Weymouth

Location:

East Weymouth, MA

Size:

3/4-Mile Loop Trail

Duration:

2016-2017

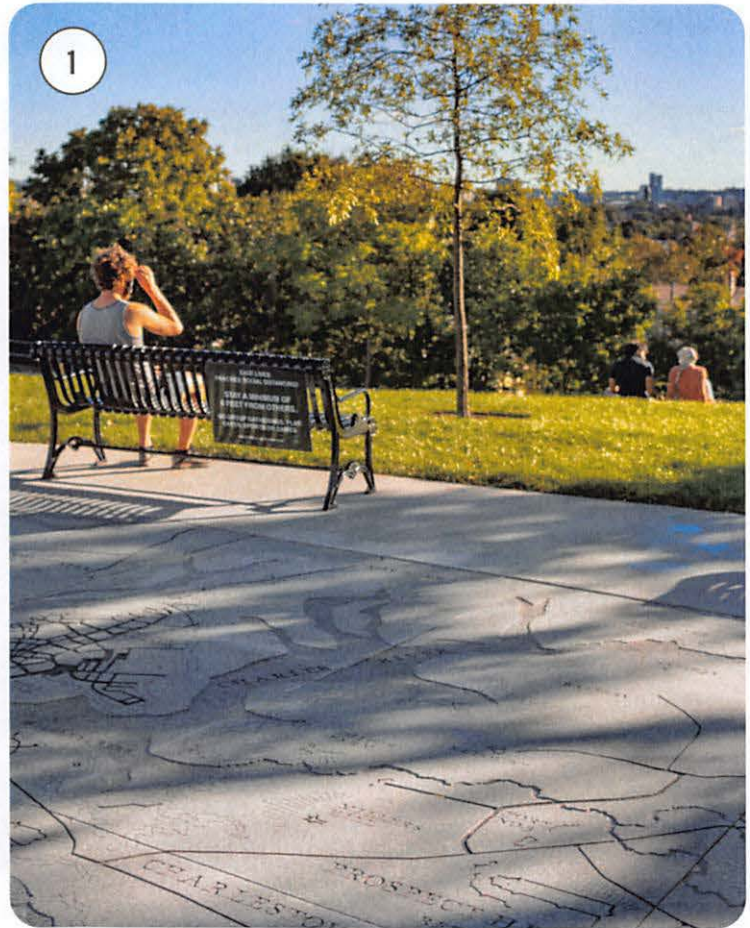
For the Town of Weymouth, KZLA prepared plans to convert the existing gravel access road for the Town's capped landfill into a hiking and biking trail. The trail is the second phase of the Back River Trail extension and connects to the popular Great Esker Park trail and a East Weymouth neighborhood to the south.

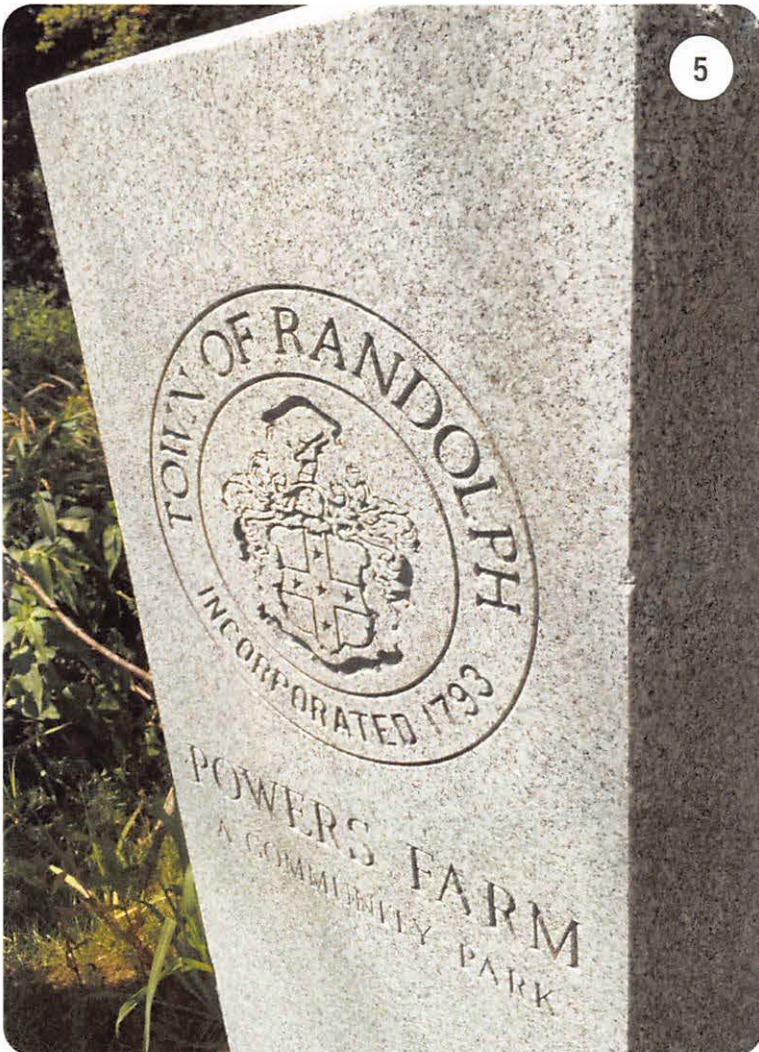
The trail loops the landfill site, providing stunning views of the salt marsh along the Fore River which is part of the Fore River Area of Critical Environmental Concern (ACEC). A new promontory provides excellent views of the multiple osprey towers along the ACEC along with seating, interpretive, and wayfinding signage. A portion of the trail provides an accessible route across the landscape.

The planning process included permitting with DEP, MEPA, and the local Conservation Commission.

DESIGN DETAILS

- 1 Interpretive Paving at Prospect Hill
- 2 Wall With Quote at Peace Park
- 3 Local Artist Coordination at Codman Square
- 4 Signage for Buena Vista Urban Wild
- 5 Engraved Granite at Powers Farm
- 6 Intricate Paving at Parcel 25





Project Approach

PHASE I: DESIGN DEVELOPMENT

The Shady Bosque concept works because it treats the site's slope as an opportunity to experience the river, using the oxbow as a guiding framework. It gives a small site the feeling of multiple rooms: entrance, bosque, plaza, and boardwalk overlook that can all serve both daily use and special events.

If we zoom out, it adds to the riverfront experience that threads through downtown, a stitch that continues the language from crossing the bridge on High Street to the Waterfront Park to the northwest. The references to the Great Bay Estuary ground the design in the Town of Exeter.

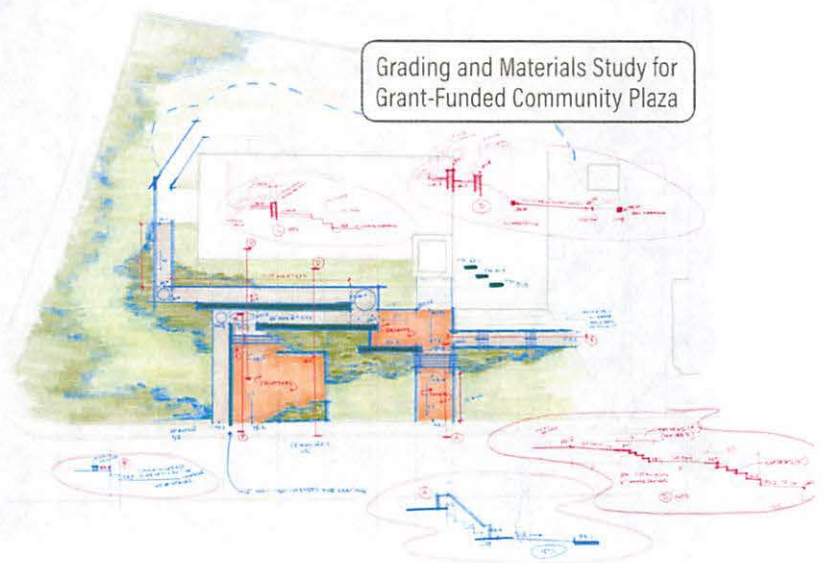
Our work in Phase 1 is to take these ideas and make them buildable. The most significant adaptation will be the path geometry. The spiral walk that organizes the plan is a curved ramp, which is not permitted under ADA accessibility standards. We will need to rework the circulation into compliant ramp segments while preserving the sense of gradual descent and discovery that makes the concept compelling. Getting this right is the challenge for us: preserving the concept while rigorously testing the design.

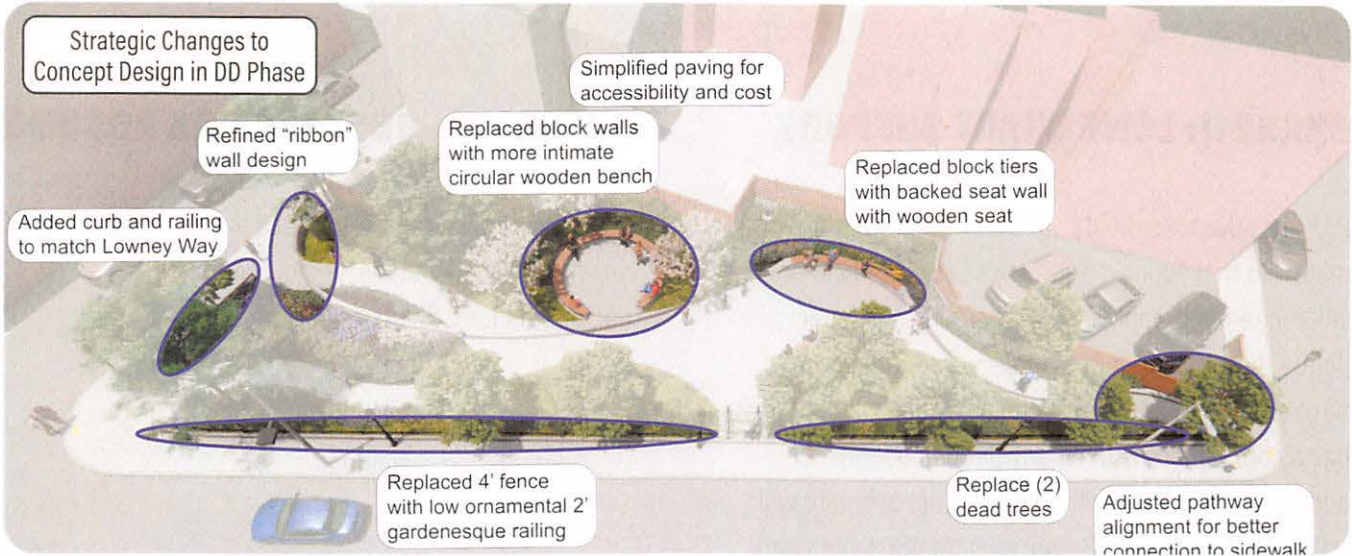
Beyond accessibility, we will work through grading and drainage with our civil engineer Waterfield Design Group to incorporate low-impact design, coordinate interpretive elements and donor signage, refine materials, study furnishing alternatives like swing benches, and prepare an opinion of probable cost. The

cost estimate will set up the phasing strategy in Phase 2. One design review meeting with Town staff and the Advisory Committee will confirm direction before we move forward.

Deliverables:

- Existing conditions analysis
- Design development drawings
 - Site Plan
 - Grading Plan
 - Planting Palette
 - Materials Study
 - Furnishing Study and Kinetic Opportunities
 - Interpretation and Signage Strategy
- Opinion of probable cost





Allium 'Millenium'
Ornamental Onion



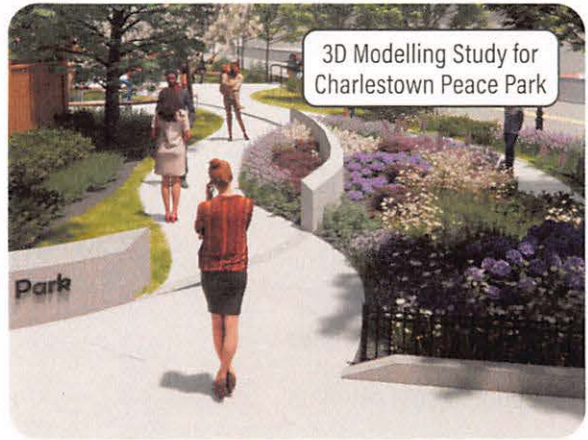
Carex flacca 'Blue Zinger'
Blue Sedge



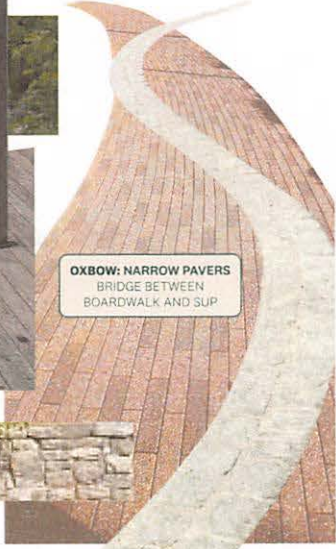
Andropogon gerardii
Big Bluestem



Echinacea purpurea
Purple Coneflower



Materials Board for Riverfront Site



PHASE II: LCWF GRANT SUPPORT

Phase 2 advances the design work from DD into materials that support the Town's LWCF application. We will refine the graphics to grant-submission quality, define the LWCF project boundary, and formalize the base scope and additive elements strategy so the Town has a core project with clearly defined options for additional investment. An updated cost estimate will reflect that structure. We will present the design and grant strategy to the Select Board.

Deliverables:

- Grant-ready graphics with 3D Modelling and Renderings
- LWCF boundary definition
- Base/additive strategy
- Updated cost estimate
- Select Board presentation materials

PHASE III: CONSTRUCTION DOCUMENTS

If funding is secured, we advance to 100% construction drawings, specifications, and civil engineering documents for bidding.

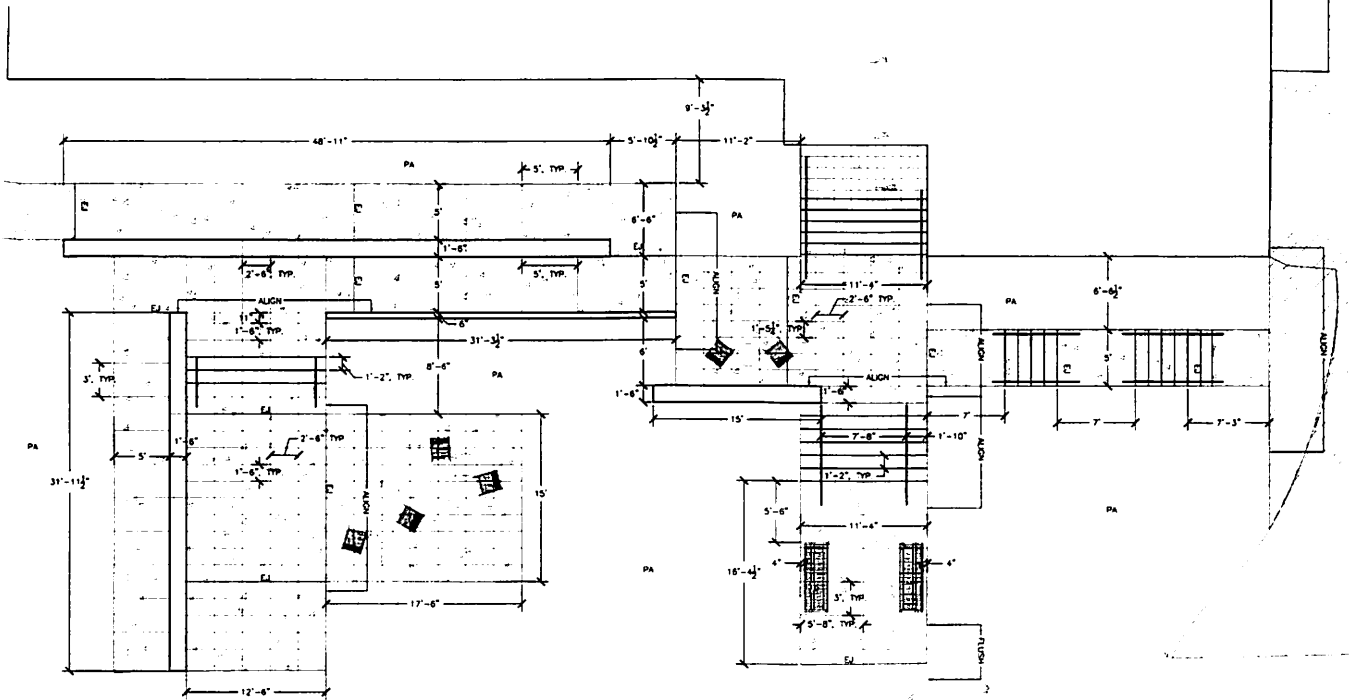
Deliverables:

- Construction drawings
 - Cover Sheet
 - Site Prep Plan
 - Erosion and Sedimentation Control
 - Layout and Materials Plan
 - Grading Plan
 - Drainage Plan
 - Planting Plan
 - Site Details
- Civil Drawings
- Specifications
- Submittals for Town Review at 50%, 90%, and 100%

LEGEND

- L.O.S. --- LIMIT OF WORK LINE
- [Hatched Box] ASPHALT PAVING
- [Dotted Box] CONCRETE PAVING
- [Solid Box] GRANITE
- [Circle with 'A'] ASPHALT PAVING - ADD ALT #2
- [Circle with 'H'] HANDRAIL
- [Circle with 'EJ'] EXPANSION JOINT
- [Circle with 'PA'] PLANTING AREA

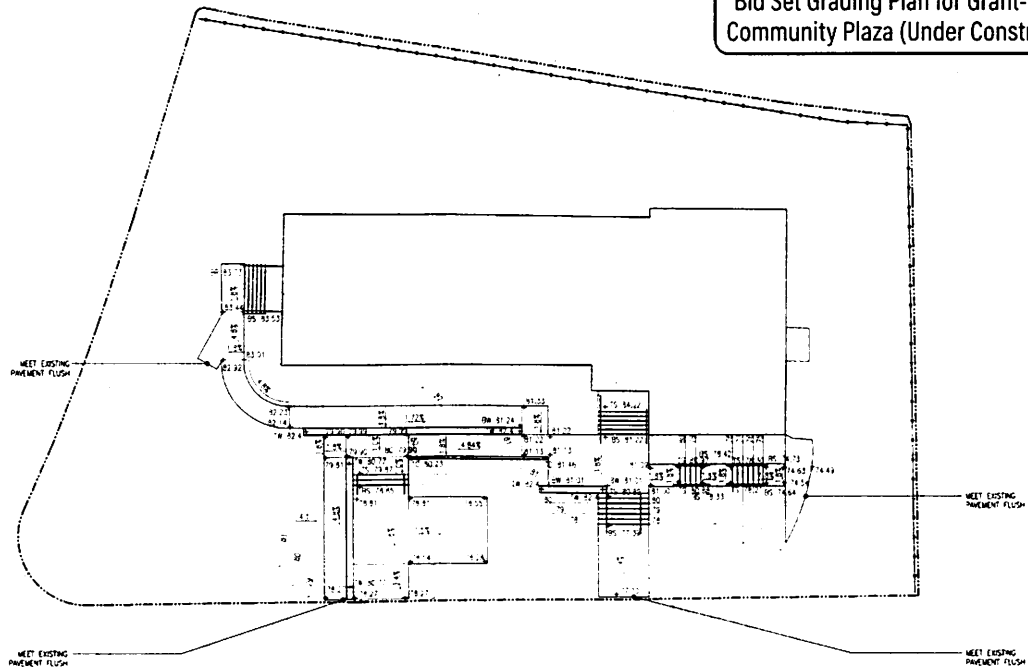
Bid Set Materials Plan Enlargement for Grant-Funded Community Plaza (Under Construction)



LEGEND

- L.O.S. --- LIMIT OF WORK LINE

Bid Set Grading Plan for Grant-Funded Community Plaza (Under Construction)



Key Personnel

KYLE ZICK LANDSCAPE ARCHITECTURE



PRINCIPAL IN CHARGE

KYLE ZICK, ASLA

Design direction, senior review, and 30+ years navigating historic and urban contexts.



PROJECT MANAGER

EMILY KELLY, RLA

Thoughtful design, deep attention to material palettes, and planting strategies. Pulls the important elements together to enhance a sense of place.

WATERFIELD DESIGN GROUP



PRINCIPAL IN CHARGE

CRAIG MILLER, PE

Civil engineering leadership, stormwater and infrastructure design, public process coordination.



SENIOR CIVIL ENGINEER

JACOB MURRAY, PE, LEED AP

Site grading, drainage design, LID systems, and permitting for parks and recreation projects.



KYLE S. ZICK, ASLA

PRINCIPAL IN CHARGE

Kyle Zick has practiced landscape architecture for more than 30 years, with expertise in historic sites, passive parks, trails, ecologically sensitive sites, and recreational facilities.

For Boston Parks and Recreation, Kyle led the redesign of the Medal of Honor play area in South Boston, a compact, highly active space with custom graphics, benches, and a splash pad. He is completing construction administration of the playground expansion and has more recently led the redesign of Mission Hill Playground and the Comprehensive Plan for Ringer Park in Allston.

Kyle completed landscape rehabilitation plans for “The Prado” in Boston’s North End, an urban mall designed in the 1930s by landscape architect Arthur Shurcliff. The plan addresses materials conservation, bronze restoration, drainage, and fountain equipment replacement.

For the National Park Service at Gateway National Recreation Area in New York City, Kyle led the redesign of four play areas damaged by Hurricane Sandy, each taking design cues from its context: historic airfield or natural dune landscape. He also completed a comprehensive trails master plan for Gettysburg National Battlefield encompassing over 6,700 acres, balancing improved access with protection of natural resources, viewsheds, and archeology.

For the Emerald Necklace Conservancy, Kyle completed a tree management plan for Frederick Law Olmsted’s Emerald Necklace parks in Boston and Brookline. KZLA led a team that assessed historic trees, woodlands, and riparian corridors and outlined their long-term management, guiding numerous planting and pruning projects since.

For the Town of Randolph, Kyle consulted from 2012 to 2016 to develop a 20-acre former farm for public recreation, balancing access with protection of an Atlantic white cedar swamp, wet meadow, agricultural fields, and woodlands.

Education:

Purdue University, B.S. in
Landscape Architecture, 1993

Heriot Watt University,
Edinburgh College of Art,
1990-1991

Registration:

Massachusetts #1163
Connecticut #1232
Maine #4747
New Hampshire #108
New York #002262
Rhode Island #468
Vermont #125.0133723
Virginia # 0406001975
CLARB Registration #38640

Affiliations:

Member ASLA, American Society
of Landscape Architecture

Board member:

Friends of Fairsted, non-profit
partner of Frederick Law Olmsted
National Historic Site

KYLE S. ZICK, ASLA

(CONTINUED)

Lectures and Panels:

- "Landscape Planning and Preservation - Modern Non-invasive Techniques and Methods," Massachusetts Historic Preservation Conference, 2019
- "Outdoor Accessibility Standards and the Design of Unpaved Trails," National Park Service Minute Man National Historical Park Trails Conference, 2018
- Boston Society of Landscape Architects, Juror for Design Awards, 2016
- "Opening Conservation Lands to People with Disabilities," Massachusetts Land Conservation Conference, 2016
- "Landscape Architecture Storytelling," University of Rhode Island, 2015
- "Climate Change a Call for Action," Preservation Massachusetts, 2015
- Boston Society of Landscape Architects, Juror for Design Awards, 2011
- "Green Infrastructure," Congress for New Urbanism Summit, 2011

Awards:

- Boston Society of Landscape Architects, Phillips Square Tactical Plaza, Chinatown, Boston, Massachusetts, Merit Award, 2020
- Boston Preservation Alliance, Stewardship Award, Franklin Park, 2019
- Massachusetts Historical Commission, Preservation Award for Rehabilitation & Restoration, Granary Burying Grounds Entrance Gate and Fence, 2016
- Boston Society of Landscape Architects, Emerald Necklace Tree Inventory, Conditions Assessment and Management Plan, Boston & Brookline, Massachusetts, Honor Award, 2015
- Boston Society of Landscape Architects, Powers Farm Master Plan, Randolph, Massachusetts, Merit Award, 2013
- Boston Society of Landscape Architects, 80 William Street, Wellesley, Massachusetts, Merit Award, 2013
- Designing the Parks, Merit Award from the National Park Service, Minute Man National Historical Park, 2010



EMILY KELLY, RLA

PROJECT MANAGER

Emily is drawn to the dynamic space where playful creativity meets practical implementation. She is a resident of the New Hampshire seacoast and a licensed Landscape Architect with seven years of experience in park design, historic landscapes, and civic spaces, practicing in both the Bay Area and New England.

At a previous firm, she played a major role in the design of the 11th Street Paseo in Mariposa, California: a former building site with nine feet of grade change across a compact footprint, connecting the town's main street to the creek corridor below. The project demanded careful grading, durable materials, and a design that made a small, sloped space feel generous and worth lingering in.

Her recent work at KZLA includes colorful playgrounds, cozy plaza spaces, the development of landscape detail standards, sensitive treatment of historic landscapes, and campus work. She is drawn to small-footprint projects that are rich in thoughtful texture and human-scale experience, spaces where every detail matters. Across typologies and project phases, she incorporates hand sketching at every opportunity and has experience presenting design concepts to municipal bodies and community organizations.

Emily contributes at every project phase, from strategic master planning, to presentation design, to detail drafting. Her work is characterized by creative innovation and meticulous attention to technical detail, ensuring projects are not only beautiful and functional but also constructible and maintainable.

Education:

Clemson University,
Master of Landscape
Architecture, 2019

College of Charleston,
Bachelor of Arts,
Studio Art, 2014

Registration:

Maine #LAR5839

Awards:

- ASLA Northern California, Ashland Zócalo, Ashland, California, Honor Award for General Design, 2026 (WRT)
- SARA NY Student Winner, 2019
- College of Charleston Outstanding Student Award, Studio Art, 2014



Introduction

Waterfield Design Group (WDG) provides full service civil engineering, structural engineering, architecture, landscape architecture, planning, permitting, and construction management services for public and private sector projects.

Our clients include national and international governments; state agencies; city / town / county governments; colleges / universities / secondary schools; hospitals; and large and small scale private sector developers in the areas of residential, retail, commercial (office / R&D), entertainment, and mixed-use (lifestyle).

We provide extensive due diligence planning for projects of all types to determine economic and physical viability. We are specialists in Communication and the art of Image-Building. We excel in the public process whether it be in complex permitting, abutter relations, project identity, consensus development, or public Charrettes.

We blend great vision in planning to create compelling designs that maximize property values and establish a distinctive **Sense of Place** while creating attractive and dynamic economic growth for the communities, neighborhoods, campuses, and the regions in which they serve.

Our graphic designers create marketing approaches for all of our projects, establishing the **Brand and Identity** of the region, place, or project facilitating a deeper and accelerated adoption of the goals and objectives of our projects in the hearts and minds of our client's consumers, constituents, and opponents.

We are **LEED** certified and have been trained by the **National Charrette Institute** and the **Form Based Codes Institute** for leadership of complex and sophisticated public processes / communication and the development of successful urban and regional development plans.

Our development philosophies endorse **Smart Growth** and **Transit Oriented Development** practices wherever practical, acknowledging that every community has its own unique set of needs and solutions.

We establish opportunities to create economic growth and cultural / social development through our understandings of the dynamic systems that directly affect the productivity and quality of life of people in every segment of life throughout the developed and the developing world.

- Residential Subdivisions
- Retail Development
- Office / Commercial
- Community Planning
- Transportation Planning & Engineering
- Water Supply & Distribution
- Sanitary Sewer Systems
- Roadway & Highway Design
- Traffic Study, Analysis, & Design
- Bridge Design, Rating & Inspection
- Railway Track Design
- Mass Transit Planning & Design
- Stormwater Drainage & Watershed Analyses
- Community Development & Urban Planning
- Streetscape & Pedestrian Access
- Parks & Recreation
- Wetland Delineation
- Open Space Planning & Conservation
- Master Planning
- College & Prep School Planning & Development
- Medical Campus Planning & Development
- Playgrounds
- Retaining Walls, Foundations, Buildings & Special Structures
- Economic Growth & Development Consulting
- Indoor & Outdoor Plant Selection
- Permitting
- Program Management
- Construction Management
- Public Relations & Communication
- Utilities



NCICharretteSystem

SmartGrowth



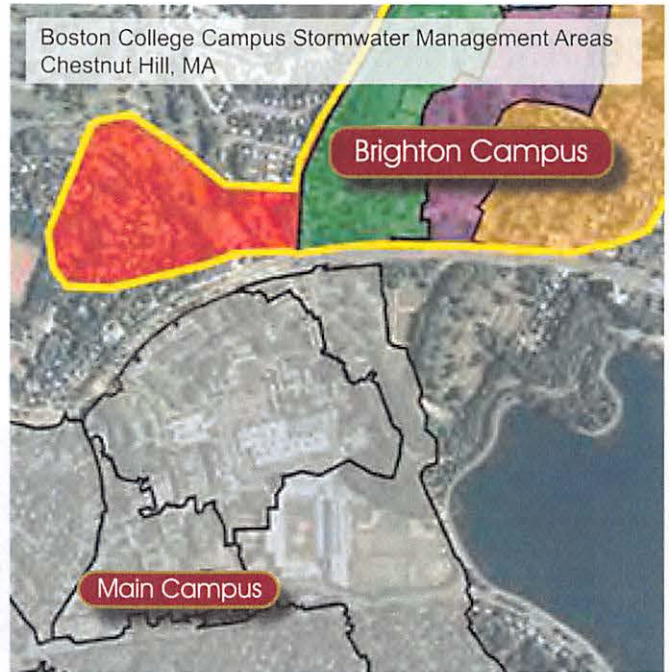


Stormwater, Water Supply & Wastewater Management

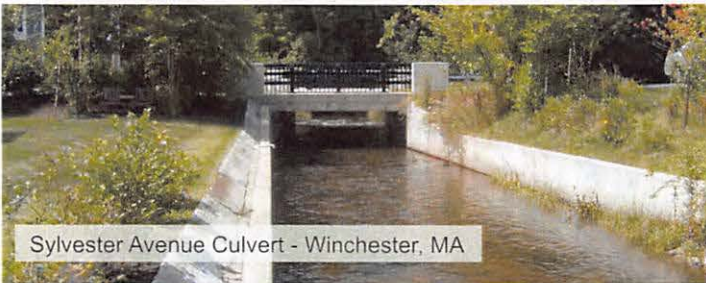
Our stormwater, wastewater, and water supply engineering is a very robust part of our total services practice. We have prepared stormwater analysis and flood protection engineering for watersheds from 5 to 5,000 acres located in complex urban and decidedly rural environments.

Our wastewater engineers have designed dozens of different sanitary treatment systems up to 50,000 gallons per day in size for public sector and private sector owners / operations located throughout New England. Our work includes force main systems, sanitary pumps, and distribution from local feeders to regional trunk lines (12 feet in diameter).

Finally, our water supply work includes water supply pump stations, pump systems, water source design, water reservoir storage, water distribution, and water systems testing for largely government and municipal owners.



Scituate Housing Authority Septic Upgrade - Scituate, MA



Sylvester Avenue Culvert - Winchester, MA



James Brook Culvert - Cohasset, MA



Boston College Conte Forum - Chestnut Hill, MA



Derby Street Shoppes, Hingham MA



Parks & Recreation

A significant advantage of our firm's capabilities is the dovetail that exists between our civil engineers and our landscape architects. Nowhere is this more valuable than in our development of parks, playgrounds, and recreational facilities.

We design high school, college and professional level sports surfaces for baseball, football, lacrosse, soccer, field hockey, basketball, tennis, and track & field using natural and artificial materials. We also design child play structures and facilities for all ages including water spray features, outdoor classrooms, and day care.



CRAIG R. MILLER, PE

Director of Planning & Design
Senior Civil / Structural / Transportation Engineer & Planner
President & Principal-in-Charge

As a senior civil, structural, and transportation engineer, Mr. Miller has extensive experience in mass transit, roadway design, urban planning, higher education facilities, national and regional economic growth strategies, community development, international development, permitting, heavy infrastructure, public communication, housing, major entertainment facilities, retail & commercial development, and construction.

Craig has been involved in all aspects of the design process from planning and concepts through final design and construction. He produces dynamic vision and helps establish brand identities for projects, expanding the horizon of communication and consensus where many diverse goals and objectives may exist.

He has experience working in all aspects of the outside built and natural environment as well as buildings and structures.

Craig has an extensive background working with infrastructure and economic growth for emerging nations in Africa, Latin America, and the Caribbean.

EDUCATION

University of Lowell, Bachelor of Science Civil Engineering 1989
Bentley College, selected course work towards Masters in Business Administration

PROFESSIONAL REGISTRATIONS

Professional Engineer, Civil / Structural - MA, ME, OH, VT, RI, FL, TN
FHWA Certified - Safety Inspection of In-Service Bridges
FHWA Certified - Stream Stability & Scour at Highway Bridges
FHWA Certified - Non Destructive Test Methods for Steel Bridges
FHWA Certified - Bridge Coatings Inspection
Harvard Univ. & Nat'l Charrette Institute - Complex Public Meeting Facilitation Training
Form Based Zoning Code Certification

PROFESSIONAL AFFILIATIONS

Vice President - Metro Chapter, Mass. Society of Professional Engineers (1999-2002)
Chairman - National Engineers Week Committee Boston-MSPE (2001)
National Chairman - NSPE Prof. Engineers in Private Practice (PEPP) 2003
President - Hope for the Children of Haiti (1998-2002)
President - ROME Foundation International, Tampa, Florida 2004

Boston Society of Civil Engineers (BSCES) & American Soc. of Civil Enginrs (ASCE)
National Society of Professional Engineers (NSPE)
Massachusetts Society of Professional Engineers (MSPE)
Women's Transportation Seminar (WTS)
National Trust for Historic Preservation
Middlesex Canal Commission Member

Board of Directors – Salvation Army of Greater Boston 2022 - Present
Board of Directors—Boston Greenspace Alliance (2003 to 2005)
Board of Directors—UMass-Lowell Civil Eng. Dept. Advisory Board (2004-2015)
Board of Directors—The ROME Foundation, Haiti & Tampa, FL (1999 to 2009)
Board of Directors—Hope for the Children of Haiti (1996—2002; 2017-Present)
Board of Directors—National Engineers Week Committee Boston-MSPE (1994-2001)
Board of Directors—MSPE Metro Chapter 1995-2001
Board of Directors – Life Giving Water Int'l – Ecuador 2015-Present

Co-Founder – UMass Lowell Institute for Sustainable Infrastructure (ISI)

AWARDS

Ralph Horne Award – Boston Society of Civil Engineers – 2001 (for work in Haiti)
Ralph Horne Award – Boston Society of Civil Engineers – 2010 (for cont'd work in Haiti)
Massachusetts Young Engineer of the Year—Mass. Society of Prof. Engineers —2002
National Young Engineer of the Year—National Society of Prof. Engineers —2002
Outstanding Service Award—NSPE Prof. Eng. in Private Practice (PEPP)—2003
Top 40 Under 40 Business Leaders Award—Boston Business Journal—2003
Francis Cabot Lowell Alumni Award for Engineering—UMass Lowell —2003

LANGUAGES

Moderately fluent in French and Haitian Creole

CRAIG R. MILLER, PE

(continued)

OVERVIEW

Mr. Miller is an experienced licensed professional engineer (35 years) with a very diverse skillset. In addition to the professional engineering background summarized on the pages below, he has extensive construction management experience and has served as an at-risk General Contractor on numerous projects, handling all aspects of the production, scheduling, management, quality, payment, and final close out process. Mr. Miller has architectural design and planning experience including interior design and landscape architecture and has led design, assessment and construction of many different types of buildings including residential, commercial, and industrial. He has successfully acted as a lead land developer ensuring successful and profitable outcomes in all facets of the new development process including acquisition, planning, design, construction, marketing, brand development, communication, media relations, sales, insurance, contracts, and close out.

Mr. Miller teaches and lectures occasionally at the University level, emphasizing the important role of the civil engineer in the planning and development of global land-use and development cast against the urgent need for the conservation of natural resources and the implementation of sustainable energy, food, security, and access.

As an experienced principal-level professional engineer, his engineering background includes land use, land surveying, grading, drainage, flood analysis and flood management, all aspects of transportation (pedestrian, vehicle, mass transit, shipping, logistics), parking, roadways, bridges, water, wastewater, utilities, soils, and environmental protection. He has been extensively involved in all aspects of the design process from inception, vision, planning, design production, bidding, and construction management.

SAMPLE REPRESENTATIVE PROJECTS

City of Attleboro DPW Satellite Fuel & Storage Depot

Project manager and design lead for the planning and site design of a 7 acre site, converting it into a modern fueling depot and storage depot. Extensive drainage and wetland impacts were reconciled and a creative vehicle access traffic design was required due to the unusual existing geometry of the abutting public street. Extensive public coordination and permitting.

Town of Belmont DPW Highland Meadow Cemetery Survey & Site Enhancements

Project director for the installation of new horizontal marker system and updated reconciliation of all sold, occupied, and open burial plots. Full site survey of entire 14 acre site was also performed.

Town of Arlington DPW Cooke's Hollow Mt. Pleasant Cemetery Expansion

Project manager and design lead for the planning and site design to implement significant park and open space enhancements to a historically significant riverfront area that the Town Cemetery Commission was looking to creative use a future expansion site. Integrated public park and passive open space principles into the cemetery's use of the sensitive site while also creating stormwater flood mitigation enhancements. Extensive public participation and environmental permitting.

Town of Winchester DPW Culvert and Bridge Replacements

Project manager and lead engineer for the removal and replacement of two (2) deficient bridge culverts carrying existing local roads over the Aberjona River.

Town of Arlington DPW Forest Street Reconstruction

Project manager and lead engineer for the design and planning of full depth reconstruction of forest Street from the Winchester town line to Summer Street. This complex roadway has dozens of densely located homes in close proximity to the existing roadway with no off-street parking. Project included new ADA sidewalks and 2 new MBTA bus stops.

CRAIG R. MILLER, PE

(continued)

Town of Montague (MA) DPW Sanitary Sewer Separation & Drainage Improvement Project

Project manager and lead designer for significant sewer separation project which includes stormwater improvements as well. Substantial grade changes make the drainage and sewer design challenging. Active urban and residential setting makes construction phasing crucial to project's success.

City of Gloucester DPW North Gloucester Stormwater Flooding Analysis

Project manager and lead designer for stormwater analysis of 650 acre area of the city located in its northern section to resolve chronic flooding of that watershed's lowest land areas that were located in the heart of the central business district.

Town of Canton DPW Washington Street Roadway & Streetscape Revitalization

Principal in charge and lead civil engineer for this project. The vision for the Revitalization of Washington Street was developed through a totally inclusive public process that spanned at least a six year period. The community goal of re-instilling the historic character of New England villages into the center of Canton translated into sidewalk and crosswalk accent paving, curb extensions to shorten road crossings, granite edged planters with a lush diversity of plants, a healthy variety of street trees, and period style furnishings that complemented the newly installed historic lights. The revitalization, which was funded by a MassHighway PWED grant, included traffic improvements to develop consistent travel lanes and parking, coordinate signal interconnections and make the downtown more pedestrian friendly.

City of Gloucester DPW Main Street Sidewalk Improvements – 3 Separate Design & Construction

Project Director for each of the 3 separate design and construction contracts that were successfully completed for this \$2 million roadway, sidewalk, ADA, and community development effort. Project involved extensive consensus building among diverse stakeholders in dense urban Main Street environment. New road & streetscape design and construction management for 1 mile stretch of roadway located in the heart of the city's downtown central business district core. Project required proper treatment for historic setting, pedestrian safety, image building, and communication between diverse client and abutter constituencies.

Massachusetts Avenue Reconstruction & Streetscape Project

Town of Arlington, Massachusetts

Principal in charge for over 1 mile of complex streetscape and urban downtown revitalization project, located in the heart of one of the most diverse roadway environments in Massachusetts. Managed extensive community awareness and public outreach process, achieving consensus in a closely watched, highly educated environment. Manager of design for all streetscape elements. The revitalization, which was funded by a MassHighway PWED grant, included traffic improvements to develop consistent travel lanes and parking, coordinate signal interconnections and make the downtown more pedestrian friendly.

Cohasset Village Infrastructure and Streetscape Improvements,

Project Director for the design and coordination of several projects within the historic downtown Village, this complex project includes full reconstruction of infrastructure including all surface features of streets, sidewalks and curbs; electric, telephone and cable undergrounding; St. Stephens sidewalk expansion involving ledge removal; drainage and flood control; water main and gas line replacement; and Greenbush Commuter Rail Expansion Mitigation. Duties include design and management of drawing production, budget management, presentations for Town officials and public hearings, coordination with numerous consultants and special interest groups within the Town.

Conway Downtown Streetscape Improvement Project Town of Conway,

Project director for streetscape improvements through the historic core of Conway. The streetscape links town fields to the historic Burkeville Covered Bridge through a 1.3 mile corridor of streetscape and new walkways. With the Town's Streetscape Design Committee we created unique signs for entering the Town and new Town Green. Close coordination with the Massachusetts Highway Department (MHD) yielded a successful enhancement program that could be built together with two MHD projects, the resurfacing of Route 116 and the renovation of the covered bridge. Requirements for MHD ISTEA enhancement funding, the local and State Historic Commissions, and the Conservation Commission were also a large part of the project.

JACOB MURRAY, PE, LEED AP

Senior Civil Engineer

Mr. Murray is an experienced Civil Engineer with expertise in all phases of site design and infrastructure from planning and conceptual development through all phases of design and into the construction phase. He has seventeen years' experience at WDG.

Jacob has performed detailed design for parks and courts projects, public housing; affordable housing, roadways; utilities; site design; land development; sanitary system; stormwater management, modeling, and mitigation. He has wide experience in permitting and has guided many projects through complex state and local processes successfully.

EDUCATION

Geneva College, Beaver Falls, Pennsylvania
Bachelor of Science, Civil Engineering

PROFESSIONAL REGISTRATIONS

Registered Professional Engineer, Massachusetts No. 47,350
Certified Soil Evaluator, Massachusetts No. SE2837

PARKS, COURTS, & RECREATION PLANNING, DESIGN & CONSTRUCTION

Lead Civil Engineer - As a senior associate, served as Project Engineer for the following bike path, walking path, and bike / pedestrian safety projects:

- Franklin Park Tennis Courts, Boston Parks and Recreation Department, City of Boston, MA
- Ringer Park Renovations, Boston Parks and Recreation Department City of Boston, MA
- North Andover Middle School, Fields Redesign and Renovations, Town of North Andover, MA
- Alumni Stadium Field Resurfacing, Boston College, City of Boston, MA
- Fish Field House and Shea Field Boston College, City of Boston, MA
- Downtown Cycletrack Master Plan & Conceptual Design, City of North Adams, MA
- Scituate Bikeway Conceptual Planning Assistance, Town of Scituate Bikeway Committee, MA
- Tri-Community Bike Path Master Plan & Final Design, Town of Winchester, Stoneham, Woburn, MA
- Multi-Use Path Master Plan & Feasibility Study, Town of Wareham, MA
- Middlesex Canal Segment 5 Multi-Use Trail Master Plan & Feasibility Study
- Middlesex Canal Commission, Winchester, MA
- Middlesex Canal Segment 6 Multi-Use Trail Master Plan & Feasibility Study
- Middlesex Canal Commission, Winchester, MA
- Middlesex Canal Segment Restoration Program Study, Middlesex Canal Commission, Winchester, MA

Involvement includes direction of all technical effort including planning, conceptual design, stakeholder communication and consensus, preliminary and final design, bid phase services, and the direction of all construction oversight assistance.

PARKS, COURTS, & RECREATIONS PROJECTS

Franklin Park Tennis Courts, Boston, Massachusetts

Project Engineer for drainage and utilities for four (4) acre historic and popular tennis court and walking path renovations. Project involves designing drainage and water supply system for expansion of site from three tennis courts to five (5).

JACOB MURRAY, PE LEED AP

Ringer Park, Boston, Massachusetts

Project Engineer for drainage and utilities for sixteen (16) acre historic and popular recreation, playground, dog park, and walking path renovations. Project involves designing drainage and water supply system for conversion of baseball field and playground to a spray park and dog park with a new playground.

Boston College Alumni Stadium NCAA Athletic Surface Reconstruction Chestnut Hill, Massachusetts

Project engineer for the planning, design, and construction phase services for the re-surfacing of Alumni Stadium's artificial turf athletic surface. Boston College plays in the Atlantic coast Conference in NCAA Division I Men's football placing this project at the pinnacle of performance in terms of design and construction complexity.

North Andover Middle School Fields and Playground Renovation, North Andover, Massachusetts

Project Engineer for the renovation of an existing recreational facility that includes a number of youth softball and soccer fields in dire need of underdrainage and irrigation, age specific and ADA compliant playground areas, safe off-street parking areas, pervious jogging/walking trails, a new basketball court, parking area, roller hockey rink, amphitheater, dugouts, concession stands picnic area and site furnishings.

Blackinton Village Parking and Infrastructure Improvements, North Adams, Massachusetts

Project Manager and Engineer for renovation of a sprawling mill complex on the Hoosic River. Project involved a MassWorks grant to support a private-sector development of a new hotel. Scope of work included 880 LF of full depth roadway reconstruction, 150 LF of 78" diameter drain pipe, large box culverts, and new water and sewer connections. Designed parking areas, storm drainage, and roadway reconstruction. Successfully challenged and changed previous FEMA floodplain boundaries based on detailed hydrological analysis of the watershed, to permit the project.

Oak Bluffs Downtown Streetscape Revitalization, Oak Bluffs, Massachusetts

Project Engineer for approximately 1 mile of streetscape in one of America's premier tourist and vacation destinations. Project renovated a streetscape beloved by local residents while also accommodating massive influx of pedestrians in the summer months. Improvements included widening of sidewalks, adjustment of parking lanes and heading, renovation of public plazas, renovating street trees and plantings, and improvements to ADA and bike access. The streetscape project also included renovation of the North Bluff private ferry docking area, which included a complete reworking of vehicle circulation, and permitting with the regional Martha's Vineyard Commission. Mr. Murray designed and permitted stormwater systems including treatment structures and rain gardens.

Mt Pleasant and Laviscount Parks, City of Boston Parks and Recreation, Roxbury, Massachusetts

Project Engineer for renovations of two key open spaces within densely populated urban neighborhoods. An extensive public process was essential in the successful design of these two spaces which include water features, playground re-surfacing, re-paving and playground equipment renovations to comply with the ADA.

Sturbridge Recreational Fields Athletic Fields Planning, Engineering, and Design Sturbridge, Massachusetts

Project Manager of the new sports complex project that created a diverse 'Family Recreation Destination' – attractive for members of the family to spend quality time together while their family's student athlete participates in the numerous organized athletic events. Toward this end, we added playgrounds, a concession stand, bathrooms, bocce courts, basketball courts, picnic areas, a linear stonedust walking trail and compelling connections to the abutting natural environment.

Winchester Soccer Club Athletic Fields Planning, Engineering and Design Winchester, Massachusetts

Project Manager provided project technical due diligence and feasibility, helping the WSC determine if their goals for this site can be achieved given the host of technical engineering, permitting, and design challenges. Responsible for project programming, land use evaluations, final design plans, and the securing of all local environmental and zoning permits.

McEvoy Field Renovation, North Andover, Massachusetts

Project Engineer for the renovation of an existing recreational facility that includes a number of youth softball and soccer fields in dire need of underdrainage and irrigation, age specific and ADA compliant playground areas, safe off-street parking areas, pervious jogging/walking trails, a new basketball court, picnic area and site furnishings.

References

MARK LEIGHTON

Director of Project & Building Systems,
Phillips Exeter Academy

t: (603) 772-4529

e: mleighton@exeter.edu

Project(s):

- Landscape Architecture Services (20+ projects)

JUDY MCDONOUGH

Friends of Charlestown Peace Park

e: jbmcdonou@gmail.com

Project:

- Charlestown Peace Park

CATHY BAKER-ECLIPSE

Interim Commissioner, Boston Parks and
Recreation Department

t: (617) 635-4505

e: cathy.baker-eclipse@boston.gov

Project(s):

- Winthrop Square, Boston, MA
- Ringer Park Comprehensive Plan, Allston, MA
- Codman Square, Dorchester, MA
- Adams Square, Roslindale, MA
- Rachel Revere Square, Boston, MA

Thank you for your
consideration

Tax Abatements, Veteran's Credits & Exemptions

List for Select Board meeting July 13, 2026

Jeopardy Warrant

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>	<u>Tax Year</u>
87-14-5B	5 Second St Pinecrest Pk	\$618.00	2026

Town Manager Report



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

Town Manager Report July 13, 2026

- School Street Area Improvement Project
 - a. Public Information Meeting #4 (attachment)

- Parks and Recreation Pool Pump Replacement

**TOWN OF EXETER
PUBLIC NOTICE**

PUBLIC INFORMATION MEETING #4

SCHOOL STREET AREA IMPROVEMENT PROJECT

PREPARING FOR CONSTRUCTION – What Residents Can Expect

Date: Tuesday, July 28, 2026

Time: 6:00 PM

Location: Exeter Public Library
4 Chestnut Street, Exeter, NH

The Town of Exeter invites residents, business owners, and community members to attend the fourth public information meeting for the School Street Area Improvement Project. The meeting will focus on the upcoming construction phase of the School Street Area Improvement Project and continue the Town's efforts to keep residents informed. It will be held **in person only** to allow project staff to answer questions directly. A recording of the presentation will be posted on the project webpage (<https://www.exeternh.gov/publicworks/school-street-area-utilities-improvement-project>) for those unable to attend.

MEETING PURPOSE

The purpose of this meeting is to provide information regarding construction operations and expectations, which are scheduled to begin on or around August 17th. Representatives from the Town, the Town's Engineering Consultant, CMA Engineers, and the Town's Contractor, Jamco Excavators, LLC, will be present at this meeting. The project team will provide an overview of the anticipated construction schedule, expected traffic and parking impacts, temporary road closures and detours, access to homes and businesses, utility work and any anticipated service interruptions, and methods of communication during construction. There will be an opportunity for property owners to ask questions following the presentation.

We encourage all residents and businesses within and near the project area to attend and learn more about the upcoming construction activities.

For more information, contact:

Stephen Cronin, Director

Department of Public Works

✉ scronin@exeternh.gov

☎ (603) 773-6161

SCHOOL STREET AREA IMPROVEMENT PROJECT

Project Area Figure



Select Board Committee Reports

Correspondence



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

VIA EMAIL ONLY

June 29, 2026

David DeVito, Vice President of Operations
ReSource Waste Services of Epping, Inc.
89 Lowell Rd
Salem, NH 03079
Email: ddevito@resource-waste.com

SUBJECT: Solid Waste Transfer Station, ReSource Waste Services of Epping, 270 Exeter Road, Epping, NH
Permit No. DES-SW-SP-26-001

Approval of Solid Waste Collection, Storage, and Transfer Facility
Standard Permit Application; received 07/15/2024 and assigned Application No. 2024-70924

Dear David DeVito:

The New Hampshire Department of Environmental Services, Waste Management Division (NHDES) has completed its review of the above-referenced application by which ReSource Waste Services of Epping, Inc. seeks approval of a Solid Waste Collection, Storage, and Transfer Facility for the Solid Waste Transfer Station, ReSource Waste Services of Epping, in Epping, NH (Facility).

The requested permit is granted per the enclosed approval issued pursuant to [RSA 149-M:9](#) and [Chapter Env-Sw 300](#) of the New Hampshire Solid Waste Rules. The enclosed approval contains facility-specific terms and conditions, including limitations on approved facility capacity.

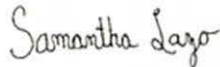
In accordance with RSA 149-M, RSA 21-O:14 and Ec-Wst 200, any person aggrieved by this decision can file an appeal directly with the NH Waste Management Council (Council) **within 30 days** of the date of this decision. The appeal must set forth fully **every ground** upon which it is claimed that the decision complained of is unlawful or unreasonable. Only those grounds set forth in the notice of appeal can be considered by the Council. Information about the Council, including Council rules, is available on the [Waste Management Council's website](#). For appeal related issues, contact the Council Appeals Clerk at 603-271-1272 or appeals@des.nh.gov.

If you have any questions regarding this correspondence, please contact me.

David DeVito, Vice President of Operations
Solid Waste Transfer Station, ReSource Waste Services of Epping, Inc, Epping, NH
Permit No. DES-SW-SP-26-001
Approval of Standard Permit Application for Solid Waste Collection, Storage, and Transfer Facility
June 29, 2026
Page 2 of 2

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](#).

Sincerely,



Samantha Lazo, Environmental Analyst
Solid Waste Management Bureau
Tel.: (603) 271-2936
Email: samantha.a.lazo@des.nh.gov

Waste
Management
Division

Digitally signed by Waste
Management Division
Date: 2026.06.29 14:59:30
-04'00'

encl. ReSource Waste Services CST- Standard Permit

ec: Erika Robinson, Clerk, Town of Epping, email: clerkandtax@eppingnh.gov
Joe Trombley, Chair, Selectboard, Town of Epping, email: jtrombley@eppingnh.gov
Jake Roger, Administrator, Town of Epping, email: jroger@eppingnh.gov
Daphne Woss, Clerk, Town of Brentwood, email: townclerk@brentwoodnh.gov
Jennifer Jones, Chair, Selectboard, Town of Brentwood, email: jjones@brentwoodnh.gov
Town Administrator, Town of Brentwood, email: townadministrator@brentwoodnh.gov
Paul Deschaine, Lamprey Regional Cooperative, email: p.deschaine@comcast.net
Tracie Sales, Rivers Coordinator, NHDES, email: tracie.j.sales@des.nh.gov
Lamprey River Local Advisory Committee, email: info@lampreyriver.org
Michael Dionne, NHF&G, Nongame & Endangered Species, email: michael.a.dionne@wildlife.nh.gov
Madeline Severance, NHDES-Ecological Review, email: ecologicalreviews@des.nh.gov
Kelly Anderson, Sanborn, Head and Associates, Inc., email: kanderson@sanbornhead.com
Michael J. Wimsatt, P.G., NHDES
Jaime Colby, P.E., NHDES



SOLID WASTE FACILITY STANDARD PERMIT

Issued by the New Hampshire Department of Environmental Services, Waste Management Division (NHDES) pursuant to [RSA 149-M](#) and [Chapter Env-Sw 300](#) of the New Hampshire Solid Waste Rules (Rules)

I. PERMIT/FACILITY IDENTIFICATION:

Permit No.: DES-SW-SP-26-001

Permittee: ReSource Waste Services of Epping, Inc.

Facility Name: Solid Waste Transfer Station, ReSource Waste Services of Epping

Facility Location: 270 Exeter Rd, Epping, NH

Facility Type: Collection, Storage, and Transfer Facility

Service Area: Southern New Hampshire and Northern Massachusetts

Service Type: Unlimited

II. FILE REFERENCE/RECORD OF APPLICATION:

Application No.: 2024-70924

WMD Document Log No.(s) and Dates Received: 2024-70924-01 (Rcv'd 07/15/2024), 2024-70924-02 (Rcv'd 08/22/2024), 2024-70924-03 (Rcv'd 12/06/2024), 2024-70924-04 (Rcv'd 05/06/2025), 2024-70924-05 (Rcv'd 06/23/2025), 2024-70924-06 (Rcv'd 08/15/2025), 2024-70924-07 (Rcv'd 12/30/2025), 2024-70924-08 (Rcv'd 04/17/2026), 2024-70924-09 (Rcv'd 04/23/2026), 2024-70924-10 (Rcv'd 04/23/2026).

III. TERMS AND CONDITIONS: Attached.

IV. EFFECTIVE DATE: Date of signature below.

V. AUTHORIZATION: Pursuant to [RSA 149-M](#) and [Part Env-Sw 314](#) of the Rules, this permit is hereby issued to the permittee identified in Section I above, subject to the terms and conditions in Section III above. This authorization is based on information provided to NHDES by the permittee in documents referenced in Section II above. If the information is false, misleading or incomplete, the permit may be revoked or suspended in accordance with [Part Env-Sw 306](#) of the Rules. Nothing stated in or omitted from the application constitutes a waiver of, or grounds for a waiver of any requirement of RSA 149-M or the Rules.

BY EXERCISING ANY RIGHTS UNDER THIS PERMIT, THE PERMITTEE HAS AGREED TO ALL TERMS AND CONDITIONS OF THE PERMIT. Failure to comply with the terms and conditions of the permit may result in administrative, civil or criminal enforcement action and penalties, and suspension or revocation of the permit. No liability is incurred by the State of New Hampshire by reason of any approval of this solid waste facility. No warranty/guarantee is intended or implied by reason of any advice given by NHDES or its staff.


Michael J. Wimsatt, P.G., Director
Waste Management Division

June 29, 2026

Date

Waste Management
Division

Digitally signed by Waste
Management Division
Date: 2026.06.29 15:03:13
-04'00'



Section III: Terms and Conditions

General Provisions

- (1) This permit has been prepared on the basis of the New Hampshire Solid Waste Management Act, [RSA 149-M](#); and the New Hampshire Solid Waste Rules (Rules), [Env-Sw 100 et seq.](#), in effect on the issue date of this permit. The meanings of specific terms are as defined in the Rules, unless specified otherwise.
- (2) The permittee shall comply with the terms and conditions of this permit and the requirements of the New Hampshire Solid Waste Management Act, [RSA 149-M](#) and the [Rules](#), as amended from time to time.
- (3) If a conflict exists between any provision in the Permit Application identified in Section II and the provisions of this permit, the provisions of this permit shall apply.
- (4) If a conflict exists between any provision in this permit and any provision in Rule, the more stringent provision shall apply.
- (5) This approval shall not be construed in any way as:
 - (a) Authorization of any activity that occurred prior to the effective date of this approval;
 - (b) Authorization of any activity that does not comply with the requirements of Env-Sw 100 et seq. or RSA 149-M;
 - (c) Authorization of any activity that is not in compliance with other applicable federal, state, or local requirements;
 - (d) A waiver of any cause of action for violations pre-dating this approval; or
 - (e) Elimination of any obligation to obtain requisite federal, state or local permits, licenses or approvals, or to comply with all other applicable federal, state, and local requirements.
- (6) Nothing included in or omitted from the approved plans identified herein shall be construed to mean a waiver of any requirement to comply with RSA 149-M, the Rules, this permit, or other applicable federal, state, district and local permits, ordinances, laws, approvals or conditions relating to the facility.

Facility-Specific Provisions

Authorized & Unauthorized Wastes

- (7) This facility is authorized to accept the following types of solid waste only, except if restricted by Condition (8) below:
 - (a) Mixed municipal solid waste.



(8) This facility is not authorized to accept:

- (a) Asbestos or asbestos containing waste;
- (b) Animal carcasses;
- (c) Contained gaseous waste;
- (d) Contaminated soils;
- (e) Explosive waste;
- (f) Infectious waste, except household infectious waste;
- (g) Liquid waste;
- (h) Radioactive waste;
- (i) Sludge or septage;
- (j) Waste that the facility is not designed to accept;
- (k) Wastes that may be detrimental or hazardous to the facility, its operators, or its users;
- (l) Wastes for which the facility has not established provision for removal to an authorized facility or marketplace; and
- (m) Solid wastes not authorized by Condition (7) above.

Facility Capacity

(9) This facility shall not accept more waste than it can actively manage and properly handle and process in accordance with this permit.

(10) The approved capacity of this facility, subject to Condition (9), shall be as follows:

Solid waste maximum daily tonnage	500 tons
Solid waste average weekly tonnage	3,000 tons
Solid waste maximum storage capacity	2,000 tons, not including processed select recyclables

(11) After satisfying the requirements of Condition (31) below, the approved capacity of this facility, subject to Condition (9), shall be as follows:

Solid waste maximum daily tonnage	750 tons
Solid waste average weekly tonnage	4,500 tons
Solid waste maximum storage capacity	2,000 tons, not including processed select recyclables

Facility Siting, Design & Layout

(12) The siting of the facility shall be as shown on Figure 1, prepared by Sanborn, Head & Associates, Inc., dated May 2025 and titled, "Standard Permit Application Drawings, Solid Waste Transfer Facility, Resource Waste Services of Epping, Inc.," provided in the Permit Application document received by NHDES on May 26, 2025 (WMD Log No. 2024-70924-04).



- (13) Except as modified by Condition (12), the preliminary design and layout shall be as provided in the Permit Application, including as shown in the drawings prepared by Sanborn, Head & Associates, Inc., dated July 2024 and Revised April 2026 and titled, "Standard Permit Application Drawings, Solid Waste Transfer Facility, Resource Waste Services of Epping, Inc.," provided in the Permit Application document received by NHDES on April 23, 2026 (WMD Log No. 2024-70924-09).
- (14) The Facility shall be designed in conformance with the preliminary design identified in Condition (13) and in compliance with the requirements in effect at the time of final design approval, including the following:
- (a) The collection, storage, and transfer facility design requirements identified in Env-Sw 404;
 - (b) The universal design requirements identified in Env-Sw 1004;
 - (c) The additional design requirements identified in Env-Sw 1103; and
 - (d) The terms and conditions of this permit.

Construction Requirements

- (15) Prior to commencing construction, the permittee shall:
- (a) Satisfy the requirements of Condition (30);
 - (b) Satisfy the prerequisites for construction specified in Env-Sw 1104.01;
 - (c) File a Notice of Intent to Construct in accordance with Env-Sw 1104.02; and
 - (d) Obtain construction approval as specified in Env-Sw 1104.03.
- (16) Construction of this facility shall occur in accordance with Env-Sw 1104.

Pre-Operational Requirements

- (17) Prior to commencing operations at the permitted capacity identified in Condition (10), the permittee shall:
- (a) Satisfy the requirements of Conditions (30) and (31);
 - (b) Satisfy the prerequisites for operations specified in Env-Sw 1105.01;
 - (c) File a Notice of Intent to Operate in accordance with Env-Sw 1105.02; and
 - (d) Obtain operating approval as specified in Env-Sw 1105.03.
- (18) Prior to commencing operations at the permitted capacity identified in Condition (11), the permittee shall:
- (a) Satisfy the requirements of Condition (32);
 - (b) Satisfy the prerequisites for operations specified in Env-Sw 1105.01;
 - (c) File a Notice of Intent to Operate in accordance with Env-Sw 1105.02; and
 - (d) Obtain operating approval as specified in Env-Sw 1105.03.



Facility Operations

- (19) This facility shall be operated in accordance with the following, as amended:
- (a) The Solid Waste Management Act, RSA 149-M;
 - (b) Env-Sw 405, Env-Sw 1005, Env-Sw 1105, and all other Rules as applicable;
 - (c) The terms and conditions of this permit; and
 - (d) The Approved Operating Plan of Record.
- (20) Facility operations shall be managed in such a way as to satisfy all applicable federal, state, and local requirements for protection of human health and the environment.
- (21) Hours: This facility shall conduct all active and routine facility operations, including waste receipt and shipment, facility inspections, maintenance, repairs, and monitoring, between 6 a.m. and 6 p.m., Monday through Saturday.
- (22) Preliminary Operating Plan: Except as modified by the terms and conditions of this permit or where it is inconsistent with RSA 149-M or the Rules, the preliminary operating plan of record is that plan received by NHDES on May 6, 2025 (WMD Log No. 2024-70924-04).
- (23) All waste shall be collected, stored and transferred in accordance with Env-Sw 405, and the Approved Operating Plan of Record.
- (24) The individuals that operate and maintain the facility shall be trained and certified as required by the Rules, specifically including Env-Sw 1600.

Recordkeeping and Reporting

- (25) The Permittee shall keep records and report information as required by the most current Rules as may be amended from time to time, which on the effective date of this permit modification include but are not limited to the following requirements:
- (a) The Permittee shall keep records and report information in accordance with Env-Sw 1105.06, Env-Sw 1105.07, and Section 8 of the Approved Operating Plan of Record;
 - (b) Each year by March 31, the Permittee shall submit an annual facility report to NHDES for the prior calendar year in which the facility operated, the content of which shall be as specified in Env-Sw 1105.13; and
 - (c) The Permittee shall report to NHDES incidents or situations at the facility that involve an imminent and substantial risk to human health, safety or the environment or that violate the Rules or the facility permit; as well as complaints by abutters or other third parties as specified in Env-Sw 1005.09.



Public Benefit

- (26) This facility shall meet its obligation to provide a substantial public benefit pursuant to RSA 149-M:11, XI by operating in conformance with Env-Sw 405.04, as the Permittee indicated in the Permit Application, such provisions restated as follows:
- (a) The total quantity of waste transferred by the facility on an annual basis to New Hampshire landfills and New Hampshire incinerators shall not exceed the total quantity of waste received by the facility from New Hampshire generators, figured in tons;
 - (b) The facility shall operate, or be part of an integrated system which operates, in a manner which:
 - (i) Separates and diverts recyclable materials to authorized facilities; and
 - (ii) Avoids disposal of recyclable materials in a landfill; and
 - (c) During each calendar year that the facility receives waste, the Permittee shall communicate with the host municipality and host solid waste management district as specified in Env-Sw 1105.12.

Closure Requirements

- (27) The permittee shall close in accordance with the following in effect at the time of closure:
- (a) The Solid Waste Management Act, RSA 149-M;
 - (b) Env-Sw 406, Env-Sw 1006, Env-Sw 1106, and other applicable Rules;
 - (c) The Approved Closure Plan of Record; and
 - (d) The terms and conditions of this permit.
- (28) Preliminary Closure Plan of Record: Except as modified by the terms and conditions of this permit or where it is inconsistent with RSA 149-M or the Rules, the preliminary closure plan of record is that plan received by NHDES on December 6, 2024 (WMD Log No. 2024-70924-03).

Financial Assurance

- (29) The permittee shall provide and continually maintain financial assurance in accordance with the following, as may be amended from time to time:
- (a) The Solid Waste Management Act, RSA 149-M;
 - (b) Env-Sw 1005.08, Env-Sw 1400, and other applicable Rules;
 - (c) The Approved Financial Assurance Plan of Record; and
 - (d) The terms and conditions of this permit.

Additional Provisions

- (30) Prior to filing the Notice of Intent to Construct, the Permittee shall obtain approval, via the



Type II permit modification process in accordance with Env-Sw 315, of final design drawings and specifications.

- (31) Prior to filing the Notice of Intent to Operate at the capacity permitted in Condition (10), the Permittee shall:
- (a) Obtain approval, via the Type II permit modification process in accordance with Env-Sw 315, of the final Operating Plan based on the preliminary plan identified in Condition (22) and include the following changes:
 - (i) Add to each page of the operating plan the facility name, location by street address and municipality, and permit number.
 - (ii) Add the facility permit number to Section 1.0.
 - (iii) Revise Section 3 to include management of municipal solid waste sub-types that may be included in municipal solid waste and require special handling such as electronic devices, bulky wastes, and white goods.
 - (iv) Revise Section 5.0 to incorporate the equipment storage and cleaning areas and procedures identified in the Permit Application, specifically including the response letter and Section 2.1.2.1 of the updated Site Report, both dated April 23, 2026 and assigned WMD Log No. 2024-70924-09.
 - (v) Revise Sections 2.3 and 6.1.9 of the operating plan to identify which white goods will be managed as universal waste.
 - (b) Obtain approval, via the Type II permit modification process in accordance with Env-Sw 315, of the final Closure Plan based on the preliminary plan identified in Condition (28) and include the following changes:
 - (i) Add to each page of the closure plan the facility name, location by street address and municipality, and permit number.
 - (ii) Update the facility name in Section 1.0.
 - (iii) Add the facility permit number, and the permittee name, address, and telephone number to Section 1.0.
 - (c) Obtain approval, via the Type II permit modification process in accordance with Env-Sw 315, of a final financial assurance plan based on the preliminary plan identified in the document received by NHDES on August 15, 2025 (WMD Log No. 2024-70924-06) to include an updated cost estimate prepared pursuant to Env-Sw 1403.
 - (d) Obtain approval, via the Type II permit modification process in accordance with Env-Sw 315, of changes to the site and design plans, operating plan, and closure plan, as applicable, for the existing construction and demolition debris processing facility (Permit No. DES-SW-SP-92-003) required to accommodate design and operation of the



solid waste transfer station that is subject to this permit.

(32) Prior to filing the notice of intent to operate at the capacity permitted in Condition (11), the permittee shall:

- (a) Operate the facility for a minimum of 18 months, including at least six consecutive months during which the facility operates at no less than 425 tons per day;
- (b) Retain an independent third-party professional to conduct an operational capacity assessment of the transfer station that:
 - (i) Evaluates facility throughput, waste handling operations, vehicle processing rates, tipping floor operations, and transfer trailer or container loading operations;
 - (ii) Uses scale records and other operational data necessary to determine facility throughput quantities and timing for operational practices such as waste tipping, waste handling, and waste loading.;
 - (iii) Includes a minimum of eight days of on-site observations while the facility is operating at 425 tons per day or more.
 - (iv) Includes at least 2 days of observation while operating at 425 tons per day during periods identified by the third-party professional as representative of peak operating conditions and during peak seasonal operating periods;
 - (v) Identifies the peak operating hours for both the subject facility and the adjacent construction and demolition debris processing facility (Permit No. DES-SW-SP-92-003);
 - (vi) Evaluates whether the facility can operate in compliance with the Rules in a safe and efficient manner at the permitted capacity identified in Condition (11) without adverse impacts to facility operations, traffic circulation, vehicle queuing, waste handling activities; and
 - (vii) Provides recommendations for the permittee to operate in compliance with the requirements of (vi) above.
- (c) Retain an independent third-party professional, which may be the same professional identified in paragraph (b) above, to conduct a traffic circulation and vehicle queuing assessment that:
 - (i) Evaluates vehicle queuing, circulation, and operational interactions associated with the subject facility, the adjacent construction and demolition debris processing facility (Permit No. DES-SW-SP-92-003), and the shared access road;
 - (ii) Includes a minimum of eight days of on-site observations conducted while the facility is operating at 425 tons per day or more;
 - (iii) Includes at least 2 days of observations while operating at 425 tons per day



- during periods identified by the third-party professional as representative of peak operating conditions and during peak seasonal operating periods;
- (iv) Identifies the peak operating hours for both the subject facility and the adjacent construction and demolition debris processing facility (Permit No. DES-SW-SP-92-003) and evaluates the impacts of concurrent operations on vehicle circulation, queuing, and site access;
 - (v) Evaluates whether the facility can operate in compliance with the Rules in a safe and efficient manner at the permitted capacity identified in Condition (11) without adverse impacts to facility operations, traffic circulation, vehicle queuing, waste handling activities; and
 - (vi) Provide recommendations for the permittee to operate in compliance with the requirements of (v) above.
- (d) Submit to NHDES the results of the independent third-party assessments required by Conditions (32)(b) and (32)(c).



Response to Public Comments

Application for a Solid Waste Collection, Storage, and Transfer Facility

ReSource Waste Services of Epping, Inc

270 Exeter Road, Epping, NH

Table of Contents

Introduction	2
I. Permitting Design and Operations.....	3
II. Traffic and Transportation	6
III. Nuisance Conditions and Community Concerns.....	7
IV. Wildlife, Habitat, and Environmental Resources.....	8
V. Public Benefit and State Solid Waste Management Plan	8
VI. Public Health, Safety, and Emergency Preparedness	9
VII. Public Notice and Participation.....	10
VIII. Requests for Denial.....	11



Introduction

On July 15, 2024, the New Hampshire Department of Environmental Services (NHDES) received an application from ReSource Waste Services of Epping, Inc. (RWS) requesting a standard permit for a proposed collection, storage, and transfer facility located at 270 Exeter Road in Epping, New Hampshire. The proposed facility would be located at the same site as RWS's existing construction and demolition debris processing facility, known as ReSource Waste Services of Epping, Inc., which operates under Permit No. DES-SW-SP-92-003 issued by NHDES in 1992. The transfer facility application proposed construction of a 24,700-square-foot building consisting of a 22,500-square-foot waste handling area and an adjacent 2,200-square-foot office and administrative area.

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

On June 29, 2026, NHDES issued a solid waste permit for the proposed facility. The approved permit contains facility-specific terms and conditions that must be satisfied prior to the permittee obtaining authorization to construct and operate the facility, including conditions specific to facility capacity. A copy of the permit is available through NHDES's OneStop Data and Information Retrieval System.

This document addresses concerns raised by the public during the public hearings, including the comment periods, on the application.

NHDES held a public hearing on the application in Epping, New Hampshire, on January 8, 2026, and kept the hearing record and public comment period open through January 31, 2026. An additional public hearing, which included a public information session, was held in Epping on April 28, 2026, with the public comment period remaining open through May 12, 2026. During the hearings and comment periods, NHDES received comments on various aspects of the application.

NHDES considered all public comments in evaluating whether the proposed facility application meets the applicable criteria for issuance of the requested permit, as further detailed below. To avoid redundancy, NHDES has not responded individually to every comment received. Instead, the agency has summarized and consolidated comments expressing similar concerns and responded to those consolidated comments. The consolidated comments and responses are organized by topic area as shown in the Table of Contents.

Consolidated comments are shown in *italicized blue text*, and responses are shown in regular type.



Throughout this document, there are references to the [New Hampshire Solid Waste Rules \(Env-Sw 100 et seq.\)](#). The Solid Waste Rules, adopted pursuant to [RSA 149-M](#), establish requirements for all types of solid waste facilities, from transfer stations to landfills, and were developed to minimize risks to the environment and to public health and safety through the proper management of solid waste. Relative to permit decisions, the Solid Waste Rules establish the criteria by which permits are granted or denied. Review of RWS's application proceeded in accordance with these Solid Waste Rules.

Where applicable, the responses below identify relevant Solid Waste Rules and permit requirements related to the subject of the comment(s). NHDES has also noted, where applicable, when commenters raised concerns regarding matters outside the scope of NHDES's solid waste permitting authority.

I. Permitting Design and Operations

Many commenters expressed concern regarding potential impacts to the Piscassic River, groundwater resources, and other protected natural resources.

NHDES considered comments regarding the proximity of the proposed facility to the Piscassic River, wetlands, conservation lands, and other environmentally sensitive resources. NHDES reviewed the application in accordance with RSA 149-M and the Solid Waste Rules, which establish requirements intended to protect public health, safety, and the environment, including groundwater and surface water. Based on its review of the application, NHDES determined that the proposed facility is sited and can be designed, constructed, operated, and closed in compliance with applicable solid waste requirements and permit conditions. In addition to complying with the requirements of the solid waste permit, the permittee remains responsible for obtaining and complying with all other applicable federal, state, and local permits, approvals, and regulatory requirements associated with the facility. For example, the applicant will need to obtain an alteration of terrain permit approval. The presence of nearby natural resources does not, by itself, preclude approval of a solid waste collection, storage, and transfer facility permit.

Several commenters expressed concern regarding existing contamination in the area and whether sufficient environmental investigation has been completed.

The proposed collection, storage, and transfer facility was reviewed in accordance with the applicable requirements of RSA 149-M and the Solid Waste Rules. Based on its review of the application, NHDES determined that the proposed facility can be operated in compliance with applicable regulatory requirements and permit conditions. Existing environmental monitoring and compliance obligations associated with other activities at



the property remain in effect and are separate from the proposed facility. Any required investigation, monitoring, or corrective actions associated with those activities will continue independent of this permit decision.

Many commenters expressed concern regarding the proposed throughput capacity of up to 750 tons of solid waste per day and the storage of up to 2,000 tons of solid waste onsite.

The rate at which a transfer station may accept and manage waste depends on several different factors – each of which will exert control over the facility’s throughput rate. Design capacity, as defined in Solid Waste Rule Env-Sw 102.09, is one of the factors used to characterize and define the size of a facility. Note that the throughput rate may be limited to less than that permitted on any given day, for example, because of the waste processing method or the available onsite storage capacity. Regardless of the approved design capacity of the facility, the operations must comply with all handling and storage requirements in Env-Sw 404.04, Waste Handling and Storage Area Design Requirements, and Env-Sw 405.02, Collection and Storage Requirements.

NHDES evaluated the proposed throughput and storage capacities as part of its review of the application and determined that additional assessments and demonstrations are warranted prior to accepting the full requested throughput of 750 tons per day.

NHDES’ review of the application and public comments assisted in identifying two primary factors contributing to this determination: (1) fast waste processing times, for example, time to tip loads, time to inspect loads, time to load and change out transport containers; and (2) lack of clarity regarding queuing and interaction with the existing construction and demolition debris facility. The permit authorizes the facility to initially operate at a throughput rate of up to 500 tons of solid waste per day. The applicant must conduct additional evaluations and submit supporting data to demonstrate that the facility can safely and effectively operate at the higher throughput of 750 tons per day.

Several commenters expressed concern regarding the facility operators’ ability to inspect incoming waste, prevent prohibited wastes from entering the facility, and properly manage leachate, spills, and other waste handling activities.

The Solid Waste Rules, specifically Env-Sw 1100, require facilities to implement procedures for identifying and managing unauthorized wastes and to operate in a manner protective of public health and the environment. The proposed collection, storage, and transfer facility is designed to receive and manage waste within an enclosed building equipped with a closed leachate collection system. NHDES reviewed



the facility's waste acceptance, inspection, handling, and leachate management procedures described in the proposed operating plan and determined that the proposed facility can be operated in compliance with the applicable requirements of RSA 149-M and the Solid Waste Rules.

In response to this and other comments, as well as NHDES' review of the application, NHDES has authorized the facility to initially operate at a reduced throughput of 500 tons per day. Following assessments and demonstrations that the facility can be operated in compliance with the law and rules, the permittee may request operating approval for the full permitted capacity of up to 750 tons per day. This phased approach will allow the permittee to demonstrate that facility operations, including waste inspection and handling procedures, can occur in compliance with the law and rules.

Commenters also raised questions regarding PCB-contaminated soil management activities.

PCB-contaminated soil processing is an activity already authorized under the existing and separate construction and demolition debris processing facility permit and is not part of the proposed collection, storage, and transfer facility permit application.

Several commenters requested additional hydrogeologic studies, environmental analysis, monitoring, and/or independent technical review.

In response to this comment, NHDES considered the requests for additional studies, environmental analyses, monitoring, and independent technical review. The application included the information required by Env-Sw 314, *Standard Facility Permitting Provisions*, for a collection, storage, and transfer facility. NHDES reviewed the application and determined that sufficient information was provided to evaluate the proposal for compliance with the applicable permitting requirements. Based on that review, NHDES concluded that additional studies, analyses and monitoring were not necessary to make a decision on the application.

Commenters questioned whether the proposal constitutes a new facility or an expansion of an existing operation.

RWS proposed the collection, storage, and transfer facility as a separate solid waste management facility. Accordingly, NHDES reviewed the application for the proposed collection, storage, and transfer facility independently from the existing construction and demolition debris processing facility and evaluated compliance with the applicable requirements of RSA 149-M and the Solid Waste Rules. While the proposed facility will be co-located with the existing construction and demolition debris processing facility, it is not being permitted as an expansion of that facility. Rather, the proposed collection,



storage, and transfer facility is being permitted as a separate facility with its own permit, operating requirements, and conditions. NHDES' review and permitting decision were based on the information submitted for the proposed facility and its ability to comply with the applicable regulatory requirements, including Env-Sw 1003.01 which requires that a solid waste facility not physically interfere with the proper operation of any other solid waste facility.

II. Traffic and Transportation

Many commenters expressed concern regarding increased on-site truck traffic associated with the facility.

NHDES considered comments regarding on-site traffic, vehicle queueing, and the interaction between the proposed collection, storage, and transfer facility and the existing construction and demolition debris processing facility. As part of the application review process, NHDES requested that ReSource Waste Services provide additional information and analyses regarding anticipated vehicle volumes, queueing, and facility operations to demonstrate compliance with Env-Sw 1102.02, *Co-existence with Other Activities*, and Env-Sw 1004.02, *Roads and Traffic Control*.

NHDES determined that the application included sufficient information to evaluate the proposed facility in whole. However, the application did not include sufficient information regarding the interaction of truck traffic on the access road shared between the proposed and existing facilities to allow NHDES to determine that the facility will comply with the Rules when operated at the permitted 750-ton daily throughput. In addition, the applicant verbally described proposed changes to operations at the existing facility to assist in traffic management, but such proposed changes were not provided in writing as part of the application and therefore were not considered in the decision. NHDES determined that additional demonstration of operational capacity, specifically including traffic interactions on the shared access road, is warranted prior to authorizing the full permitted throughput of 750 tons per day. As a result, the permit authorizes the facility to initially operate at a throughput of up to 500 tons per day.

The permit includes specific terms and conditions requiring the permittee to retain an independent third-party professional(s) to conduct additional assessments of facility operations, including vehicle movements, queueing conditions, and interactions between the proposed collection, storage, and transfer facility and the existing construction and demolition debris processing facility. These assessments must be submitted to NHDES and must demonstrate that the facility can operate in compliance with the Rules at the full permitted capacity before the permittee can file a Notice of Intent to Operate at that throughput.



Many commenters expressed concern regarding traffic congestion, roadway safety, vehicle queueing, truck routing, road wear, vehicle emissions, and transportation impacts on surrounding communities.

Off-site traffic management, including the use of local roads and state highways, is under the purview of others and is not within the scope of NHDES' solid waste permitting authority. The permittee remains responsible for obtaining and complying with all applicable federal, state, and local permits, approvals, and regulatory requirements associated with the facility, including any approvals required by the New Hampshire Department of Transportation.

Although NHDES does not regulate off-site traffic operations, NHDES reviewed traffic-related information as necessary to evaluate compliance with applicable Solid Waste Rules, including requirements related to traffic control, vehicle queueing, and the interaction of co-existing activities at the site. Based on its review of the application materials and public comments, NHDES determined that additional demonstration of operational capacity is warranted prior to authorizing the full permitted throughput of 750 tons per day. As a result, the permit authorizes the facility to initially operate at a throughput of up to 500 tons per day and includes conditions, as described above, requiring that additional assessments be successfully completed before operating at full permitted capacity.

III. Nuisance Conditions and Community Concerns

Commenters expressed concerns regarding noise, odors, litter, dust, wildlife attraction, vectors, and other nuisance conditions associated with proposed facility operations and truck traffic.

The Solid Waste Rules include multiple specific requirements directed at controlling nuisance conditions, in addition to the requirement in Env-Sw 1005.01, General Operating Requirements, that all solid waste facilities be operated and maintained in a manner that controls, to the greatest extent practicable, dust, litter, odors, vectors, noise, and other nuisance conditions. The operating plan includes provisions intended to minimize nuisance conditions associated with facility operations, including conducting waste handling activities within an enclosed building, implementation of routine housekeeping and maintenance activities, operation of a vector control program, routine sweeping for dust control, daily inspection and removal of windblown litter, and management of wastewater and leachate through a closed collection system. In addition, facility operations are limited by permit condition to the hours of 6:00 a.m. to 6:00 p.m., which limits the potential for noise impacts during evening and overnight hours.



Based on its review of the application, NHDES determined that the proposed facility can be designed, constructed, operated, and closed in compliance with applicable solid waste requirements and permit conditions.

IV. Wildlife, Habitat, and Environmental Resources

Commenters expressed concern regarding impacts to wildlife habitat, wetlands, fisheries, rare species, and ecological resources.

As part of the application process, the applicant was required to complete a review through the New Hampshire Natural Heritage Bureau and coordinate with the New Hampshire Fish and Game Department regarding potential impacts to protected species and habitats. Based on those reviews, measures were identified and incorporated into the project to minimize potential impacts to wildlife resources, including protective measures for turtle habitat and the installation of associated signage.

NHDES evaluated the application in accordance with RSA 149-M and the Solid Waste Rules and determined that the proposed facility can be designed, constructed, operated, and closed in compliance with applicable solid waste requirements and permit conditions. The permittee remains responsible for obtaining and complying with all other applicable federal, state, and local permits, approvals, and regulatory requirements associated with the facility.

V. Public Benefit and State Solid Waste Management Plan

Commenters expressed concern that the facility would receive waste from out-of-state.

The United States Constitution and interstate commerce law prohibit states from restricting the transfer of waste across state borders. Thus, NHDES does not have the authority to prohibit the importation of waste into New Hampshire and has approved ReSource Waste Services' request to accept waste from an unlimited service area. RWS must still adhere to the public benefit requirements contained in the permit.

Commenters expressed concern that the facility would not provide a benefit to Epping and does not meet the public benefit requirements of RSA 149-M:11.

RWS proposes to operate a commercial collection, storage, and transfer facility with an unlimited service area. As such, the facility may accept waste generated not only in Epping, but from other areas as well.

RWS proposes to comply with Solid Waste Rule Env-Sw 405.04, Public Benefit Requirements, to fulfill its public benefit obligations in RSA 149-M:11. Rule Env-Sw 405.04 requires a collection, storage, and transfer facility to:



- (a) Limit the quantity of waste transferred annually to New Hampshire landfills and incinerators to no more than the quantity of waste received from New Hampshire generators;
- (b) Operate in a manner that separates and diverts recyclable materials to authorized facilities for reuse and avoids disposal of recyclable materials in landfills; and
- (c) Communicate with the host solid waste management district in accordance with Env-Sw 1105.12 during each calendar year that the facility receives waste.

These requirements have been incorporated into the permit.

Commenters expressed concern that the facility is inconsistent with the State Solid Waste Management Plan and waste reduction goals.

The Solid Waste Management Plan serves as a planning document intended to guide statewide solid waste management policy and infrastructure development. NHDES reviewed the application in accordance with RSA 149-M and the Solid Waste Rules, including applicable public benefit requirements. Based on its review, NHDES determined that the proposed facility meets the applicable solid waste requirements for permit issuance.

VI. Public Health, Safety, and Emergency Preparedness

Commenters expressed concern regarding potential impacts to public health, safety, community welfare, emergency response capabilities, and flooding risks.

Protection of public health, safety, and the environment is a primary objective of RSA 149-M and the Solid Waste Rules. NHDES evaluated the proposed facility in accordance with applicable siting, design, and operational requirements, including Env-Sw 403, Siting Requirements; Env-Sw 1003, Universal Siting Requirements; and Env-Sw 1102, Additional Siting Requirements. Based on its review of the application and supporting materials, NHDES determined that the proposed facility can be designed, constructed, operated, and closed in compliance with applicable solid waste requirements and permit conditions.

The operating plan includes contingency and emergency response procedures addressing a variety of foreseeable emergencies, including fires, explosions, petroleum releases, hazardous waste incidents, severe weather events, equipment accidents, and medical emergencies. The facility is required to maintain emergency contact information, provide employee training, maintain spill response procedures, and coordinate with emergency responders as necessary. In addition, the facility was



evaluated for compliance with applicable siting requirements intended to minimize risks associated with flooding and other environmental hazards.

Based on its review of the application, NHDES determined that the proposed facility includes appropriate measures to protect public health and safety and to respond to foreseeable emergency situations.

VII. Public Notice and Participation

Commenters expressed concern regarding the adequacy of public notice, opportunities for public participation, and requested additional hearings, studies, and expanded review of the proposal. Commenters stated their belief that the project must be reviewed as a development of regional impact.

As described in the introduction to this document, NHDES conducted two public hearings on the proposed facility and provided opportunities for written public comment following each hearing. In response to concerns regarding public participation and notice, NHDES also conducted a public information session immediately prior to the second public hearing to provide members of the public an opportunity to learn more about the proposal and the permitting process.

Consistent with the requirements of Env-Sw 303, notice of the application filing and the public hearings were provided to affected municipalities and other entities, such as the local river advisory committee and the NHDES rivers coordinator, as required by the Solid Waste Rules. Notices of the public hearing were published in local newspapers, and the second hearing was noticed in a newspaper with statewide circulation. Further, NHDES posted notice of the public hearing online through its events calendar and via Facebook, and published notice of the hearing in its monthly EcoLink newsletter. In addition, abutters were notified at the time the application was filed and received notice of each public hearing.

NHDES notes that whether a project constitutes a development of regional impact (DRI) is governed by RSA 36:55 and is made by the applicable local land use board as part of the municipal land use review process. NHDES does not have authority under RSA 149-M or the Solid Waste Rules to determine whether a proposal should be considered a DRI, nor does NHDES oversee the municipal DRI review process. Accordingly, any determination regarding DRI status is within the jurisdiction of the municipality and its local land use board.

NHDES considered all comments received during the public hearings and public comment periods as part of its evaluation of the application and permit decision. The public participation requirements in the Solid Waste Rules and RSA 149-M were met.



VIII. Requests for Denial

Numerous commenters requested denial of the permit application.

NHDES considered all comments received during the public hearings and public comment periods, including requests that the permit application be denied. NHDES reviewed the application and public comments in accordance with RSA 149-M and the Solid Waste Rules. Based on that review, NHDES determined that the proposed facility can be designed, constructed, operated, and closed in compliance with applicable statutory and regulatory requirements.

In response to information developed during the review process and concerns raised by commenters, NHDES incorporated terms and conditions into the permit, including limitations on the initial authorized throughput and additional requirements that must be satisfied prior to operating at full permitted capacity. Accordingly, NHDES issued the permit approval subject to terms and conditions.



Thank You for Contacting the Office of Governor Kelly Ayotte

1 message

Governor Ayotte <governorayotte@governor.nh.gov>
To: Pam McElroy <pmcelroy@exeternh.gov>

Wed, Jul 1, 2026 at 11:35 AM

Thank you for reaching out to the Office of Governor Kelly Ayotte. This response is our confirmation that your email has been received, and we appreciate you taking the time to share your thoughts, questions, or concerns.

Please know Governor Ayotte values your input, and our office takes all inquiries seriously. Your perspective is important to us and plays a meaningful role in our continued work serving the people of the Granite State.

Should your message require further response, please call our Citizen Services team for assistance at 603-271-7676. Our citizen service team is very busy. If the team doesn't answer your phone call immediately, please leave a voicemail and they will return your call as soon as possible.

If you are making a Press Inquiry, please email Ayotte.press@governor.nh.gov

With gratitude,

The Office of Governor Kelly Ayotte



Exeter, NH Opposition to HB340 Letter

1 message

Pam McElroy <pmcelroy@exeternh.gov>

Wed, Jul 1, 2026 at 11:34 AM

To: governorayotte@governor.nh.gov

Cc: christopher.d.connelly@governor.nh.gov, john.f.corbettjr@governor.nh.gov, james.p.gerry@nh.gov,
alexander.r.holderith@governor.nh.gov, john.e.callaghan@governor.nh.gov, morgan.v.hughes@governor.nh.gov

Bcc: advocacy@nhmunicipal.org, Paul Cohen <pcohen@exeternh.gov>, Niko Papakonstantis <npapakonstantis@exeternh.gov>

Good morning Governor Ayotte.

Attached please find a letter from the Exeter Select Board referencing opposition to the proposed HB340 (electioneering by public employees).

Thank you.


Happy 250th Independence Day to you and yours.

Pam McElroy

Town of Exeter

Senior Executive Assistant, Town Manager's Office

603-773-6102

 **Ltr to Governor Ayotte in opposition to HB340 6-30-26.pdf**
377K



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

June 30, 2026

Governor Kelly Ayotte
Office of the Governor
of the State of New Hampshire
107 North Main Street
Concord, NH 03301

Dear Governor Ayotte,

The Town of Exeter is contacting you to register its opposition and encourage you to veto HB340, related to electioneering by public employees. HB340 completely changes the intent of RSA 659:44-a, which was originally enacted to prohibit direct advocacy by public employees. Instead, HB340 links public employees to RSA 652:16-h, the statute defining electioneering at polling places.

This change will expand what could be considered electioneering to activities and statements that are not explicitly advocacy. To put it simply, the question asked under RSA 659:55-a is “was the public employee trying to influence a vote?” and the question asked under HB340 is “would a reasonable person think the communication advocates for or against a candidate, measure or policy issue?” Below are several key concerns:

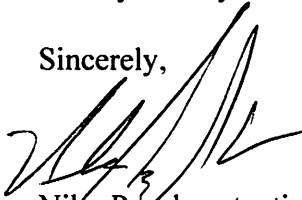
- It lowers the threshold for violations. Instead of basing the question of electioneering on the intent of the public employee, HB340 changes the focus from intent to the communication itself and how it is perceived. It will be difficult for public employees to determine where information sharing ends and electioneering begins. Even discussing municipal programs or operational needs could be considered electioneering under HB340, which could result in a misdemeanor or \$1,000 fine.
- Factual information provided by public employees could be perceived as electioneering under HB340 even if the issue being discussed has only a possibility of being a ballot issue. HB340 will create a chilling effect and make public employees reluctant to share information about municipal programs and operations for fear of a complaint of electioneering being filed. Complaints, if filed, will make public employees second guess even routine communications with the public.
- Surveys/questionnaires are used at all levels of municipal government. The information gathered from surveys of the public assist municipalities understand the public’s perspective and priorities. Under HB340, the surveys/questionnaires organized or conducted by any public employee (including those appointed or hired by the governing body, who are your managers, department heads and chiefs) on any topic (due to the broad and vague language of the bill) could be

considered as electioneering. The concern is not going to be that an objective survey would be found in violation, but rather that one word could be interpreted as “preference” and trigger the complaint process to ensue. This, of course, would result in municipalities being more reluctant to seek input from the public through surveys or questionnaires and miss the opportunity to be informed by the public.

Current law prohibits public employees from advocating for a vote. HB340 replaces that clear standard with a broader definition of electioneering that could blur the line between advocacy and ordinary municipal communication, increasing uncertainty and liability for public employees trying to engage with residents.

For the above reasons and others, we ask that you veto HB340. On behalf of the Exeter Select Board, thank you for your attention to this correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read 'Niko Papakonstantis', written over a faint, illegible typed name.

Niko Papakonstantis
Exeter Select Board Chair

NP/pam

From: NHMA Advocacy <advocacy@nhmunicipal.org>
Sent: Monday, June 29, 2026 12:48 PM
To: Paul Cohen <pcohen@exeternh.gov>
Subject: Legislative Alert: Contact Governor on HB 340



Legislative Alert: Contact Governor on HB 340

House Bill 340, opposed by NHMA, may reach the governor's desk soon, and NHMA is asking members to **express their opposition to the bill now**.

- **HB 340 fundamentally changes the purpose of RSA 659:44-a (Electioneering by Public Employees) from prohibiting public employees from engaging in direct advocacy to creating uncertainty and liability for public employees trying to do their jobs and engage the public.** It establishes a \$1,000 fine for public employees who disseminate information to the public that traditionally has been viewed as educational, informational, or part of ordinary public engagement. The result is a chilling effect on legitimate governmental communication and employee participation in public policy discussions.
- **HB 340 establishes a concerning low threshold, making it likely that surveys conducted by municipal government and used to engage the public could trigger complaints of electioneering.** Surveys and questionnaires serve as a staple for many municipalities to gather information and gauge public opinion about items that will likely become ballot issues. HB 340 creates significant uncertainty for public employees merely attempting to gather information and engage stakeholders.

This change will create situations in which public employees are reluctant to share or collect information for fear that their *words*, not their *intent*, will be judged as electioneering.

We are asking members to please submit a letter to the Governor's office in **OPPOSITION to HB 340**. Attached is a draft sample letter you can utilize. Please blind copy advocacy@nhmunicipal.org on your email.

Please send your correspondence on this bill to:

GOVERNORAYOTTE@GOVERNOR.NH.GOV

and copy:

CHRISTOPHER.D.CONNELLY@GOVERNOR.NH.GOV, JOHN.F.CORBETTJR@GOVERNOR.NH.GOV,
JAMES.P.GERRY@NH.GOV, ALEXANDER.R.HOLDERITH@GOVERNOR.NH.GOV,
JOHN.E.CALLAGHAN@GOVERNOR.NH.GOV, MORGAN.V.HUGHES@GOVERNOR.NH.GOV

Sincerely,
NHMA Advocacy Team

DRAFT LETTER

Dear Governor Kelley Ayotte,

The <Town / City> of <Insert Name> is contacting you to register its opposition and encourage you to veto HB 340, relative to electioneering by public employees. HB 340 completely changes the intent of RSA 659:44-a, which was originally enacted to prohibit direct advocacy by public employees. Instead, HB 340 links public employee electioneering to RSA 652:16-h, the statute defining electioneering at polling places.

This change will expand what could be considered electioneering to activities and statements that are not explicitly advocacy. To put it simply, the question asked under RSA 659:44-a is "was the public employee trying to influence a vote?" and the question asked under HB 340 is "would a reasonable person think the communication advocates for or against a candidate, measure or policy issue?" Below are several key concerns:

- It lowers the threshold for violations. Instead of basing the question of electioneering on the intent of the public employee, HB 340 changes the focus from intent to the communication itself and how it is perceived. It will be difficult for public

employees to determine where information sharing ends and electioneering begins. Even discussing municipal programs or operational needs could be considered electioneering under HB 340, which could result in a misdemeanor or \$1000 fine.

- Factual information provided by public employees could be perceived as electioneering under HB 340 even if the issue being discussed has only a possibility of being a ballot issue. HB 340 will create a chilling effect and make public employees reluctant to share information about municipal programs and operations for fear of a complaint of electioneering being filed. Complaints, if filed, will make public employees second guess even routine communications with the public.
- Surveys/questionnaires are used at all levels of municipal government. The information gathered from surveys of the public assist municipalities understand the public's perspective, and priorities. Under HB 340, the surveys/questionnaires organized or conducted by any public employee (including those appointed or hired by the governing body, who are your managers, department heads and chiefs) on any topic (due to the broad and vague language of the bill) could be considered as electioneering. The concern is not going to be that an objective survey would be found in violation, but rather that one word could be interpreted as "preference" and trigger the complaint process to ensue. This, of course, would result in municipalities being more reluctant to seek input from the public through surveys or questionnaires and miss the opportunity to be informed by the public.

Current law prohibits public employees from advocating for a vote. HB 340 replaces that clear standard with a broader definition of electioneering that could blur the line between advocacy and ordinary municipal communication, increasing uncertainty and liability for public employees trying to engage with residents.

For the above reasons and others, we ask that you veto HB 340. Thank you for your attention to this correspondence.

New Hampshire Municipal Association
25 Triangle Park Drive, Suite 210
Concord, NH 03301
603.224.7447



This email was sent to pcohen@exeternh.gov
[Don't want to receive emails for this account anymore? Unsubscribe](#)

Review Board Calendar

Non-Public Session