

SELECT BOARD MEETING
Monday, August 24, 2026
5:45 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/87383974696>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 873 8397 4696

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. Non-Public Session
3. Board/Committee/Commission Interviews
 - a. Russ Harland – Budget Recommendations Committee (no term)
 - b. Caryl Olmstead - Budget Recommendations Committee (no term)
 - c. Communications Advisory Committee – Silas Richards (4/28; 4/29; Alt 4/29)
 - d. Anthony Zwaan – Budget Recommendations Committee (no term)
 - e. Benjamin Hodsdon – Housing Advisory Committee (4/28; 4/29)
4. Public Comment
5. Discussion/Action Items
 - a. Parks & Recreation – After School Program – David Tovey, Parks & Recreation Assistant Director & Caroline Neel, Recreation Coordinator
 - b. Parks & Recreation Department – Exeter Hospital Grant – David Tovey, Parks & Recreation Assistant Director
 - c. Parks & Recreation Powder Keg Beer & Chili Application – David Tovey, Parks & Recreation Assistant Director
 - d. Water Capacity – Stephen Cronin, Public Works Director
 - e. Committee Formation – Pedestrian, Accessibility & Cycling Advisory Committee (PAC Advisory Committee) – Paul Cohen, Town Manager
 - f. Transportation Funding – Melissa Roy, Assistant Town Manager
 - g. Pairpoint Park Donation Acceptance
6. Approval of Minutes
 - a. August 10, 2026
7. Appointments/Resignations
 - a. Inspectors of Elections – Paul Cohen, Town Manager
8. Tax Abatements, Veteran's Credits, and Exemptions
9. Town Manager's Report
 - a. Year-To-Date Budget Update
 - b. Front/Linden/Pine Streets Roundabout Update

c. Community Rating System – National Flood Insurance Program

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

Niko Papakonstantis, Chair

Select Board

Posted 8/21/26 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

Non-Public Session

Board Interviews



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

~~Monday, Aug 10, 2026~~
~~6:30 PM~~
✓ **CONFIRMED**
August 24, 2026
6:10 PM

**Statement of Interest
Boards and Committee Membership**

Committee Selection: Budget Recommendations Committee

New ☒

Re-Appointment ☐

Regular ☒

Alternate ☐

Name: Russell Harland **Email:** russ.harland@gmail.com

Address: 10 Chestnut St Apt 8D Exeter, NH 03833 **Phone:** 603-244-0863

Registered Voter: Yes ☒ No ☐

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

I have been a a resident of Exeter for 15 years. As a retired technology executive, I have experience in the budget review and recommendation process, both as a reviewer and requestor of large budgetary requests. It would be a privilege to serve my community in this capacity.

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

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

Signature:  **Date:** 7/13/2026

To be completed by Select Board upon appointment:

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



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

~~Monday, August 10, 2026~~
~~6:40 pm~~
CONFIRMED
August 24, 2026
6:20 pm

Statement of Interest Boards and Committee Membership

Committee Selection: Budget Recommendations Committee

New ☒

Re-Appointment ☐

Regular ☐

Alternate ☐

Name: Caryl Olmstead Email: caryl.olmstead@gmail.com

Address: 161 Acadia Lane, Exeter Phone: 860.655.1840

Registered Voter: Yes ☒ No ☐

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

I would like to be considered for appointment to the Budget Recommendations Committee. My current time on the Facilities and Sustainability Advisory Committee has provided insight into the Town's priorities, fiscal needs, and long-term planning efforts.
Professionally, I have managed operating and capital budgets of up to \$200 million with experience evaluating priorities, allocating resources, and making sound

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financial decisions. I believe the combination of municipal service and budget management experience will allow me to contribute to the Committee.

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Thank you in advance for your consideration.
I certify that I am 18 years of age or older:

Signature: Caryl Olmstead Date: 7/15/2026

To be completed by Select Board upon appointment:

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

CARYL MARIE OLMSTEAD

MPH, CIH_R

INNOVATIVE LEADER

CONTACT

☎ 860.655.1840
✉ caryl.olmstead@gmail.com
in LinkedIn.com/in/caryl-olmstead

SKILLS

DIVERSE EXECUTIVE LEADERSHIP

- Facility Management
- EHS, Quality & Sustainability
- Operations
- Manufacturing/R&D
- Supply Chain
- Client/Customer Service
- Logistics
- Business Continuity
- Loss Control – Property Protection & Worker Compensation

COMPETENCIES

- Strategic Planning
- Change Management
- Cross Functional Relationships
- Leadership Development
- Project Management
- Process Improvement
- Operational Excellence -Lean, & Six Sigma Principles
- Financial Acumen
 - \$900MM Spend Oversight
 - \$200MM Budget Management
 - OpEx/CAPEX Experience

SELECTED ROLES

Sodexo Impact Program-Mentor
Executive program
in developing the next generation
of leaders

**Sodexo Business Development
Operations Lead**
– Pharma Life Sciences Segment

EXECUTIVE SUMMARY

Dynamic and results-driven executive with over two decades of leadership experience in Life Sciences, Manufacturing, and Integrated Facilities Management. Proven record of driving operational excellence, financial growth, and client satisfaction across multi-site, highly technical environments. Expert at developing strategic partnerships with C-level leaders and delivering innovative, data-driven solutions that enhance safety, sustainability and business performance. Recognized for transforming cultures, building high performing teams and achieving top and bottom line results.

SELECT ACHIEVEMENTS

- Led operational teams exceeding 800 associates across North America with full P&L accountability for global strategic accounts in Life Sciences and Manufacturing Sectors.
- Delivered \$25M in operational savings through end-to-end transformation initiatives, logistics optimization, and Lean Six Sigma deployment across 22 facilities and three manufacturing centers.
- Increased account profitability from 1% to 13%, exceeded glidepath savings and achieved \$1M in gain share outcomes.
- Recognized speaker at IFMA Work Workplace and Oracle Global Value Chain Summit for leadership and operational innovation.

PROFESSIONAL EXPERIENCE

VICE PRESIDENT, NORTH AMERICA OPERATIONS GLOBAL STRATEGIC ACCOUNTS

Sodexo | 2016 - 2020

Provided executive leadership for Sodexo's Global Strategic Accounts in the Life Sciences and Manufacturing Sectors. Oversaw over 800 associates delivering integrated facilities management across R&D, commercial, and production sites throughout North America with services including: hard, soft, culinary, EHS/Quality, waste management, scientific services, and end of line (EOL) production. Partnered with executive client leadership to drive performance, innovation, and service excellence across complex portfolios.

P&G ACCOUNT

- Reduced the Safety TIR, removing account from client's "Hyper Care Status", preventing a Fee At Risk (FAR), protecting key contract revenue and allowing for account growth.
- Increased GP from less than 1% up to 13%;
- Achieved a 90% client satisfaction rating (including during Covid);
- During Covid, ensured continuity of services to P&Gs 7x24 hour production needs with no business interruption;
- Savings to client exceeded 5% goal.

GSK ACCOUNT

- Developed a culture of Operational Excellence and change through the implementation of Lean/Six Sigma principles. Trained 98% of Front-Line associates and leaders in a "White Belt" program focused on developing, engaging, and empowering associates. Over 60 projects on safety, process improvements, and cost savings were published.
- Over a one-year period exceeded GMAX contract glidepath savings by over 2%, achieved a gain share exceeding \$600,000, with an additional \$380,000 savings of non-targeted cost for the client. Reduced aged debt on the account by 97%.

CARYL MARIE OLMSTEAD

MPH, CIH_R

INNOVATIVE LEADER

EDUCATION

University of Kansas School of Medicine Kansas City, KS
MPH Occupational & Environment Health, 1998

Montana College of Mineral Science & Technology
Butte, MT
B.S., Occupational Safety & Health

University of Montana
Missoula, MT
B.A., Biology

CERTIFICATIONS

American Board of Industrial Hygiene, Comprehensive Practice, *Certification Retired*

PRESENTATIONS

WOMEN IN FM-PANEL DISCUSSION: IFMA WORLD WORKPLACE CONFERENCE AND EXPOSITION, Charlotte, NC, October 2018

OTM: Providing Distribution Value – A Journey to Success: Oracle Value Chain Summit, San Jose, California, January 2015,

VOLUNTEER EXPERIENCE

Executive Mentoring
International group of leaders mentoring the next generation of female IFMA leaders.

SCORE/NEMA
Business Mentoring

INTERESTS

- Endurance Sports
- Adventure Marathons
- Operational Innovation
- Leadership Development

EXPERIENCE (*continued*)

SENIOR EXECUTIVE, NORTH AMERICA OPERATIONS

Valassis | 2002 – 2015

Identified as a high performing leader, achieved consecutive executive promotions throughout service tenure. Within the last four years of leadership delivered over \$25MM in bottom line savings through cross-functional partnerships, developing and executing “From/To” strategies, and the empowerment of highly effective teams.

Corporate Vice President, EHS, Supply Chain Management

Covering 3 manufacturing facilities, 22 production sites and 2 campus locations, led multi-functional groups, including logistics and fulfillment, supply chain management, procurement, operations, EH&S and sustainability. Delivered multimillion-dollar cost savings with the development of best-in-class practices, influencing cross-functional teams for successful execution of change and by developing associates and a pipeline of leaders.

- Provided leadership, strategic direction and counsel of EH&S and sustainability initiatives, including the achievement of ISO 14001 certification at manufacturing facilities.
- Negotiated pricing agreements and rebate structures, resulting in annual savings of \$5MM.
- Corporate leader responsible for providing the vision and strategy to C-Leadership, in developing and promoting positive brand identity and providing a competitive advantage.
- Leadership in the successful reengineering/organizational change and optimization of the company’s national distribution system resulting in \$14MM year-over-year savings.

Vice President, Client Services, East

Directed 200 professionals in client services and design to strengthen customer engagement and retention. Built client-centric service culture to identify and deliver customized operational solutions.

- Delivered \$5MM in annual savings and \$5MM in revenue growth.
- Improved client retention and satisfaction through process reengineering.

Director of Operations

Managed EH&S, production, logistics, transportation, quality assurance, facilities, and engineering at company’s operation and technology center. Facilitated and executed research and development initiatives for process and operational improvements.

- Reduced facilities total operational costs by 22% and fixed costs by 20%, and improved labor efficiency by 13%.
- Reduced facility’s OSHA-recordable accidents by 80%, workers’ compensation costs by 95%, and lost-time accidents to zero.

Corporate Director, EH&S

Led company’s environmental compliance, occupational health and safety, and loss-prevention programs for 22 facilities nationwide. Directed cross-functional teams to achieve cultural changes, process improvements, and operational involvement to reach EH&S stewardship and operational excellence.

- Developed EH&S management system, resulting in 50% reduction in OSHA-recordable accidents, 40% decrease in lost-time accidents and 60% reduction in worker compensation costs.
- Created environmental stewardship programs and due-diligence procedures that resulted in \$900,000 revenue and cost savings, as well as mitigated \$100,000 in liability costs.



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

Statement of Interest
Boards and Committee Membership

Monday,
~~August 10, 2026~~ ~~6:50 PM~~
July 27, 2026
August 24, 2026
6:30 PM
CONFIRMED ✓

Committee Selection: Communications Comm.

New ☒

Re-Appointment ☐

Regular ☒

Alternate ☐

Name: Silas Richards **Email:** Silas.Richards@gmail.com

Address: 5 Locust Ave **Phone:** 603-502-3760

Registered Voter: Yes ☒ No ☐

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

See attached.

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

N/A

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

Signature: SWR **Date:** July 8, 2026

To be completed by Select Board upon appointment:

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

July 8, 2026

Silas Richards
5 Locust Avenue
Exeter, NH

To whom it may concern,

As an engaged resident who closely follows local government, planning, and community initiatives, I believe effective communication is essential to fostering trust, transparency, and meaningful civic engagement. Exeter is undertaking a number of important projects that will shape the future of our community, and I believe there is an opportunity to strengthen how information is shared with residents and how public feedback is incorporated into decision-making.

My professional background as an educator provided extensive experience communicating complex information to diverse audiences, developing educational materials, facilitating discussions, and building engagement among stakeholders. In addition, my involvement in local community initiatives has provided experience creating surveys, presentations, public correspondence, outreach materials, and digital engagement tools designed to increase participation and gather meaningful public input.

Thank you,
SWR
Silas Richards



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

Interview
8/24/26
6:40 pm
✓ CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: Budget Recommendation

New ☒

Re-Appointment ☐

Regular ☒

Alternate ☐

Name: ANTHONY L. ZWAAN Email: HOME@DRZWAAAN.COM
Address: 7 MARLBORO ST. XTR Phone: 603-770-9805

Registered Voter: Yes ☒ No ☐

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

Prior member x several years. (Could not
commit last year due to my schedule)
Wish to continue contributing to
making this town. Looking for continuous
improvement in a fiscally responsible
way, and participate in review/guidance.

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Prior member of BRE and member
of the planning board prior to that.

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

Signature: Anthony L. Zwaan

Date: 7/29/26

To be completed by Select Board upon appointment:

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



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

August 24, 2026
6:50pm

Statement of Interest Boards and Committee Membership

Committee Selection: Housing Advisory Committee

New ☒

Re-Appointment ☐

Regular ☐

Alternate ☐

Name: Benjamin Hodsdon Email: bhodsdon17@gmail.com
Address: 57 Jady Hill Ave, Exeter, NH Phone: 603-777-2471

Registered Voter: Yes ☒ No ☐

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

I have lived in Exeter my entire life and have a deep love for the community. I work as a civil engineer in the private sector, so I am very familiar with developers, rules, and regulations with regard to economic development and getting housing built. I am also a member of a national organization called Strong Towns, who works to improve affordable housing options, reform zoning, and promote good development in towns across the country. As a young professional living in the Seacoast, I know the struggle for people who need to find more affordable housing, and would like to help the committee with achieving that goal.

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

Signature: Ben Hodsdon Date: 7/19/2026

To be completed by Select Board upon appointment:

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

Public Comment

Discussion/Action Items

Parks & Recreation – After School Program



EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov



MEMORANDUM

TO: Paul Cohen, Town Manager
CC: Melissa Roy, Assistant Town Manager
FROM: Greg Bisson, Director of Parks and Recreation
RE: Youth Recreation Programmer Position/ Afterschool Coordinator/Afterschool Program
DATE: 08/24/2026

Exeter Parks and Recreation seeks to establish a new full-time position to provide critical programming support, allow the department to fully utilize the Exeter Community Center, and expand recreational opportunities for children and families. The department proposes creating a Youth Recreation Programmer/Afterschool Coordinator position, funded 100% through the Recreation Revolving Fund with no impact on the Town's general fund.

Newmarket Recreation and Merrimac Recreation have successfully implemented similar staffing and programming models, showing how dedicated youth programming staff can expand services while generating the revenue needed to support the position.

The proposed position would be supported through three primary Recreation Revolving Fund revenue sources to cover salary, benefits, and retirement:

- **60% – Afterschool Program Revenue:** The majority of the position would be supported by revenue generated through the department's newly developed afterschool program.
- **30% – Summer Camp Revenue:** A portion of the position would be supported through summer camp revenue, reflecting the position's significant role in planning, coordinating, and operating the department's summer camp program.
- **10% – Youth Sports Revenue:** The remaining portion would be supported through youth sports revenue, with the position responsible for coordinating the department's youth sports offerings.

As outlined in the draft job description, the Youth Recreation Programmer/Afterschool Coordinator would oversee the department's afterschool program, help organize and operate summer camp, and coordinate youth sports programs. The position would also work closely with Caroline Neel, Recreation Coordinator, to expand youth and family programming, special events, and other recreational opportunities throughout the year. This is a non-union position at grade 4. Current enrollment has already generated sufficient revenue to cover 60% of this position's share. We would like the position to start full-time on October 19th, which is the beginning of a pay period.

Meeting a Demonstrated Community Need

The department has been actively exploring ways to expand programming at the Community Center and ensure the facility is being used to its fullest potential. As part of that effort, Parks and Recreation recently surveyed the community regarding the need for afterschool programming. The feedback reinforced what

the department has been hearing from local families: existing afterschool programs in Exeter are at capacity, with extensive waitlists and limited affordable childcare options.

The Community Center gives the department a unique opportunity to address this need. With dedicated space now available, an afterschool program represents one of the most impactful and productive uses of the facility during weekday afternoon hours. It would provide families with an additional affordable childcare option while creating a sustainable revenue source that can directly support expanded recreation services.

Establishing an afterschool program would also create opportunities for the department to build a more comprehensive school-age childcare and recreation program. With appropriate staffing, Parks and Recreation could expand beyond traditional afterschool care to offer school vacation camps, school-out and professional development day programs, Kids' Night Out events, and additional enrichment opportunities throughout the year.

Addressing Current Staffing Capacity

While the department has identified significant opportunities to expand programming, current staffing levels have reached their capacity. Existing staff are fully committed to managing and maintaining the department's current quality programs, facilities, events, administrative responsibilities, and seasonal operations. As a result, staff capacity, not a lack of ideas, community interest, or available space, has become the primary factor preventing the department from offering additional programming.

The opening of the Community Center has created new opportunities for Parks and Recreation, but additional space alone does not provide the staffing necessary to develop, supervise, and sustain new programs. Without additional personnel, asking existing staff to take on an afterschool program and other expanded youth offerings would require either reducing existing services or stretching staff resources beyond a sustainable level.

The proposed Youth Recreation Programmer/Afterschool Coordinator would directly address this limitation. By assuming primary responsibility for afterschool programming and providing dedicated support for summer camp and youth sports, the position would create additional capacity throughout the department. This would allow the department to maintain the quality of its current programs while also taking advantage of the programming opportunities the Community Center makes possible.

Expanding the Department's Capacity

Adding a dedicated youth recreation professional would increase the department's overall programming capacity and allow existing staff to focus more effectively on their respective areas of responsibility. The position would provide the staffing infrastructure necessary to develop new programs, strengthen existing offerings, and respond more effectively to the recreational needs of Exeter families.

The additional staffing would also allow the Recreation Coordinator to dedicate more time to developing new youth and family programs and events rather than having available staff time consumed by the day-to-day operation of existing programs. In this way, the position would have a multiplier effect: it would directly manage several major programs while also creating capacity for the department to expand its offerings.

Most importantly, the proposed position represents an opportunity to expand services in a financially sustainable manner. Rather than relying on additional general fund support, the position would be funded through the programs and services it helps administer and grow. As participation increases, those programs would continue to reinvest revenue into staffing, programming, and recreational opportunities for the community.

Creating the Youth Recreation Programmer/Afterschool Coordinator position would address two significant needs at the same time: the community's need for additional affordable youth and afterschool programming and the department's need for additional staffing capacity to provide it. The position would allow Exeter Parks and Recreation to maximize the use of the Community Center, strengthen existing youth programs, expand services for families, and establish a sustainable foundation for continued programming growth—all while being supported entirely through Recreation Revolving Fund revenues.

Afterschool Details:

The department currently has the capacity to offer 140 afterschool participant spots per week, with up to 28 children accommodated each day. This structure will give families flexibility while ensuring enrollment remains at a level program staff can safely and effectively manage.

Transportation is an important component of making the program accessible and convenient for Exeter families. The department is currently working with the SAU to explore establishing the Community Center as a regular afternoon bus stop. However, the SAU cannot commit to adding the stop until the school year is underway and transportation needs and available bus capacity are better established.

In the meantime, the department has developed a transportation plan that will allow the program to move forward independently. Durham Bus has been contracted to provide transportation one day per week, while Parks and Recreation will provide transportation the remaining four days using department vans. Ideally, once the SAU better understands its transportation capacity, the Community Center can become a regular bus stop. This would provide a more efficient and sustainable long-term transportation solution for the program.

A team of part-time staff would support the Afterschool Coordinator to ensure appropriate supervision and a high-quality experience for participants. The department anticipates using many of the outstanding seasonal staff who currently work in our summer camp program, providing continuity for children already familiar with Parks and Recreation staff. The anticipated staffing model would include an Afterschool Supervisor and two additional support staff, working alongside the Afterschool Coordinator. This structure would provide the staffing necessary to supervise daily activities, facilitate transportation, manage transitions, and offer a variety of structured and unstructured recreational opportunities.

One significant advantage of operating the program from the Community Center is its proximity to the Recreation Park and existing recreational amenities. The program would not be limited to activities inside the Community Center. Depending on weather, scheduling, and programming needs, participants could walk to Planet Playground, utilize the basketball and tennis courts, participate in games and activities on the athletic fields, and use the pavilion for snacks and outdoor activities. This access allows the department to provide children with a diverse afterschool experience that emphasizes recreation, social interaction, physical activity, and time outdoors.

The Community Center itself would provide space for indoor recreation, games, enrichment activities, homework or quiet time, arts and crafts, and other structured programming. Having both indoor space and

immediate access to the Recreation Park would allow staff to develop a well-rounded program and adjust daily activities based on weather, participant interests, and group needs.

The program would operate through 6:00 p.m. each weekday, recognizing the needs of working families and the challenges many parents and guardians face in finding afterschool care that aligns with their work schedules. By combining transportation from school, extended afternoon hours, dedicated recreation staff, and access to both the Community Center and Recreation Park, the department aims to provide a safe, affordable, active, and convenient afterschool option for Exeter families.

Ultimately, the program is designed to be more than simply a childcare option. It would extend the department's recreation mission into the afterschool hours by providing children with a supervised environment where they can be active, build friendships, participate in new activities, and enjoy the recreational resources available within the community.

An important component of making the program accessible to a broader range of Exeter families will be the department's participation in the New Hampshire Child Care Scholarship Program. As a municipal recreation program, Exeter Parks and Recreation intends to register with the State as a *license-exempt child care provider pursuant to RSA 170-E:3, I*, which provides exemptions from child-care licensing requirements for qualifying programs, including municipal recreation programs such as Exeter Parks and Recreation. New Hampshire specifically recognizes municipal afterschool and summer recreation programs within its license-exempt framework.

Registering with the State as a license-exempt provider will allow the department to pursue participation in the New Hampshire Child Care Scholarship Program, enabling eligible families to use state child-care assistance toward the cost of the afterschool program. License-exempt providers receiving Child Care Scholarship funds remain subject to applicable State health, safety, background check, enrollment, and program requirements.

This supports the department's goal of creating an afterschool program that is not only sustainable but also accessible and affordable for Exeter families at different income levels. While participant fees are necessary to support staffing, transportation, and program operations, accepting Child Care Scholarship assistance will help ensure program fees do not prevent eligible families from accessing care.

The department will work directly with the appropriate State agencies to complete the registration process and ensure compliance with all requirements applicable to a municipal, license-exempt afterschool program before accepting scholarship payments. This approach allows the Town to maintain the program's recreational nature while also providing qualifying families access to financial assistance for afterschool care.

Current Afterschool enrollment

As projected, the afterschool program has experienced a steady stream of registrations since enrollment opened just two weeks ago, demonstrating encouraging early interest from Exeter families. Of the 140 available participant spots per week, 67 spots are already enrolled, representing nearly 48% of the program's initial capacity, with 11 days remaining before the first day of school. Because this is a brand-new program still being introduced to the community, the department views this early enrollment as a positive indicator of demand.

The department will continue actively promoting the program as families prepare for the upcoming school year. Parks and Recreation will have an information booth at the meet-and-greet events at both Main Street School and Lincoln Street School, providing staff with an opportunity to speak directly with parents and guardians, answer questions, explain transportation arrangements, and assist families interested in registering. The SAU office will also distribute program information, and the department will continue using its existing communication and marketing channels to increase awareness.

Continued outreach will be particularly important during the program's first year. Because the afterschool program is a new service, some families may not yet know this option is available. Additionally, many families finalize their childcare and afterschool arrangements immediately before or shortly after the school year begins. For that reason, the department anticipates that enrollment will continue to grow as awareness increases and families become more familiar with the program.

The program will operate with open enrollment throughout the school year, as long as space remains available. Registration will be accepted on a first-come, first-served basis, allowing families to select the days that best meet their childcare needs. The department also intends to provide flexibility for families who may not require consistent weekly care. Drop-in registration will be permitted when space is available, provided the department receives the completed registration by 1:00 p.m. on the day care is needed. This flexibility will provide an additional resource for families facing unexpected changes in work schedules, childcare arrangements, or other circumstances requiring afterschool coverage.

The department's initial operating capacity is 28 participants per day, or 140 participant spots per week. With 67 weekly spots already enrolled, approximately 73 weekly spots remain available at the current capacity. The department will continue monitoring enrollment patterns by day, as individual days may reach capacity before the overall weekly program does.

Transportation remains a primary factor affecting the program's potential capacity. If the SAU can accommodate transportation to the Community Center through its regular bus system, the department anticipates increasing program capacity from 28 to 30 participants per day. This would expand the program from 140 to 150 available participant spots each week, providing additional opportunities for Exeter families while also reducing the department's reliance on its own transportation resources. The program will be limited to 30 participants due to the facility's capacity, with other programs expected to occur simultaneously.

Strong initial enrollment, continued outreach, flexible registration options, and the potential for increased transportation capacity position the department to grow the program responsibly as demand develops. Because this is the program's first year, staff will closely monitor daily enrollment, transportation needs, staffing levels, family feedback, and waitlists. This information will help the department evaluate demand and make informed decisions about future program capacity and expansion.

Ultimately, the department's goal is to build the program sustainably while remaining responsive to working families' needs. Early registration numbers are encouraging, and with continued promotion and increased community awareness, the department expects enrollment to continue building as the school year approaches and the program becomes an established afterschool option in Exeter.

Attached are flyers and descriptions of our expanded youth programming. Caroline Neel, Recreation Coordinator, is available to answer any questions.

Sincerely,

Greg Bisson
Director
Exeter Parks and Recreation



Afterschool Adventure Program

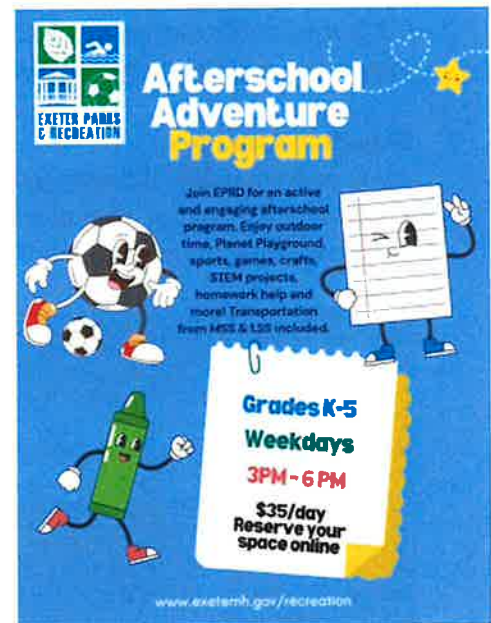
Grades K-5

Exeter Parks & Recreation is excited to introduce the brand-new Afterschool Adventure Program for the 2026–2027 school year! Designed for children in grades K–5, this fun-filled program will be held at the Exeter Parks & Recreation Community Center, located at 10 Hampton Road.

The Afterschool Adventure Program provides a safe, active, and engaging environment where children can unwind, learn, and play after the school day. Each afternoon will feature a wide variety of exciting activities, including outdoor play, adventures at Planet Playground, sports, group games, arts & crafts, STEM projects, homework assistance, and so much more. Every day brings new opportunities for fun, creativity, friendship, and discovery!

Program Information:

Families may choose to enroll their child for 1 to 5 days per week, based on their needs at a rate of \$35/day per child. The program is held from 3:00pm-6:00pm.



Invoices will be sent out at the beginning of the month and weekly payments are required unless the invoice is paid upfront.

The program will not be held on holidays, vacation weeks, or when school is cancelled or dismissed early due to inclement weather.

Transportation Information:

For the 2026-2027 School Year; transportation in the EPRD Van or School Bus will be available for students attending the following schools:

- Main Street School
- Lincoln Street School

Caregivers are responsible for informing their student's school that they will be attending the Afterschool Adventure Program with Exeter Parks & Recreation. This ensures that your child boards the correct bus. Program staff will have a copy of the daily roster for each school. In the

event that the school is not notified, program staff will not be able to collect your child at their school.

Registration Information:

Registration requires a deposit of just \$35 which locks in your space for the entire school year.

Program Withdrawals:

If you wish to withdraw your student from the program, written notice must be given to the Program Coordinator by the 15th of the month for the next month. Late withdrawals will still be required to pay the current invoice in full.

Schedule Changes:

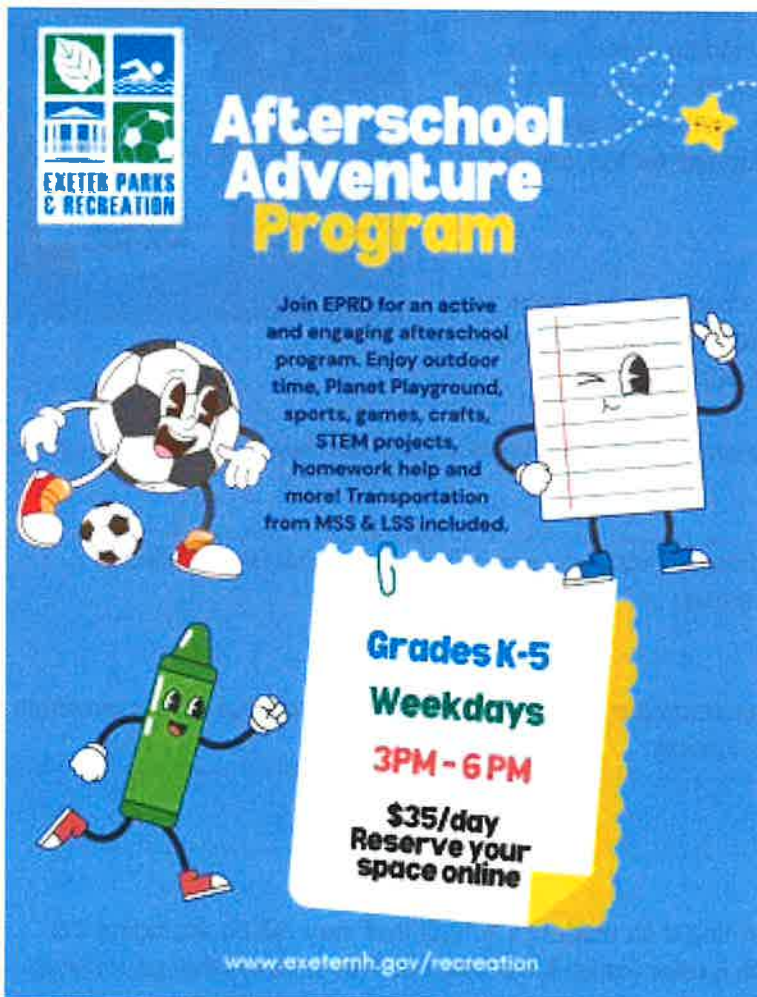
If you need to make changes to the days that your student is attending the program, we ask for 2 weeks written notice so that we can ensure proper staffing levels in the program. Written notice must be provided to the Program Coordinator via email. All schedule change requests

are subject to availability. While we will do our best to accommodate your needs, as our program grows, we may not have the capacity to accept your student on an alternate day beyond their original scheduled registration.

Absences:

Please note, we are not a “drop in” daycare service center. You are required to pay for your child’s spot, whether or not your child is in attendance. There will be no credits and or refunds for absence from our program due to illness less than 5 consecutive days, family vacations, school activities and or school trips.

Absences due to illness of 5 consecutive days or more from both school and the Afterschool Adventure Program require a doctor’s note prior to any credit consideration.

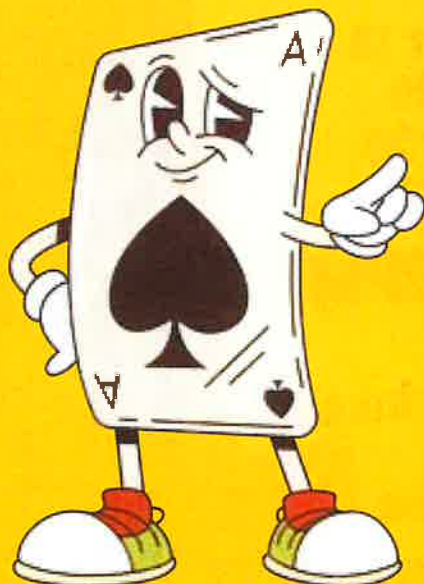
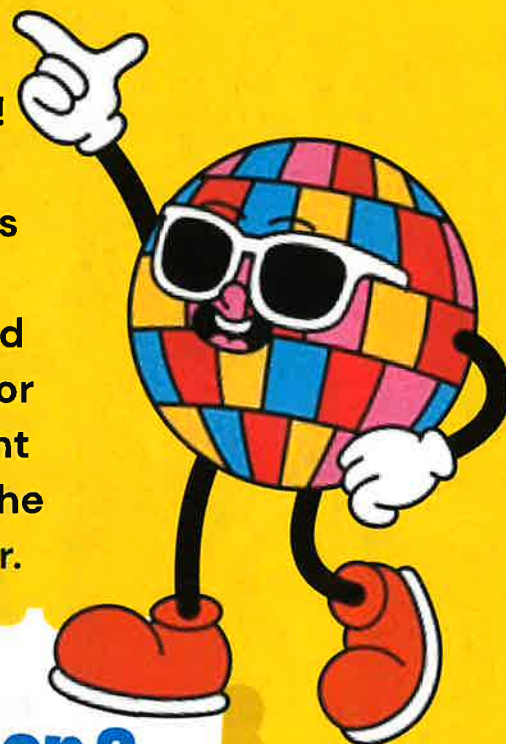
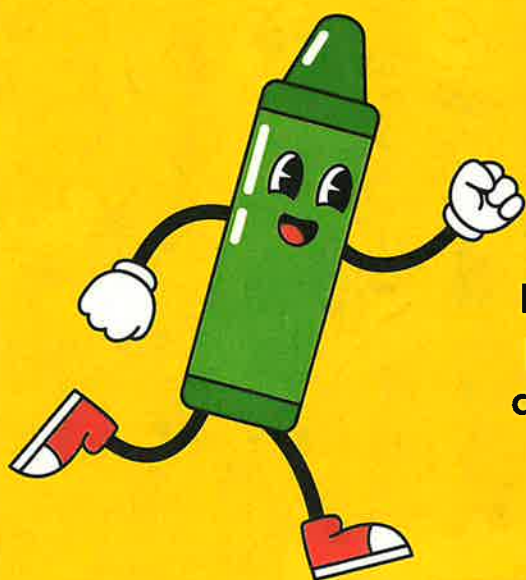




School's Out Adventure Program

Grades K-5

No school? No problem!
EPRD's School's Out
Adventure Program gives
kids a fun-filled day of
adventure, creativity, and
play when school is out for
professional development
days. Program is held at the
EPRD Community Center.



September 8
October 9
November 3
March 9
8AM-5 PM

\$65/day
includes pizza lunch
Register online

www.exeternh.gov/recreation



Kid's Night Out

Grades K-6

Parents, enjoy a night off while your kids enjoy a night of fun! Kids will have a blast with pizza, snacks, drinks, games, crafts, and a G- or PG-rated movie with friends. Program is held at the EPRD Community Center.



**3rd Friday
of the Month**

September 18

October 16

November 20

December 18

5:30PM-9PM

\$35/kid

**includes pizza, drinks &
snacks**

Register online



www.exeternh.gov/recreation

Parks & Recreation – Exeter Hospital Grant



Community Grant Agreement

Grantor:	Exeter Hospital, Inc.
Recipient:	Exeter Parks & Recreation Department, Inc.
Project Title:	Senior Programming through Exeter Parks & Recreation Dept
Grant Award:	\$90,000 Year 1: \$30,000 Year 2: \$30,000 Year 3: \$30,000
Award Period:	8/1/26-10/30/29

This Community Grant Agreement ("Agreement") is entered into on August 1, 2026 ("Effective Date") by and between Exeter Hospital, Inc. ("Grantor") and Exeter Parks & Recreation Department, Inc. ("Recipient").

Whereas, Grantor is a member of Beth Israel Lahey Health, Inc. (BILH), a healthcare system that brings together academic medical centers and teaching hospitals, community and specialty hospitals, and more than 39,000 employees in a shared mission to expand access to great care and advance the science and practice of medicine through groundbreaking research and education;

Whereas, Grantor, in partnership with the BILH system, is committed to providing the very best care and strives to improve the health of the people and families in its Community Benefits Service Area (CBSA). Through a comprehensive Community Health Needs Assessment (CHNA) conducted in 2025, Grantor identified major health priorities facing the community. Grantor will be awarding grant funding to community organizations that can implement programs and services to address these needs;

Whereas, Grantor makes every effort to prioritize investment in programs to address health inequities. Its community engagement and investment efforts are guided by the following principles:

Accountability: Hold each other to efficient, effective and accurate processes to achieve our system, department and communities' collective goals.

Community Engagement: Collaborate meaningfully, intentionally and respectfully with our community partners and support community initiated, driven and/or led processes especially with and for populations experiencing the greatest inequities.

Equity: Apply an equity lens to achieve fair and just treatment so that **all** communities and people can achieve their full health and overall potential.

Impact: Employ evidence-based and evidence-informed strategies that align with system and community priorities to drive measurable change in health outcomes.

Whereas, Recipient submitted a grant application for funding from Grantor to conduct Senior Programming that will provide reduced or no-cost health, fitness, and wellness classes to the senior population aimed at reducing isolation as set forth in [Appendix B](#) and [Appendix C](#) (the “Project”); and

Whereas, Grantor has reviewed and approved the Recipient’s grant application and would like to award Recipient \$90,000 (the “Grant”) to be applied to the Project, subject to the terms and conditions of this Agreement.

Funding Disbursement Schedule and Invoicing

Subject to the terms of this Agreement and Recipient’s ongoing compliance with its obligations under this Agreement, the Grant will be disbursed to Recipient as follows:

By September 1, 2026: \$30,000

By September 1, 2027: \$30,000

By September 1, 2028: \$30,000

The parties understand and agree that Grantor has no continuing obligation to provide funding to Recipient beyond any particular payment and that continued disbursement by Grantor of grant funds to Recipient is at the sole discretion of Grantor throughout the Award Period. Continued disbursement may be contingent upon, among other things, Grantor’s satisfaction with its review of reports submitted by Recipient and Recipient complying with the terms of this Agreement.

To initiate the disbursement of funds, Recipient will provide the Grantor an invoice that includes all of the information on [Appendix A](#) to this Agreement. If Grantor intends to make a disbursement to Recipient for the following period, payment will be made sixty (60) days after Grantor’s receipt of an invoice.

Grant Requirements

Scope of Work

The Grant is contingent upon the total investment amount being used solely for the Project. Any adjustments to this Agreement, including any revisions to how the funds will be spent (i.e., the Project or budget), must be submitted to the Grantor and authorized in writing, prior to making any changes in spending.

Metrics and Reporting Schedule

The Recipient will report on the following metrics:

Years 1, 2, and 3

- # of individuals served
- # and types of activities offered
- % of attendees reporting decreased social isolation
- % of attendees reporting improved sense of independence
- % of attendees reporting increased quality of life

Years 2 and 3

- # of partnerships

The Recipient will be expected to report on program updates, data, progress toward SMART Goals, and provide a financial progress report in accordance with the following schedule:

Type of Report	Reporting Period	Due Date
Midyear: Written/Verbal Report	10/1/26-3/31/27	April 30, 2027
Annual: Written Report	4/1/27-9/30/27	October 30, 2027
Midyear: Verbal/Written Report	10/1/27-3/31/28	April 30, 2028
Annual: Written Report	4/1/28-9/30/28	October 30, 2028
Midyear: Verbal/Written Report	10/1/28-3/31/29	April 30, 2029
Annual: Written Report	4/1/28-9/30/29	October 30, 2029

Recipient agrees to regular communication with Grantor and regular review of progress being made. Unsatisfactory reviews or actions not in accordance with the terms of this Agreement may result in probationary periods and/or immediate termination of the award and this Agreement, including the return of funds.

Recipient agrees to present to the Grantor's Community Benefits Advisory Committee about the impact of the funds. The Recipient agrees to attend and present at the Grantor's Community Benefits Annual Meeting.

If Recipient fails to timely submit any report or required data hereunder, Grantor may, at Grantor's sole option, reduce or terminate in its entirety any undistributed Grant funds to Recipient. Grantor shall determine, in its sole discretion, whether Recipient has complied with the terms of this Agreement and whether Grantor intends to make a distribution to Recipient for the following period. The parties agree that Grantor's determination with respect to future distributions under the Grant is within Grantor's sole discretion and shall be final and binding on the parties.

Conditions

The Recipient agrees and consents to the following conditions:

- The Recipient has or will provide Grantor with verification of the Recipient's public charity status under Sections 501(c)(3) of the Internal Revenue Code and agrees to notify the Grantor of any change in the Recipient's status during the Award Period.
- Recipient will use the grant funds exclusively for the purposes and objectives specified in the approved Project submitted to Grantor (See [Appendix B](#)).

- Recipient represents that it is in good financial health and able to complete the Project within the Award Period.
- If at any time, Recipient suspends its operation or anticipates the suspension or cessation of its operations that could in any way impact Recipient's ability to complete the Project, Recipient must immediately inform Grantor in writing. If Recipient suspends its operation and is unable to perform its obligations hereunder: (a) any remaining Grant funds shall be refunded to Grantor within thirty (30) days after the date of notice of suspension or cessation; or (b) Grantor may, at its sole option, allow a no cost extension.
- No disbursement will be made until the Recipient has provided Grantor with a signed IRS Form W-9. The Grantor will not reimburse for expenses incurred before the start date nor after the end of the Award Period.
- Recipient will notify Grantor of public events celebrating the Project and invite Grantor executive leadership to participate.

Term and Termination

This Agreement shall commence on August 1, 2026 and shall continue through October 30, 2029 ("Award Period"). Grantor may terminate this Agreement at any time upon thirty (30) days' prior written notice to Recipient, or immediately upon any breach of the terms and conditions of this Agreement. In the event of termination, Recipient shall submit a financial report detailing funds expended as of the date of termination and return any unspent funds within thirty (30) days.

Transferring Funds or Rights

Recipient shall not, under any circumstance, transfer, assign or encumber any portion of the Grant. The Recipient agrees that the Grant will not be expended, transferred, or used for any purpose other than as stated in this Agreement or in any fashion that is prohibited by an applicable law of the United States.

Communication and Publicity

Recipient agrees that in all media (printed materials, social media, annual reports, press releases or articles) publicizing the Project, the Grantor shall be recognized in the following manner: "BILH Community Benefits Community Program." Except as stated above, no press release, advertising, sales literature or other written statements or oral statements to the public in connection with or alluding to this Agreement or award containing any reference to Grantor or its affiliates, shall be made by Recipient without the prior written approval of Grantor. Recipient agrees to forward any draft public statements, as described above, to the Grantor at least five (5) business days in advance, for review and approval.

Presentations

In the event Recipient wishes to include the funded Project in presentations, abstracts, research or the like ("Presentations"), Recipient will at a minimum get written approval from Grantor and acknowledge Grantor's support. Where possible, Recipient will include Grantor's team in the Presentations.

Data Sharing and Use

Recipient agrees to grant the Grantor the right to access, possess and use (including sharing with third parties) any non-identifying information or data developed or produced by Recipient (or anyone working on Recipient's behalf) as part of the work covered by this Agreement, and any similar information or data provided to Recipient by another party for use in the work covered by this Agreement. Recipient will provide such information or data upon request, and Recipient is responsible for maintaining the confidentiality and security of such information or data, and removing any personally identifiable information (e.g., name, address, phone number, and social security number) from any such information or data provided to the Grantor.

Liability

Recipient acknowledges and agrees, in entering into this Agreement with Grantor, Recipient is acting on Recipient's own behalf, and the Grantor is not and shall not be liable for any acts or omissions of Recipient. Further, Recipient is solely responsible and liable to the Grantor for the actions of Recipient's employees, volunteers, contractors, subcontractors and other individuals or entities performing work on Recipient's behalf.

Choice of Law, Venue

This Agreement shall be interpreted according to the laws of the State of New Hampshire without regard to or application of choice-of-law rules or principles. Recipient hereby consents to the jurisdiction of any state or federal court of competent jurisdiction in the State of New Hampshire for any litigation arising from this Agreement.

Unspent Funds

In the event that Recipient does not expend all grant funds by the end of the Award Period or termination of this Agreement, then within thirty (30) days of termination, Recipient shall provide Grantor with a written explanation as to why the funds were not spent. It shall be within Grantor's sole discretion whether to grant Recipient a no-cost extension to extend the amount of time for activities or request Recipient return such funds. Should Grantor require the return of the unexpended funds, Recipient shall remit such funds to Grantor within thirty (30) days of receiving such notice.

IN WITNESS WHEREOF, this Grant Agreement is signed by:

Exeter Hospital, Inc.

Exeter Parks & Recreation Department, Inc.

Name: Deb Cresta

Name:

Title: President

Title:

Date:

Date:

Appendix A: Sample Invoice

Note: Below are the required fields for invoicing. Recipients are welcome to customize the invoice further per their organization's needs.

To: Exeter Hospital, Inc.

For: Senior Programming

Invoice #: [Must be Unique]

Invoice Date:

Federal Tax ID#:

DUNS# (if applicable):

Summary of Services: [Refer to grant agreement and provide brief summary of planned activities]

Funding Amount Requested: \$ xxx

Make Check Payable to:

Contact: [Contact Info and Organization name and mailing address, including telephone number and email]

Appendix B: Scope of Work and Project Goals

Program Description Briefly (2–4 sentences) describe the population your program serves (including any priority or focus groups), the key services or activities provided, and the intended outcomes or impact of the program.	EPRD will use funds to provide reduced or no-cost health/wellness/fitness classes, free monthly luncheons, reduced or no-cost trips and pay a portion (20%) of our part time senior coordinator salary. We design a variety of programs to appeal to different backgrounds and interests, but our goals for these programs remain the same across our offerings.
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<i>Overall Primary Program Goal</i>	
What change does the program look to make by the end of FY29?	Increase independence, reduce isolation and improve quality of life through programming, trips and special events.

	Goal <i>The overall change you intend to make and why it matters</i> <i>Quantify this change</i> <i>Please note: There should be a metric in the last column that measures the specific goal</i>	Activities <i>What the program will do to achieve the goal</i>	Metrics (minimum of three per goal) <i>How you will measure and track progress</i> <i>How you will describe success</i> <i>Please note: There should be a metric that measures the overall change mentioned in the Goal column</i>
FY27: Year 1	Serve 150 seniors through programming, trips and special events. The overall changes we aim for, which are dependent on the program, are increased independence, reduced isolation and	We will design and offer a variety of programs at little to no cost that will appeal to people of different backgrounds and interests. Programs are designed to improve health & wellness, reduce isolation and increase a person's ability to age in place.	# of people served a. Our registration software tracks participants age and location, which gives us valuable information. # of people served

	improved quality of life.	We will offer transportation when feasible; Offer Monthly Senior luncheons which are designed to reduce food insecurity and create a sense of community.	# and types of activities offered to participants during the grant period b. This information will show us which programs are popular and will reveal trends or areas that are high priority to certain demographics. Decrease of reported social isolation (before vs after programming) c. We will survey attendees once a program has ended to determine if their level of isolation has decreased due to participation Improved sense of Independence d. Through surveys we will record the number of participants who feel that our programs have helped become more comfortable Aging in Place Improved Quality of Life e. Surveying participants once a
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			program has ended to determine if their quality of life has increased due to participation
FY28: Year 2 <i>Describe how the program will grow or evolve each year</i>	Serve an additional 75 Older Adults (ages 50+)	Increase the # of participant zip codes; Add new partnerships with organizations that share our goals	# of Older Adults Served # of Partnerships # of new programs, trips and/or special events Decrease of report isolation; Improved sense of independence and Quality of Life
FY29: Year 3 <i>Describe how the program will grow or evolve each year</i>	Sustain programming across the Exeter Area Improve senior quality of life	Strengthen communication; increase senior program budget through town general fund and/or receive additional grant funding	# of Older Adult Served # of Partnerships # of programs, trips and/or special events Amount of tax dollars and/or grant funds that are earmarked for senior programming Decrease of report isolation; Improved sense of independence and Quality of Life

Appendix C: Budget

Instructions: Please complete the following program budget information by inserting applicable data in the non-highlighted cells below. Add additional rows as needed (and adjust sum formulas accordingly). Column J should be inclusive of column I and any additional funds your organization is allocating towards the project.

BUDGET CATEGORIES				Budget Request from BILH - Year 1 (FY27)	Budget Request from BILH - Year 2 (FY28)	Budget Request from BILH - Year 3 (FY29)	Total Budget Request from BILH (Over 3 Years)	Total Project Budget (inc. other funds)
A. Personnel (including time spent on evaluation-related tasks)								
Position	Effort (FTE)	fringe	fringe					
1 Part-time Senior Coordinator			\$8,000	\$8,000	\$8,100	\$8,200	\$24,300	
2 FICA/MEDI			\$600	\$496	\$502	\$508	\$1,500	
3			\$0				\$0	
4			\$0				\$0	
5			\$0				\$0	
6			\$0				\$0	
7			\$0				\$0	
Subtotal Personnel Cost				\$8,496	\$8,602	\$8,708	\$25,800	\$128,000
B. Contractual/Consultant Services								
1 Day Trips for Seniors				\$5,300	\$5,300	\$5,300	\$15,900	\$20,000
2 Program Instructors				\$7,600	\$7,600	\$7,600	\$22,800	\$30,000
3 Senior Luncheons				\$6,000	\$6,000	\$6,000	\$18,000	\$19,800
Subtotal Consultant Cost				\$18,900	\$18,900	\$18,900	\$56,700	\$69,800
C. Non-Personnel Direct Program Costs (e.g. Travel, Supplies, Equipment, Stipends, Etc.)								
1 Luncheon Supplies				\$1,500	\$1,500	\$1,500	\$4,500	
2							\$0	
3							\$0	
4							\$0	
5							\$0	
6							\$0	
7							\$0	
8							\$0	
Subtotal Non-Personnel Direct Program Cost				\$1,500	\$1,500	\$1,500	\$4,500	\$6,000
D. Sub-Grantee / Partner Costs (if applicable)								
Name of Sub-Grantee organization, brief description of role								
1							\$0	
2							\$0	
Subtotal Sub-Grantee Cost				\$0	\$0	\$0	\$0	\$0
E. Other Evaluation-Related Costs (recommend that total evaluation costs are 10% of the budget)								
1 Postage				\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00	
2							\$0.00	
Subtotal Evaluation-Related Cost				\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00	\$0.00
F. Other Administrative and Overhead Costs (See RFP for Maximum Allowed)								
1							\$0	
2							\$0	
Subtotal Admin and Overhead Cost				\$0	\$0	\$0	\$0	\$0
TOTAL				\$29,896	\$30,002	\$30,108	\$90,000	\$203,800

Parks & Recreation – Powder Keg Beer & Chili Application



EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov



MEMORANDUM

TO: Paul Cohen, Town Manager
CC: Melissa Roy, Assistant Town Manager/HR Director
FROM: Greg Bisson, Director of Parks and Recreation
RE: Powder Keg Beer and Chili Application
DATE: 08/24/2026

Please find the attached application, which has been approved by the Police, Fire Department, Public Works, and Health authorities. Following this approval, the Chamber of Commerce will reapply for the license. Thank you for your time and consideration regarding this significant event.

Sincerely,

Greg Bisson
Director
Exeter Parks and Recreation



TOWN OF EXETER

10 HAMPTON ROAD • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov

Special Event Application

The Town of Exeter requires licensing for all Special Events where the Select Board is the licensing authority.
Return all Special Event applications to Exeter Parks and Recreation, at 10 Hampton Road, Exeter NH.
For information or questions concerning the application call 603-773-6151 or email JGusler@exeternh.gov
Special Event License (Reference RSA 286 1-5, Town Ordinance Chapter 807)

Please note: Application must be received by the Parks and Recreation Office at least 14 business days prior to event and at least 30 business days prior to event if food will be distributed/sold. All services must be paid in full within 30 days of receipt.

TYPE OF EVENT

- ☒ Special Event ☐ Road/Bike Race ☐ Parade ☐ Protest/Rally ☐ Fireworks

LOCATION OF SPECIAL EVENT

- | | |
|--|--|
| ☐ Multigenerational Community Center
(10 Hampton Road) | ☐ Founders Park |
| ☐ Townhouse Common | ☐ Townhall Main* |
| ☐ Downtown Bandstand | ☐ Art Gallery* |
| ☐ Senior Center | ☒ Swasey Parkway * |

*Keys are required to be signed out at the Parks and Recreation Department for these Facilities

EVENT DETAILS

Date of Event: 10/3/2026 Start Time: 7:00AM End Time: 6:00PM
Name of Event: POWDER KEG BEER & CHILI FESTIVAL
Number of Anticipated Attendees (Including Volunteers and Staff): 3,250
Organization Name: EXETER AREA CHAMBER OF COMMERCE / EXETER PARKS & REC
Organization Address: 130 FRONT ST, EXETER, NH 03833 / 10 HAMPTON RD, EXETER, NH 03833
Event Representative Name/ Title: GREG BISSON, DIRECTOR P&R, JEN WHEELER, PRES-CHAMBER
Day of Contact Phone # 603-773-8493 Event Representative Email: GBISSON@EXETERNH.GOV
JENNIFER@EXETERAREA.ORG

Please Circle One: Are you a Exeter, Non-Profit Group: Yes Are you a Non-Exeter, Non-Profit Group: Yes
Are you a Exeter For Profit Group: Yes Are you a Non-Exeter For Profit Group: Yes

Describe the Proposed Event:

Is your event using promotional signage around the Town of Exeter? ☒ Yes ☐ No If yes, prior approval is required

Blocking Off Road(s): ☐ Yes ☒ No If yes, which one(s) _____

of Parking Spaces: _____ Locations: _____



Special Event Application

WILL YOUR EVENT INVOLVE ANY OF THE FOLLOWING? (Please check all that apply)

Food/Beverage/Concessions/Vendors/sales
(inspection by Health Officer)

☒ Yes ☐ No

Alcoholic Beverages Served

☒ Yes ☐ No

State Liquor Permit Received

☐ Yes ☒ No

Town Liquor Permit Approved

☐ Yes ☒ No

Needed to Submit

Date Rcvd: _____

Date Rcvd: _____

Electronic sound amplification equipment, speakers, public
address system (must follow noise ordinance)

☒ Yes ☐ No

Propane/Charcoal BBQ grills (Inspection by Health Officer)

☐ Yes ☒ No

Electrical set up/ electrical cords run to the site
(inspection needed by Electric Inspector)

☐ Yes ☒ No

Fire pits, bonfires, kindle fire, campfire and other outdoor
burning (must have permit from Fire Department)

☐ Yes ☒ No

Tents/canopies If so, list quantity and size

☒ Yes ☐ No

30 # & Size *10'x10'*

Animals at the event. If so, describe

☐ Yes ☒ No

Motorized Vehicles. If so, describe

☐ Yes ☒ No

ADDITIONAL DOCUMENTATION NEEDED TO COMPLETE/ATTACH TO PERMIT APPLICATION

All applicants for Special Events need to provide WRITTEN ANSWERS TO THE QUESTIONS BELOW.

1. **Site Plan:** Please attach a drawing of the event layout, including parking, facilities, vendor setup etc. (even if you supplied one in previous years).
2. **Security/Crowd Control Plan:** Describe how you plan to manage event goers while not surpassing the maximum seating capacity of indoor events or how you will secure, control, and assure compliance with laws and licensing conditions in the case of an outdoor event. *We hire 6 detail Officers*
3. **Traffic Control/ Parking Plan:** The estimated number of vehicles, provisions for parking, number of police officers or employees necessary to control traffic, type and location of any signs, and any other accommodations or procedures planned to handle attendees and their vehicles.

We open the parkway from 7am-10am so vendors can drop off. Vendors park at PEA LOT and back side of parkway. Road opens @ 4:30 and closed @ 6pm.

Special Event Application

4. **Fire Emergency Plan:** The estimated number of occupants of all indoor events to assure compliance with the laws and permit rules and conditions required by the NH State Fire Code and its adopted references for places of

Will work with fire department

assembly.

5. **Ambulance/ Medical Service Plan:** Detail the on-site emergency medical services and transportation plan.

Will work with fire department

6. **Ticket Distribution Plan:** Outline the distribution of tickets prior to the event and/or at the time and place of the event, including provision for a limitation on ticket sales to maintain required occupancy levels and provision for the refund of ticket costs in the event of cancellation of the event.

We sell tickets online only

7. **Sanitary Facilities Plan:** A plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.

We bring in 40 porta potties

8. **Food Service Plan:** A food service plan, which may require review and acceptance by the Exeter Health Officer or a vendor permit from the Fire Department. Please list what types of food will be served and where it will be served within the facility.

Chili vendors and food trucks. Work with Health Officer

9. **Special Duty Service Fees:** The application fee does not include the cost of Fire or Police protection/detail, or any other extra Town expense required to protect the health and safety of the public which can reasonably be attributed to the event. All such costs associated with the use of active and stand-by emergency and other services provided by the Town of Exeter, or by other towns' emergency services, shall be borne by the applicant, promoter or sponsor. After the event, billing for the Special Duty Services will be based on actual hours incurred by Town personnel. The total will be invoiced. A history of non-payment or late payment of any application fee and or Special Duty Services is grounds to deny your request for future event permits.

10. **Liability Insurance Required:** Certificate of Insurance and endorsement/provisions to be submitted with completed application. Required Amounts: General Liability/Bodily Injury/Property Damage: \$1,000,000 per occurrence, \$2,000,000 aggregate; the Town of Exeter must be listed as additionally insured.

11. A performance bond for events over 5,000 participants per day and or other security acceptable to the Town may be required in an amount equal to the amount estimated for Special Duty Services Fees as described above.



Special Event Application

By signing below, I confirm that all information provided herein and in all attachments as true and accurate, acknowledge that this application will not be reviewed by the Recreation Department until considered complete by Town review staff, and state that all liability for this event is assumed and accepted by the applicant.

Print Name GREG BISSON Organization Parks & REC

Applicant Signature Greg Bisson Date 8/19/2026

I also confirm that I am responsible for all costs incurred for this event including all special duty police, fire and health/safety services. **All services must be paid in full within 30 days of receipt.**

The Town may request/sue for legal expenses if the Town has to go to collections for unpaid amounts. I am responsible for all fees, which may include interest, attorney and court fees.

The Town reserves its rights to pursue all available legal remedies for damage to Town property or violation of any laws, rules or conditions applicable to use of Town property. In addition, such conduct may result in revocation of permission and/or denial of future requests for permission to use Town property.

A Full refund will be granted, less \$50.00 administrative fee if canceled before 30 days of event. No refund will be given if canceled after 30 days of event.

Print Name GREG BISSON

Applicant Signature Greg Bisson Date 8/19/2026

Please make Checks payable to Exeter Parks & Recreation

FOR OFFICE USE ONLY

Cost For Event: \$ _____

Entered Into RecDesk: ☐ Yes ☐ No

Sent Invoice: ☐ Yes ☐ No

Received Insurance: ☐ Yes ☐ No

DEPARTMENT HEAD SIGNED OFF

Police Chief

☐ Yes ☐ No

Via Email ☐

Health Inspector

☐ Yes ☐ No

Via Email ☐

Fire

☐ Yes ☐ No

Via Email ☐

DPW

☐ Yes ☐ No

Via Email ☐

Parks & Rec

☐ Yes ☐ No

Via Email ☐

R ZONES

- Brewing
- ing
- m Brewing
- k & Rogue Ales
- id Cider
- inn Brewery
- thm Brewing Company
- Brewing Co.
- ett Brewing
- nd Dragons Milk
- stry Hard Cider
- r Brewery
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- rewing Company
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- er Brewing
- Friend Brewing
- Original Cocktails
- Best Liquids
- ing Brewing
- eer Co.
- r
- xtails
- ring Spirits
- Brewing Company
- ers
- thers Brewing
- ewing & Trillium
- e Cat & Prairie
- Soul Beer
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- Cider
- brewing
- Brewing Co.
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COMPETITION ZONE

1. Rhythm Cider
2. Railpenny Tavern
3. Stoneface Brewing Co.
4. Rek-Lis Brewing Co.
5. Holy Grail Food & Spirits
6. Sam Adams
7. Muddy River Smoke House
8. Baxter Brewing
9. Thirsty Moose Taphouse
10. Fat Hen Brewing Company
11. Otto Exeter
12. Sun Cruiser
13. Exeter Fire Fighters Association
14. Vermont Hard Seltzer
15. Exeter Brewing Co.
16. WHYM Craft Pub & Brewery
17. Hobbs Brewing Co.

SPONSORS

1. M&T Bank
- J. Newburyport Bank
- K. Lighthouse Credit Union
- L. Meredith Village Savings Bank
- M. Pete's Toilet Rentals
- N. New Hampshire Magazine
- O. 603 Solar
- P. sklawyers
- Q. Convenient MD

ARTISAN VENDORS

- A. Boston Brisket Works
- B. Cousin Dean's Hot Sauce
- C. Granite State Beer Candles
- D. La Mia Museo Jewelry
- E. Mare Fournier Art
- F. Miles of Maple
- G. Thirdside Shift Fabrication
- H. Tuck Life

🍷 = Chill Vendor

FOOD TRUCKS

18. Lexie's Burger Bus
19. Grindstone Foods & Maeve's Mobile Cocktails
20. Lakeside Thai on Wheels
21. Chubbies Fries & Dough
22. The Eatery Curbiside Kitchen
23. Seacoast Pretzel
24. Bursting Kernel
25. The Lively Lennon
26. Wild Fox Pirogi
27. Stark Brewing

THANK YOU
SPONSORS

M&T Bank

Newburyport Bank
Lighthouse Credit Union



New Hampshire

convenientMD
URGENT CARE

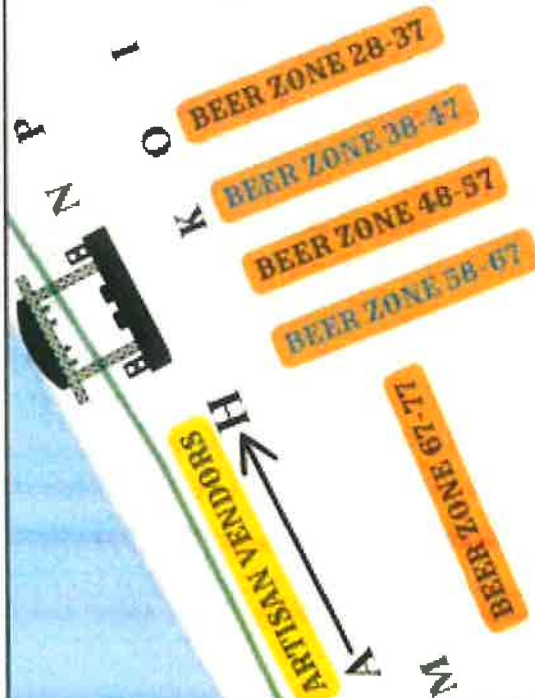


The City

60 SO



603.389.7394



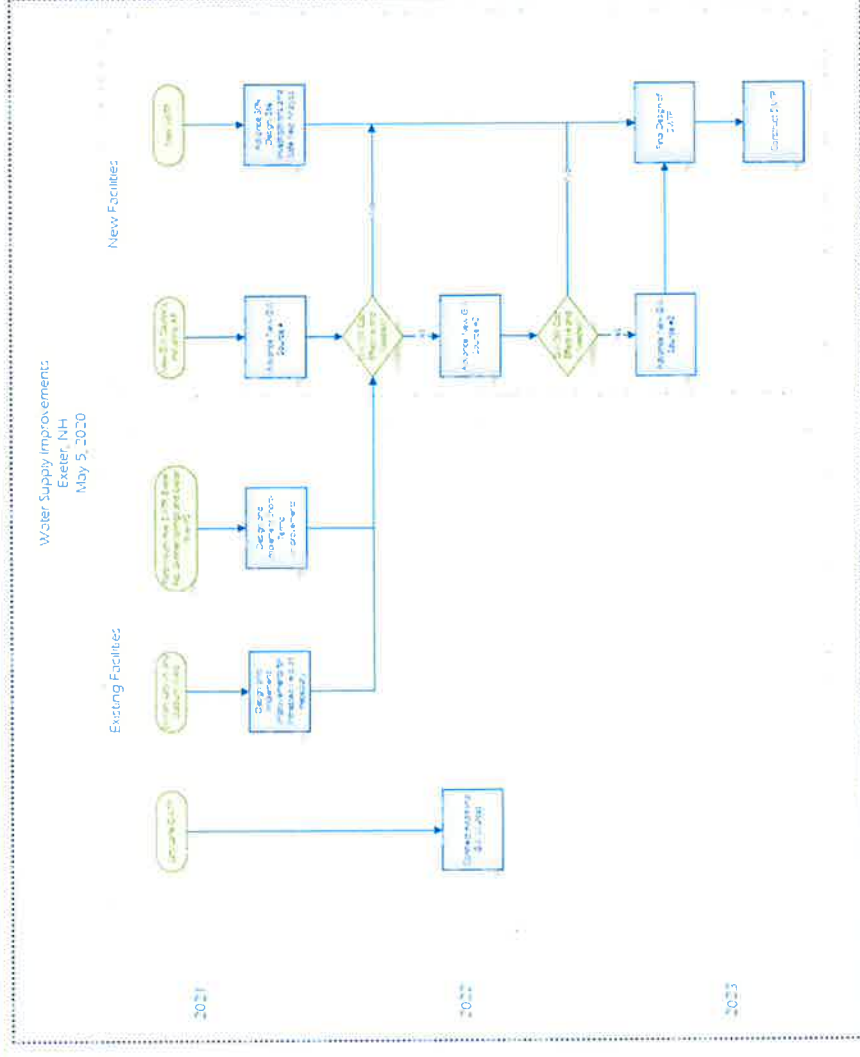
Water Capacity

Exeter Water Supply Capacity

Select Board
August 21, 2026



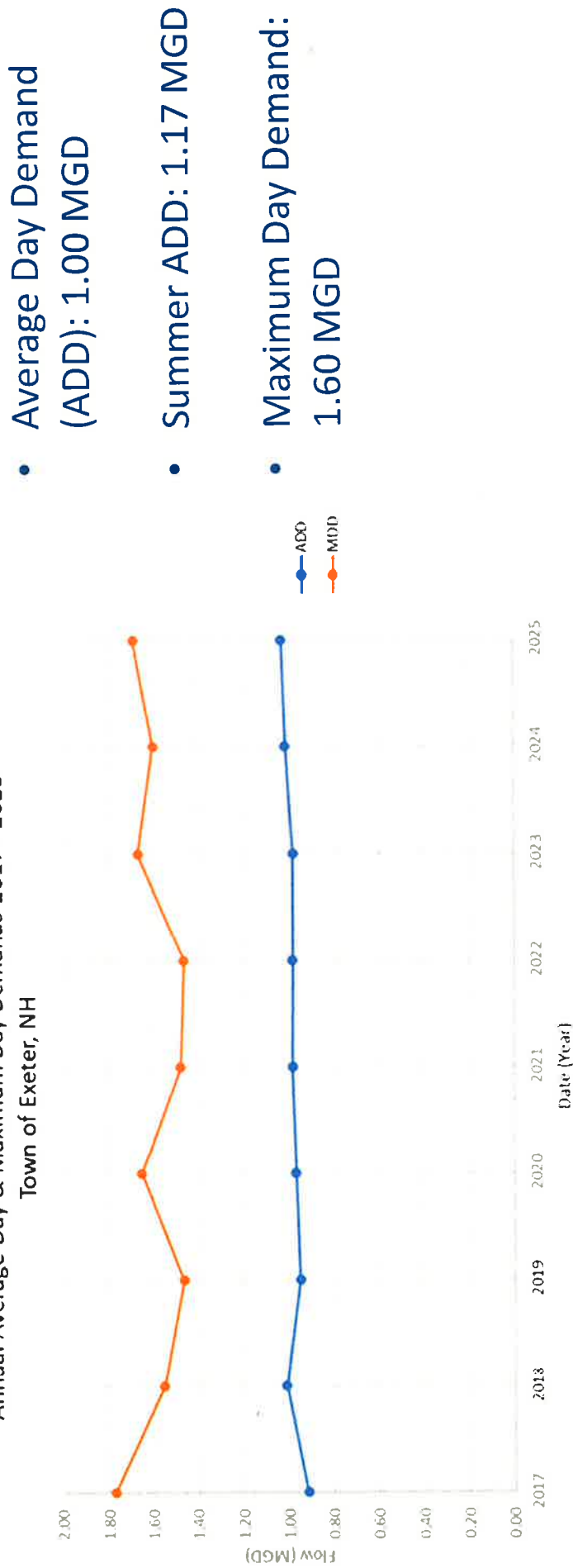
- 2020 Assessment of Town's surface water and groundwater assets
- Additional improvements needed to meet future demand and address aging infrastructure
- Diversified water supply strategy
- Ensure Exeter has a reliable, resilient and cost-effective water supply
- Phased implementation





Current Water Demand

Annual Average Day & Maximum Day Demands 2017 - 2025
Town of Exeter, NH





Source Capacity vs. Treatment Capacity

- **Source Capacity** is the amount of raw water that is available from the Town's surface water and groundwater sources - "How much water can nature sustainably provide?"
- Surface Water Source Capacity: 1.67 MGD (Exeter River, Reservoir, & Skinner Springs)
- Current Groundwater Source Capacity: 1.0 MGD (Stadium, Gilman, Lary Lane Wells)
- Future Groundwater Source Capacity: 1.576 MGD (Stadium, Gilman, Lary Lane, & Drinkwater Well)
- Total Source Capacity: **3.246 MGD**



Source Capacity vs. Treatment Capacity

- **Treatment Capacity** is the amount of finished drinking water the treatment plants can reliably produce - "How much drinking water can we actually deliver?"
- Surface Water Treatment Plant Capacity: 1.25 MGD (limited by treatment plant efficiency – aging equipment, challenging water quality, inability to recycle backwash water)
- Groundwater Treatment Plant Capacity: 1.00 MGD (limited by current Lary Lane Well deficiencies & filter and backwash residuals capacity)
- Total Capacity: **2.25 MGD**



Regulatory Criteria for Large Water Systems

Recommended Standards for Water Works 2003 (Adopted by reference by Env-Dw 404):

- For groundwater sources, the total developed capacity shall equal or exceed the design maximum day demand with the largest well offline.
- For surface water sources, the sources shall be adequate to meet the maximum projected water demand based on a one in fifty-year drought or extreme drought of record and should include consideration of multiple year droughts.

NHDES Env-Dw 404.01(h) provides:

- The total developed groundwater source capacity shall equal or exceed the design maximum day demand and equal or exceed the design average day demand with the largest producing well out of service.

Total Firm Capacity vs. Maximum Day Demands

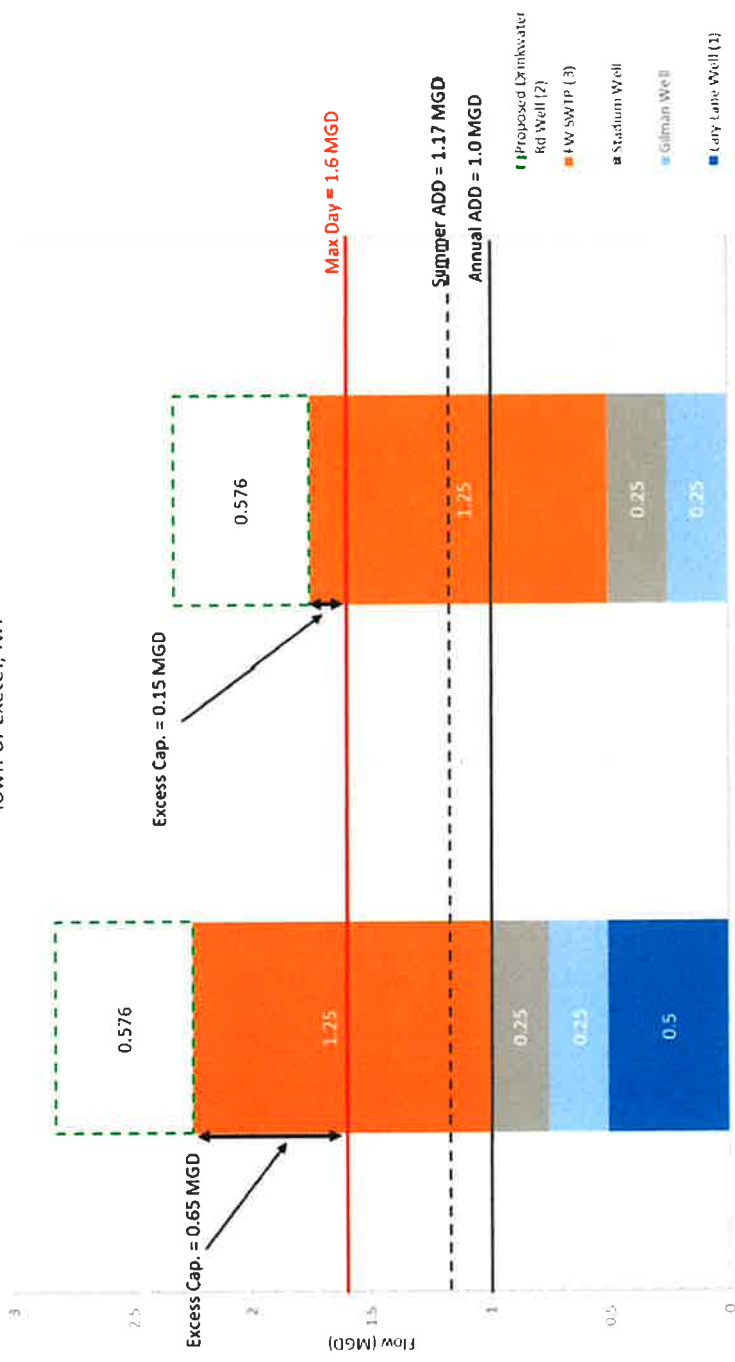
Parameter	Capacity (MGD)	Notes
Total Finished Water Capacity	2.25	
Existing Maximum Day Demand	1.60	
Excess Capacity with all sources	0.65	
Excess Capacity (Largest Well Out of Service)	0.15	

The excess capacity for max day demands with all sources online is **0.65 MGD**. This is reduced to **0.15 MGD** when the largest well is out of service under the Recommended Standards for Water Works (RSWW) criteria adopted by NHDES.





Supply Capacity vs. Existing Demands (Finished Water)
Town of Exeter, NH



1. Lary Lane Well Currently limited by declining yield and well pump to about 0.29 MGD. Needs replacement well.
2. Proposed Drinkwater Rd Well PPV = 400 GPM = 0.576 MGD
3. Combined safe yield of the Exeter River and Exeter Reservoir is 1.57 MGD, limited by existing SWTP Capacity



Estimated Additional Allocations

Approved (Constructed or to be Constructed):

157,440 GPD

Pending (ZBA or PB):

12,258 GPD





Conclusion

- Any new development or redevelopment requesting a new or increased connection to the Town's water system shall be evaluated on a case-by-case basis based on available system capacity and water supply.
- Where sufficient capacity or water supply is not available, the Town may require the applicant to identify and secure an alternative water supply or other measures necessary to serve the proposed development.



Current Action Items

- Drinkwater Road Well – Under construction
 - Lary Lane Replacement Well to restore full capacity – FY27
 - Surface Water Treatment Plant – In design, proposing construction in FY28
 - New groundwater well exploration – proposed for FY28
 - Addition of 4th filter at Ground Water Treatment Plant – FY31
-
-

Committee Formation

**Pedestrian, Accessibility & Cycling Advisory Committee
(PAC Advisory Committee)**

Pedestrian, Accessibility and Cycling Advisory Committee (PAC)

Charge

The Pedestrian, Accessibility and Cycling Advisory Committee (PAC) is established to advise the Select Board, Planning Board, and Town staff on matters relating to pedestrian, bicycle, accessibility, and multimodal transportation improvements within the Town of Exeter. The Committee shall support the implementation, evaluation, and public engagement goals of the Town of Exeter Master Plan, Exeter Bicycle & Pedestrian Master Plan, Complete Streets Design Guidelines, and other adopted transportation and community planning initiatives.

The Committee's purpose is to facilitate the stated goal of a safe, accessible, connected, and inclusive transportation network that accommodates people of all ages and abilities, including those who walk, bicycle, roll, use mobility devices, or utilize other non-motorized forms of transportation.

Duties and Responsibilities

The Committee shall:

1. Promote walking, bicycling, micromobility, and accessible mobility as essential components of Exeter's transportation system, public health, economic vitality, environmental sustainability, and community character.
2. Advise Town boards, commissions, and staff regarding the planning, prioritization, and implementation of transportation improvement projects, including but not limited to sidewalks, sidepaths, shared-use paths, bicycle facilities, roadway crossings, traffic-calming measures, trail and greenway connections, school access improvements, downtown enhancements, and gateway corridor improvements.
3. Encourage and evaluate temporary demonstration projects, pilot programs, and tactical urbanism initiatives that test potential pedestrian, bicycle, accessibility, traffic-calming, public space, and school access improvements prior to permanent construction.
4. Recommend amendments to zoning, subdivision, site plan review, and other land use regulations that enhance pedestrian and bicycle access, safety, and connectivity, including provisions related to sidewalks, sidepaths, shared-use paths, bicycle parking, safe crossings,

traffic-calming measures, street trees, and connections to neighborhoods, schools, parks, conservation lands, commercial areas, civic destinations, downtown, and transit facilities.

5. Assist the Town in identifying, pursuing, and supporting grant opportunities and other funding sources related to pedestrian, bicycle, accessibility, transportation, and public space improvements.
6. Facilitate community engagement and public input concerning pedestrian and bicycle safety, accessibility, crosswalks, sidewalks, trails, neighborhood connectivity, transportation barriers, traffic stress, school access, and downtown circulation.
7. Communicate identified transportation safety and accessibility concerns to appropriate Town departments, boards, and partner agencies, including the Town Manager, Police Department, Fire Department, Department of Public Works, and the School District, as appropriate.
8. Support Town efforts to obtain and maintain recognition programs and certifications related to walkability, bicycle friendliness, accessibility, and multimodal transportation.
9. Provide an annual written report to the Select Board summarizing committee activities, accomplishments, recommendations, and goals for the upcoming year.

Membership

The Committee shall consist of five members appointed by the Select Board.

Members shall serve staggered three-year terms. Initial appointments shall be made for one-year, two-year, and three-year terms as necessary to establish staggered expiration dates. Thereafter, all appointments shall be for three-year terms.

Role

The Committee shall serve in an advisory capacity only. All recommendations of the Committee shall be submitted to the Select Board, Town Manager, or other appropriate Town board, commission, or department for consideration and action. The Committee shall have no regulatory, administrative, or expenditure authority except as specifically authorized by the Select Board.

Transportation Funding - COAST



TOWN OF EXETER, NEW HAMPSHIRE

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

www.Exeternh.gov

MEMORANDUM

TO: Paul Cohen, Town Manager
 FROM: Melissa Roy, Assistant Manager
 DATE: August 21, 2026
 RE: COAST Transportation Funding Request FY26

The Town of Exeter Transportation Fund allows local non-profit organizations to request funding to assist their operations. The Town has previously funded COAST annually.

- 2023 Funding - \$20,000
- 2024 Funding - \$25,760
- 2025 Funding - \$25,760
- 2026 Request - \$37,000

In 2024, COAST began requesting funding increases to support its goal of building a new facility.

The Transportation Fund currently operates with approximately a \$5,000 balance at the end of each fiscal year. If the Town approved the \$37,000 funding request, the Transportation Fund would not be able to fund it.

Exeter Ridership Numbers (CY25 & CY26 YTD)

	January - December 2025		January - June 2026	
	Unduplicated Riders	Rides	Unduplicated Riders	Rides
NEC - Boardings in Exeter	44	524	47	465
NEC - Alightings in Exeter	47	546	46	393
Community Rides - Boardings in Exeter	17	68	13	27
Community Rides - Alightings in Exeter	18	71	12	27

* Our financial request of the Town of Exeter is used to help fund NEC services operating in your community. The Community Rides Program is funded outside of the Town of Exeter's contributions.

In FY25, the COAST bus system supported 18 individuals; in FY26, it supported 59 individuals.

Town Staff recommends funding the COAST program at the previous award of \$25,760, plus a 4% inflation increase, for a total of \$26,790 for FY 26.

Pairpoint Park 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: AUGUST 24, 2026

In your packet this evening is a roster of donations that were collected during the month of July related to the Pairpoint Park project. In addition, I've included a Donation Acceptance Form in the amount of \$500.00 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 July 2026 totaling \$500.00 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

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www.exeternh.gov

DONATION ACCEPTANCE FORM

Name of Donor: _____ See Attached List _____

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

Description of Donation: _____ \$500.00 _____

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
July, 2026

Last Name	First Name	Amount
Weeks	Andrew	500.00

Total: **500.00**

Approval of Minutes

Select Board Meeting
Monday August 10, 2026
6:15 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

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

Members absent: Julie Gilman

Town Manager Paul Cohen and Assistant Town Manager Melissa Roy were also present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:15 PM.

2. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A:3II(I). Mr. Chartrand seconded. In a roll call vote, the motion passed 4-0. The meeting entered non-public at 6:16 PM.

The Board reconvened in the Nowak Room at 7 PM.

3. Public Comment

- a. Mark Furlong of 20 Forrest Street said HB 1300 is one of the strangest pieces of legislation to come out of Concord in many years. Tax caps don't work. They've been adopted in many towns and they override them all the time. The only good part is that the bill sunsets in 2032. We're voting on a local issue in the general election where we vote for statewide and national issues, and we have no forum prior to that vote to discuss it. He would like the Select Board to work with the local School Boards to have a public forum in October on what a tax cap would mean. Also, regarding the security of the public water supply, he's seen stories lately about it. He's never heard any discussion of security and cybersecurity. He doesn't need the details but he would like to hear that it's being addressed.
- b. Public Works Director Cronin, who was present at the meeting, said we received a grant to separate our water and wastewater facilities from the town's network, which we have done. We have the hardware and software in place to monitor our water and wastewater assets. We're aware of attempts that have been made elsewhere. We continue to look for any vulnerabilities. He feels we're well protected, but it's a rapidly evolving environment.
- c. Keith Whitehouse of Westside Drive [wearing a cow placard] said he would like to promote "Art in the Barn" at Raynes Farm on September 25. Residents can pick up canvas from Kristin Murphy and submit in any medium. He added that it has been 955 days that Pairpoint Park has not been open.

4. Proclamations/Recognitions

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

5. Discussion/Action Items

- a. Park Street Bridge Update - Mark Furlong, Exeter Resident and Stephen Cronin, Public Works Director

Mr. Furlong said we submitted a nomination to the NH Preservation Alliance "Seven to Save" program for the Park Street Bridge. This would raise awareness but would not come with any funding. The public information on the website made the application possible. We can amend our application to include support from the Select Board if they are willing. A vote followed up by a letter.

Mr. Chartrand said he would support a letter or other means of supporting this effort.

MOTION: Ms. Belanger moved to support the Seven to Save nomination for the Park Street Bridge and authorize the Board to submit a letter of support to the group for submission for the nomination. Ms. Cowan seconded. The motion passed 4-0.

Mr. Cronin said regarding the Park Street Bridge, we've been working with Wright-Pierce Engineering on next steps. There would be a study to document existing conditions and constraints and identify alternatives. Town Counsel has been in touch with DOT. We're trying to get clarification if a qualifications-based process would be needed for funding purposes. Mr. Papakonstantis asked if he will meet with DOT this month, and Mr. Cronin said yes. Mr. Papakonstantis asked for an update on September 14.

Mr. Papakonstantis asked for public comment.

Sally Ward of 72 Park Street asked about the timeframe for this work. Mr. Cronin said it depends on if we have to go through a qualifications-based process. We may need to put together an RFP and open this to other consulting firms. Ms. Ward said CSX has said they're concerned about safety and the bridge collapsing. What would it take to shore up the bridge so it would not collapse if it were a pedestrian and emergency bridge only? Our preference as a neighborhood group is to open it to vehicular traffic, but if it could be fixed for pedestrians, does that mean it does not need to be taken down? Would the height standard no longer be an issue?

Mark Furlong of Forest Street said the document Wright-Pierce created is very comprehensive. He appreciates the public input aspect that's in the plans. Regarding EMS, he thinks we will only be discussing EMS with Exeter, but at least four other towns come through Exeter to get to the Hospital.

Terrie Harmon of 6 Oak Street asked if Park Street is a class 5 road, what would happen if it is discontinued? There's a potential legal issue.

Ms. Belanger asked what "SHPO" is in the document. Mr. Furlong said it's the State Historic Preservation Office.

Mr. Cronin said we haven't been able to find the original engineering study from the early 2000s, but it would be a dated study and we should probably look at it again comprehensively anyway.

Mr. Papakonstantis said the neighborhood submitted a working document for collaboration purposes. He is committed to continuing to meet with the resident group.

- b. Pine/Linden/ Front Street Roundabout Update - Stephen Cronin, Public Works Director

Mr. Cronin said roundabout construction started last Thursday with the implementation of the detour. It's well-signed and traffic seems to be flowing well. On Thursday they milled the existing surface and laid out the intersection. On Friday, Consolidated and the Fire Dept moved the utilities, and Unitil came out today to remove unused utility poles. They're installing the granite curb this week.

- c. Highway Block Grant - Stephen Cronin, Public Works Director

Mr. Cronin said we heard from NH DOT with an estimate for Highway Block Grant Aid. They estimate that we'll receive \$325,564.99: \$289,246.57 in aid and \$36,318[.42] in additional highway funding from SB 367. This is calculated based on population and mileage of class 4 and 5 roads. Construction, reconstruction, and maintenance of those roads. The aid will be distributed in four payments. Any changes to the total would be reflected in the April 2027 payment.

- d. ADA Funding Request - Melissa Roy, Assistant Town Manager

Ms. Roy said the ADA group, which is herself, Parks and Rec Assistant Director David Tovey, Town Inspector Doug Eastman, and resident Amanda Kelly, have been reviewing ADA needs in town. We have a report called the DAX Track report with multiple ADA items. We spent the last year looking at recommendations. The last project funded was the Library's ADA universal changing table. We're recommending three projects, including handrail installation at the public restroom ramp. Due to a miscommunication with maintenance, it has already been installed. We're looking for approval for \$3,000 from the ADA fund for that project.

MOTION: Ms. Belanger moved to appropriate \$13,821 from the ADA capital reserve fund for the following three projects: handrail installation at the public restroom entrance ramp for \$3,000; the Town Offices automatic door operator push plates for \$3,735; and the park pathway accessibility improvement for \$7,086. Ms. Cowan seconded. Ms. Roy asked if the Board would like her to speak to the other projects, but Mr. Papakonstantis said the memo in the packet was very thorough. Ms. Belanger asked how much is left in the fund, and Ms. Roy said \$80,000. The motion passed 4-0.

e. NHMA Town Voting Delegate Decision

Mr. Cohen said this is the opening of registration period for the conference. By default, the representative is the Chair of the Select Board.

MOTION: Mr. Chartrand moved that the Chair of the Select Board represent the Board at the NHMA conference. Ms. Belanger seconded. Ms. Cowan said she's nervous about what they're doing so she wanted oversight, but she trusts Mr. Papakonstantis to do it. The motion passed 4-0.

f. National Night Out

Mr. Papakonstantis recognized the Exeter PD for a successful National Night Out, particularly Detective Bruce Page who organized it. It was very well-attended. Mr. Chartrand said the new space in Town House Common is a perfect fit for the event.

6. Approval of Minutes

a. Regular Meeting: July 27, 2026

MOTION: Ms. Belanger moved to approve the minutes of July 27, 2026 as presented. Mr. Chartrand seconded. The motion passed 4-0.

7. Appointments

a. There were no appointments made at this meeting.

8. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve the notice of intent to cut for Tax Map 40 Lot 15. Mr. Chartrand seconded. The motion passed 4-0.

9. Town Manager's Report

- a. Mr. Cohen said regarding the capital improvement program, a draft is complete and was submitted to the Planning Board for Thursday. This is the starting point of the five-year plan for the community. He attended the BRC meeting virtually.
- b. Mr. Cohen said we have initiated a social media policy where we are disabling comments on posts from town-operated social media accounts. We don't have the resources to monitor and respond to comments on those sites. There are also public record implications. This will also protect town employees from abusive or threatening comments. Mr. Chartrand said that is appropriate. We seek out other ways to engage the public and be transparent.
- c. Ms. Belanger asked Mr. Cohen to look into the idea of a co-meeting with the School Board. She doesn't know if that is allowed under the new statute. Mr. Cohen said we welcome guidance from New Hampshire or NHMA on what is allowed. Ms. Cowan said the legislature allows for a public meeting to be held. Mr. Papakonstantis asked Mr. Cohen to look into that and get back to Mr. Furlong. Mr. Papakonstantis asked to discuss it again at the August 24 meeting.

10. Select Board Committee Reports

- a. Ms. Belanger thanked the Town Manager and Assistant Town Manager for attending the charette meetings, which she was unable to attend. She attended the first BRC meeting.
- b. Mr. Chartrand said the Train Station Committee had a pre-charette planning meeting. He also attended the BRC kickoff meeting. He participated with Mr. Whitehouse in styrofoam recycling. He attended every charrette event and was impressed with how many people turned out. Train Station Committee Chair John Ring and Darren Winham went above and beyond in pulling off the event.
- c. Mr. Papakonstantis attended BRC and National Night Out.
- d. Ms. Cowan had no report.

11. Permits & Approvals

- a. There were no permits or approvals discussed.

12. Correspondence

- a. An email from a resident about e-bike safety. Mr. Cohen said Police Chief McCain is working to "educate and enforce."
- b. The letters sent to State Delegates. Mr. Papakonstantis said we also sent letters to Representatives Pappas and Goodlander, as well as Senators Shaheen and Hassen, but they did not make it into the packet.
- c. A letter from our auditor
- d. A handwritten note from a resident. Mr. Chartrand said it's in regards to the pedestrian closing of Swasey Parkway. They want to access by vehicle from the closer end to downtown.
- e. A notice from NHMA on the lithium ion battery disposal ban

13. Review Board Calendar

- a. The next meetings are August 24, September 14, September 28, Tuesday October 13, October 26, November 9, November 23, December 7, and December 21. The primary is September 8 and the general election is November 3.

14. Non-Public Session

- a. There was no non-public session called at this time.

15. Adjournment

MOTION: Ms. Belanger moved to adjourn. Ms. Cowan seconded. The motion passed 4-0 and the meeting was adjourned at 7:49 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments/Resignations



NEW HAMPSHIRE ELECTION PROCEDURE MANUAL

PUBLISHED BY THE SECRETARY OF STATE

EPM 2026



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Election Day	197

Responsibilities – In General

Selectmen for towns are responsible for budgeting for elections and selecting an accessible polling place with adequate parking. The selectmen must also provide sufficient staff to avoid long lines. The selectmen must work with the moderator, clerk, and other officials to plan for emergencies, establish polling hours, and set up the polls before the opening of the polls. Best practice is to have a written continuity of operations plan (COOP) which anticipates common emergencies and effective local responses. The appendix contains a model plan.

Selectmen elected in a city ward are responsible only for election duties, unless otherwise provided in a city charter.

New Hampshire's Constitution requires the selectmen, or their designees, to be present at the polls on election day. New Hampshire Constitution, Part 2, Article 32. When Article 32 was adopted, it applied to elections at all levels: federal, state, county, and local. Therefore, this duty to attend applies equally to the members of the governing body of a municipality for federal, state, town, city,

school district, and village district elections. School board members for a school district election and village district commissioners for a village district election are the modern equivalent of selectmen for the purposes of this duty where the school district or village district is conducting its own election. If the elected governing body member is unable to attend the election or perform duties, that member may appoint a pro tem to attend the election and perform the governing body member's duties. Select Board, RSA 658:21-a, applied to town elections by RSA 669:25; School Board, RSA 671:28-a.

Duties include helping mitigate lines and guide voters on election day, participating in ballot counting under the supervision of the moderator, and signing seal(s) on the sealed boxes of ballots after counting is completed at the end of the day. A copy of the seal is in the appendix. Selectmen are responsible for equipping any additional polling place.



APPOINTING INSPECTORS OF ELECTION (BALLOT CLERKS)

Inspectors of election are election officials appointed by both of the political parties. They are typically, but not always, the ballot clerks who check in voters and issue a ballot. For this reason, the term inspector of election and ballot clerk are sometimes used interchangeably.

Between February 1 and April 30 of each general election year, the state chair of each of the two major political committees should appoint inspectors of election to act at each polling place. Generally, there are at least two ballot clerks at each check-in station, one for each of the two major parties. The statute provides that if the number of voters at the polling place exceeds 2000, the parties may appoint 1 additional inspector for each 1500 voters. RSA 658:2. Moderators may also require additional inspectors of election if needed to effectively manage the election.

If the two major political parties fail to make appointments before April 30, the selectmen shall appoint two inspectors of election from the two political parties. The moderator will designate chosen inspectors of election as ballot clerks.

An inspector of election shall be registered to vote at the polling place where he or she serves and shall be affiliated with one of the two major political parties. Each inspector shall be sworn to the faithful performance of his or her duties and shall hold office for two years from August 1 in the year in which he or she is appointed or until a successor is appointed and qualified. RSA 658:2; RSA 658:4.

In making appointments of inspectors of elections, the selectmen, in consultation with the moderator, may designate a list of alternates, who shall meet the same qualifications as inspectors of elections. These alternates shall be called in numerical order to serve in case one or more of the principal appointees fails to accept the appointment or is otherwise unavailable to perform his or her duties. RSA 658:5.

If an inspector of election is absent from any election, the selectmen shall appoint replacement inspectors using the list of alternate inspectors. RSA 658:22.

SELECTING AND EQUIPPING THE POLLING PLACE

Selectmen are responsible for selecting a proper site within the town or ward for the polling place, ensuring it is accessible, providing a proper number of voting booths, establishing a rail and providing the necessary supplies. RSA 658:9. The polling place must be:

- Equipped with sufficient parking spaces to accommodate the expected voter turnout;
- Located where roads/streets can safely accommodate the volume of traffic expected;
- Have sufficient space to accommodate the required areas for voter registration, check-in, the required number of voting booths/screens based upon type of election, and some public space outside the guardrail to allow observation of the election;
- Warmed;
- Lighted – Additional lighting should be provided where existing room lighting is insufficient to comfortably read the ballot. Towns and cities are encouraged to equip voting booths with inexpensive lamps equipped with a magnifying lens. New Hampshire law requires that booths be "well lighted;"
- Furnished with proper supplies;
- Easily accessible to the elderly and to persons with disabilities;
- Equipped with a United States flag inside the building and weather permitting flown outside the building during election day;
- Equipped with a guardrail constructed and placed so that only persons inside the rail can approach within 6 feet of the ballot box and any voting booth (This requirement for a rail can be satisfied with a rope or ribbon, but it is important to the proper layout of a polling place.);

Inspectors of Election – through July 31, 2028

Please accept this list of registered voters to serve as Inspectors of Elections through July 31, 2028.

Christopher Baker
Amanda Bailey
Timothy Bateman
Carolyn Berenson
Walter Burgin
William Campbell
Anne Campbell
Jill Compton
Leslie Demeritt
Betsy Doolan
Gwen Englis
John Haslam
Vanessa Lazar
Denise Leonard
Lois Lilienthal
David Lilienthal
Bruce Lopatin
Scott MacDonald
Deborah Mackinnon
Kathy McNeil
Rachel Owns
Richard Ploss
Susan Ploss
Robert Prior
Eric Savage
Lucia Savage
Steven Singlar
Ellen Spear
Cheryl Turner-Elwell
Mercy Vorhees
Sharon Wainright
Mike Wilson

Tax Abatements, Veteran's Credits & Exemptions

Memorandum

TO: Paul Cohen
Town Manager
Town of Exeter

FROM: Scott Marsh, CNHA
Municipal Resources
Contracted Assessor's Agents

DATE: August 20, 2026

RE: Notice of Intent to Cut Wood or Timber
Epping Road
Tax Map 47 Lot 8-1

We have received the attached Intent to Cut request for the above reference property. Upon review owner has signed, the land is not in the current unproductive category and there are no outstanding taxes. As the form appears complete, it is recommended that it be signed by the Select Board.

If there are any questions or additional information desired, please let me know.

CURRENT OWNER		TOPO		UTILITIES		STRT / ROAD		LOCATION		CURRENT ASSESSMENT		2211	
CKT ASSOCIATES		2 Above Street		1 All Public		1 Paved				Description		Assessed	
158 SHATTUCK WAY										CU LAND		250	
NEWINGTON NH 03801		A18 Prcl ID 4781		A12:		Historic: Antenna/T 79E Dist:		Assoc Pid#		Total		957,800	
		Easement: Book/Page		TIF Dist: EPPING RD		TIF Value:		A9:		Total		250	
		GIS ID 047-008-0001		BK-VOL/PAGE		SALE DATE		Q/U VI		SALE PRICE		VC	
		3231 2722		08-14-1997		U V				467,100			
RECORD OF OWNERSHIP		Total		Amount		Description		Number		Amount		Comm Int	
CKT ASSOCIATES		Year		Code		Code		Description		Number		Amount	
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[illegible]

No Sketch

FORM

PA-7

(Assigned by Municipality)

YR

TOWN

OP#

26 - 153 - 02 - T

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
NOTICE OF INTENT TO CUT WOOD OR TIMBER

For Tax Year April 1, 2026 to March 31, 2027

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

1. Town/City of: EXETER2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
47 Lot 8 Unit 13. Intent Type: Original ☒ Supplemental ☐ (Original Intent Number)4. Name of Access Road: Epping Road / Rte 27.5a. Acreage of Lot: 6.2 Acreage of Cut: 25b. Anticipated Start Date: August 2026

6. Type of ownership (check only one):
- a. Owner of Land and Stumpage (Sole Owner) ☐
 - b. Owner of Land and Stumpage (Joint Tenants) ☐
 - c. Owner of Land and Stumpage (Tenants in Common) ☐
 - d. Previous owner retaining deeded timber rights ☐
 - e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements ☐

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

 OWNER ☐ OR LOGGER / FORESTER ☒
 BY MAIL ☐ OR E-MAIL ☒

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Additional information available at: www.revenue.nh.gov or by calling (603) 230-5090.

SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S)

DATE SIGNED

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S)

DATE SIGNED

CKT ASSOCIATES

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

158 SHATTUCK WAY

MAILING ADDRESS

NEWINGTON

NH

03801

CITY OR TOWN

STATE

ZIP CODE

E-MAIL ADDRESS kellis@littlebaylobster.comHOME PHONE (Enter number without dashes) (603) 431-3170

CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and

4. Any timber tax bond required has been received.
\$ _____ Date: _____

5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.

6. This form to be forwarded to DRA immediately after signing.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	4	MBF
Hemlock		MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	1	MBF
Ash		MBF
Soft Maple		MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box		MBF
Other (Specify)		MBF
Pulpwood		Tons
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	125	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood		Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:
---------	---------

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 27-J, the timber harvest laws.

SIGNATURE OF PERSON RESPONSIBLE FOR CUT

DATE

JOHN BROWN & SONS MICHAEL BROWN PRES

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

14 B & B LANE

MAILING ADDRESS

WEARE

NH

03281

CITY OR TOWN

STATE

ZIP CODE

6035297974

KMCINNIS.JCB@GMAIL.COM

PHONE NUMBER

E-MAIL ADDRESS

8/14/2026

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL

DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL

DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL

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SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL

DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL

DATE

PA-7
Rev 06/2026

Town Manager Report

Year-To-Date Budget Update



TOWN OF EXETER
10 FRONT STREET • EXETER, NH • 03833-3792 (603) 778-0591 • FAX 772-4709
www.exeternh.gov

TO: SELECT BOARD & PAUL COHEN, TOWN MANAGER
FROM: COREY STEVENS, FINANCE DIRECTOR
SUBJECT: BUDGET VS ACTUAL RESULTS AT 7/31/26
DATE: AUGUST 24, 2026

Attached to this memo are results of operations for the General Fund, Water and Sewer Enterprise Funds through July 31, 2026, with a comparison to prior periods. I apologize that I am unable to attend the Board's meeting tonight, however if you have any questions after reviewing the report, please feel free to contact me.

Corey

Town of Exeter General Fund Misc. Operating Revenue As of July 31, 2026									
July 31, 2026				June 30, 2026			July 31, 2025		
General Fund Revenue	2026 Budget	Actual as of 07/31/26	Remaining Budget	% of Budget Collected	Actual as of 06/30/26	30-Day Change	Actual as of 07/31/25	YOY Change	
Motor Vehicle Permit Fees	\$ 3,650,000	\$ 2,085,919	\$ 1,564,081	57%	\$ 1,759,314	\$ 326,605	\$ 2,132,808	\$ (46,889)	
Building Permits & Fees	\$ 350,000	\$ 313,920	\$ 36,080	90%	\$ 287,638	\$ 26,282	\$ 540,734	\$ (226,814)	
Other Permits and Fees	\$ 140,450	\$ 98,072	\$ 42,378	70%	\$ 74,157	\$ 23,915	\$ 85,374	\$ 12,698	
Meals & Rooms Tax Revenue	\$ 1,600,000	\$ -	\$ 1,600,000		\$ -	\$ -	\$ -	\$ -	
State Highway Block Grant	\$ 325,000	\$ 229,993	\$ 95,007	71%	\$ 132,324	\$ 97,670	\$ 227,685	\$ 2,308	
Other State Grants/Reimbursements	\$ 13,500	\$ 14,304	\$ (804)	106%	\$ 8,530	\$ 5,774	\$ 8,457	\$ 5,847	
Income from Departments	\$ 1,393,090	\$ 607,584	\$ 785,506	44%	\$ 522,871	\$ 84,712	\$ 570,846	\$ 36,738	
Sale of Town Property	\$ -	\$ 150	\$ (150)		\$ 100	\$ 50	\$ 170	\$ (20)	
Interest Income	\$ 600,000	\$ 584,342	\$ 15,658	97%	\$ 464,093	\$ 120,248	\$ 355,655	\$ 228,687	
Rental & Misc Revenues	\$ 16,600	\$ 7,422	\$ 9,178	45%	\$ 7,042	\$ 380	\$ 7,875	\$ (453)	
Revenue Transfers In	\$ 301,000	\$ 4,300	\$ 296,700	1%	\$ 4,300	\$ -	\$ -	\$ 4,300	
Total Misc. Operating Revenue	\$ 8,389,640	\$ 3,946,006	\$ 4,443,634	47%	\$ 3,260,370	\$ 685,636	\$ 3,929,604	\$ 16,402	

Town of Exeter General Fund Operating Expenses As of July 31, 2026									
		July 31, 2026			June 30, 2026		July 31, 2025		
Expenses - by Group	2026	Budget	Actual as of 07/31/26	Remaining Budget	% Spent	Actual as of 06/30/26	30-Day Change	Actual as of 07/31/25	YOY Change
General Government	\$	1,480,952	\$ 891,411	\$ 589,542	60%	\$ 742,072	\$ 149,339	\$ 855,710	\$ 35,701
Finance	\$	1,228,802	\$ 730,743	\$ 498,059	59%	\$ 585,453	\$ 145,290	\$ 725,808	\$ 4,935
Planning & Building	\$	829,549	\$ 436,751	\$ 392,798	53%	\$ 349,572	\$ 87,179	\$ 451,405	\$ (14,654)
Police	\$	5,152,733	\$ 2,590,312	\$ 2,562,421	50%	\$ 2,107,886	\$ 482,426	\$ 2,627,331	\$ (37,019)
Fire	\$	4,818,608	\$ 2,639,500	\$ 2,179,107	55%	\$ 2,140,878	\$ 498,622	\$ 2,494,491	\$ 145,009
Public Works	\$	6,552,081	\$ 3,454,357	\$ 3,097,724	53%	\$ 2,927,684	\$ 526,673	\$ 3,220,801	\$ 233,556
Welfare	\$	197,340	\$ 139,780	\$ 57,560	71%	\$ 107,927	\$ 31,853	\$ 100,904	\$ 38,876
Human Services	\$	101,125	\$ 101,125	\$ -	100%	\$ 101,125	\$ -	\$ 100,000	\$ 1,125
Parks & Recreation	\$	866,502	\$ 509,239	\$ 357,263	59%	\$ 424,086	\$ 85,153	\$ 467,378	\$ 41,861
Other Culture/Recreation	\$	39,000	\$ 30,801	\$ 8,199	79%	\$ 23,997	\$ 6,804	\$ 26,257	\$ 4,544
Library	\$	1,335,579	\$ 796,684	\$ 538,895	60%	\$ 612,921	\$ 183,763	\$ 859,600	\$ (62,916)
Debt Service	\$	3,565,370	\$ 3,565,368	\$ 2	100%	\$ 716,854	\$ 2,848,514	\$ 1,777,421	\$ 1,787,947
Capital Outlay & Leases	\$	408,130	\$ 368,977	\$ 39,153	90%	\$ 239,276	\$ 129,701	\$ 211,910	\$ 157,067
Payroll Benefits & Taxes	\$	749,582	\$ 650,353	\$ 99,229	87%	\$ 587,919	\$ 62,434	\$ 549,250	\$ 101,103
Total General Fund Operating Expenses	\$	27,325,352	\$ 16,905,401	\$ 10,419,951	62%	\$ 11,667,651	\$ 5,237,750	\$ 14,468,266	\$ 2,437,135

Town of Exeter
Water Fund Operations
As of July 31, 2026

		July 31, 2026				June 30, 2026		July 31, 2025	
		2026 Budget	Actual as of 07/31/26	Remaining Budget	% of Budget Collected	Actual as of 06/30/26	30-Day Change	Actual as of 07/31/25	YOY Change
Water Fund Revenue		\$ 4,696,505	\$ 2,683,009	\$ 2,013,496	57%	\$ 2,354,410	\$ 328,599	\$ 2,652,010	\$ 30,999
<u>Operating Expenses</u>					% Spent				
Water Administration		\$ 601,850	\$ 352,033	\$ 249,816	58%	\$ 328,435	\$ 23,598	\$ 324,237	\$ 27,796
Water Billing		\$ 238,541	\$ 130,892	\$ 107,649	55%	\$ 123,329	\$ 7,563	\$ 122,393	\$ 8,499
Water Distribution		\$ 999,520	\$ 604,620	\$ 394,900	60%	\$ 509,281	\$ 95,340	\$ 480,176	\$ 124,444
Water Treatment		\$ 1,265,575	\$ 717,173	\$ 548,403	57%	\$ 610,060	\$ 107,113	\$ 697,292	\$ 19,881
Water Fund Debt Service		\$ 1,389,084	\$ 1,118,339	\$ 270,745	81%	\$ 490,185	\$ 628,154	\$ 1,157,186	\$ (38,847)
Water Fund Capital Outlay		\$ 201,935	\$ 102,884	\$ 99,051	51%	\$ 56,884	\$ 46,000	\$ 41,903	\$ 60,981
Total Water Fund Operating Expenses		\$ 4,696,505	\$ 3,025,941	\$ 1,670,564	64%	\$ 2,118,174	\$ 907,768	\$ 2,823,187	\$ 202,754

Town of Exeter
Sewer Fund Operations
As of July 31, 2026

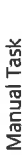
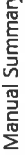
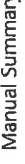
July 31, 2026										June 30, 2026				July 31, 2025			
		2026 Budget	Actual as of 07/31/26	Remaining Budget	% of Budget Collected					Actual as of 06/30/26	30-Day Change	Actual as of 07/31/25	YOY Change				
Sewer Fund Revenue		\$ 8,286,840	\$ 4,102,063	\$ 4,184,777	50%					\$ 3,630,599	\$ 471,464	\$ 4,179,646	\$ (77,583)				
<u>Operating Expenses</u>																	
Sewer Administration		\$ 641,008	\$ 398,620	\$ 242,388	62%					\$ 371,322	\$ 27,298	\$ 405,137	\$ (6,517)				
Sewer Billing		\$ 234,291	\$ 124,818	\$ 109,473	53%					\$ 117,563	\$ 7,254	\$ 118,080	\$ 6,738				
Sewer Collection		\$ 764,637	\$ 341,297	\$ 423,341	45%					\$ 336,591	\$ 4,706	\$ 302,675	\$ 38,622				
Sewer Treatment		\$ 1,737,633	\$ 1,054,610	\$ 683,023	61%					\$ 799,247	\$ 255,362	\$ 853,895	\$ 200,715				
Sewer Fund Debt Service		\$ 4,660,335	\$ 1,358,281	\$ 3,302,054	29%					\$ 668,232	\$ 690,049	\$ 1,254,819	\$ 103,462				
Sewer Fund Capital Outlay		\$ 248,936	\$ 210,966	\$ 37,970	85%					\$ 116,872	\$ 94,094	\$ 164,359	\$ 46,607				
Total Sewer Fund Operating Expenses		\$ 8,286,840	\$ 3,488,591	\$ 4,798,249	42%					\$ 2,409,827	\$ 1,078,764	\$ 3,098,965	\$ 389,626				

Pine/Linden/Front Streets Roundabout Update

	Task Name	Duration	Finish	Predecessors	Resource	% Complete	Aug 2 '26	Aug 9 '26	Aug 16 '26	Aug 23 '26
							F S S M T W T F	F S S M T W T F	F S S M T W T F	F S S M T W T F
1	Put Up Signs and TOMs	4 days	Tue 8/4/26 1			100%				
2	Mobilize Barrels for Road Closure	1 day	Wed 8/5/26 1			100%				
3	Road Closure	0 days	Thu 8/6/26 8 2			100%				
4	Mill Intersection at 7am	1 day	Thu 8/6/26 5 2			100%				
5	Lay Out All Saw Cuts	1 day	Thu 8/6/26 5 2			100%				
6	Remove Signs	1 day	Thu 8/6/26 5 2			100%				
7	Sawcut Asphalt	1 day	Fri 8/7/26 5: 4			100%				
11	Mobilize Pipe, Structures, and Bedding Stone	1 day	Fri 8/7/26 5: 4			100%				
8	Remove Asphalt	1 day	Sat 8/8/26 2: 7			100%				
9	Salvage Curb	1 day	Sat 8/8/26 2: 7			100%				
10	Install Light Pole Bases	1 day	Mon 8/10/26 8			100%				
12	Remove Storm Structures	1 day	Mon 8/10/26 8			100%				
13	Set New Storm Structures	2 days	Tue 8/11/26 8			100%				
14	Prep For Perimeter Vertical Curb	2 days	Tue 8/11/26 8			100%				
16	Prep for Splitter Island Sloped Curb	1 day	Wed 8/12/26 14			100%				
15	Stoneface Set Perimeter Vertical Curb	4 days	Thu 8/13/26 8			98%				
18	Prep for Splitter Island Beveled Curb	2 days	Fri 8/14/26 1 16			100%				
17	Stoneface Set Sloped Curb	2 days	Sat 8/15/26 1 15			100%				
20	Prep for Roundabout inner curb	1 day	Sat 8/15/26 1 18			100%				
21	Stoneface Set Roundabout inner curb	1 day	Mon 8/17/26 20			100%				
22	Place Landscaping in Center of Roundabout	1 day	Tue 8/18/26 21			50%				
23	Subgrade Roundabout and Prep Truck Apron	1 day	Tue 8/18/26 21			100%				
24	Stoneface Set Beveled outer Curb Roundabout	1 day	Wed 8/19/26 23			25%				
25	Prep Truck Apron for Concrete	1 day	Thu 8/20/26 24			50%				
26	Prep Sidewalks and Tip Downs	2 days	Thu 8/20/26 23			25%				
19	Stoneface Set Splitter Island Beveled Curb	2 days	Fri 8/21/26 5 24			50%				
30	Loam and Seed	2 days	Sat 8/22/26 2 26			0%				
29	Pour Truck Apron	3 days	Tue 8/25/26 25			0%				
27	Pour Concrete for Tip Downs and Splitter Islands	2 days	Wed 8/26/26 24			0%				
28	Complete Bituminous Sidewalk prep	1 day	Thu 8/27/26 27			0%				
31	Paving	1 day	Thu 8/27/26 29		Bell and Flynn	0%				
32	Signs and Striping	1 day	Fri 8/28/26 5 31		K5	0%				
33	Reopen Road	0 days	Sat 8/29/26 31			0%				

Project: Exeter Roundabout Schedule

Date: Wed 8/19/26 7:49 PM

Task	Inactive Summary	Inactive Summary	External Tasks
Split			
Milestone			
Summary			
Project Summary			
Inactive Task			
Inactive Milestone			

Community Rating System
National Flood Insurance Program

COMMUNITY RATING SYSTEM

The [Community Rating System \(CRS\)](#) is a voluntary incentive program administered by FEMA. It allows additional discounts on flood insurance premiums for communities that exceed the NFIP minimum requirements. A community can earn points for additional floodplain management activities. The number of points accumulated determines the amount of the discount.

NFIP communities in good standing can apply. Currently, five New Hampshire communities participate in the CRS. (Keene, Marlborough, Nashua, Peterborough, and Winchester)

NH CRS Users Group

The NH CRS Users Group is a support and educational resource for communities that participate in CRS or who are interested in joining. Attendees can share ideas and hear from guest speakers about CRS-related topics. If your community is interested in attending a future meeting, please contact us at planning@livefree.nh.gov.

FEMA CRS Resources

- [CRS Coordinator's Manual](#) – Explains how the program operates, what is credited, and how credits are calculated.
- Community Self-Assessment ([web version](#)) ([hard copy](#))
- [FEMA CRS Green Guide](#)
- [Small Communities in CRS](#)
- [Surging Seas CRS Guide and Risk Tools](#)
- [Webinars and Training](#)

Other CRS Resources

- [How to Map Open Space for CRS Credit \(NOAA Digital Coast\)](#)
- [Coastal Resilience and CRS](#)

- [CRS for Conservation Practitioners](#)

NH Floodplain Management Program Assistance

- [Application Process](#)
- [Fact Sheet \(2021 Changes\)](#)
- [Community Responsibilities, Costs & Benefits](#)
- [CRS Classes, Points, and Discounts Table](#)



Division of Economic Development

Division of Planning & Community Development

Division of Travel & Tourism Development

Office of Workforce Opportunity

Office of Outdoor Recreation Industry Development

News

Request for Proposals

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Select Board Committee Reports

Correspondence



Pam McElroy <pmcelroy@exeternh.gov>

Request for Speed Limit Review – Alewife Court

1 message

Nina Pauk <ninapauk@gmail.com>

Wed, Aug 12, 2026 at 3:25 PM

To: selectboard@exeternh.gov

Cc: pmcelroy@exeternh.gov

Dear Exeter Select Board,

I'm writing to request that the Town review the speed limit and traffic safety conditions on Alewife Court.

Alewife Court is an extremely small, short dead-end residential court with only a handful of homes. Because of its size and layout, the default 30 mph speed limit seems far too high for the street. We regularly see vehicles, particularly delivery and service vehicles, traveling down the court much faster than feels safe for such a small residential area. With children playing outside, pedestrians, driveways, and homes immediately adjacent to the roadway, even speeds well below 30 mph can feel dangerously fast here.

Because there is currently no posted speed-limit sign on the court, drivers who aren't familiar with the neighborhood may also have no indication that they should be traveling particularly slowly.

I would like to request that the Town:

- Evaluate Alewife Court for a substantially reduced speed limit, ideally 10 mph or the lowest speed legally permissible given the nature and size of the road.
- Install a clearly visible speed-limit sign at the entrance to the court.
- Consider temporarily placing speed-recording equipment on the street to determine actual vehicle speeds.
- Evaluate whether any other simple traffic-calming measures would be appropriate for such a small residential dead end.

Traditional police enforcement would likely be difficult because Alewife Court is so short and the presence of a cruiser would be immediately obvious. A temporary speed-recording device may provide a more accurate picture of typical vehicle speeds.

My primary concern is simply preventing an accident before one happens. I would appreciate any guidance on the process for having the street evaluated and determining whether a lower posted speed limit is possible.

Thank you for your consideration.

Best,
Nina Pauk
Alewife Court



Select Board Meeting Packet Correspondence - Water Resources

2 messages

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

Tue, Aug 18, 2026 at 2:06 PM

From: Niko Papakonstantis <npapakonstantis@exeternh.gov>
Sent: Tuesday, August 18, 2026 2:05 PM
To: Paul Cohen <pcohen@exeternh.gov>
Subject: Fwd: Water Resources

For the packet....

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

From: Niko Papakonstantis <npapakonstantis@exeternh.gov>
Date: Tue, Aug 18, 2026 at 2:04 PM
Subject: Water Resources
To: <narockwell@comcast.net>

Greetings Nancy

Thank you for your thoughtful email. I will try to answer your concerns in this order : water shortage, water capacity, additional water resources.

Regarding the water restrictions, you are aware the Select Board voted to impose a Level 4 Water Restriction in August, 2025. This restricted folks from most of the watering you articulated in your email, though it did allow hand watering for gardens and vegetables. Most recently, the Select Board voted to impose a Level 3 Water Restriction which does allow for watering activities on odd/even days during certain off-peak hours.

Regarding water capacity, the Town Manager is presently working with appropriate department heads on an internal study which will be presented to the Select Board soon, and then to the public. I expect the results of their work will come with recommendations and/or options.

The Town of Exeter is continuing an ongoing process of identifying additional water sources. You will recall several ballot articles over the past decade that have been passed by the voters which are allowing DPW and Water/Sewer Department to investigate and identify sources. Some projects are already underway, and others are still being pursued.

Access to clean water is a very high priority for the Select Board. There will be much discussion at Select Board meetings soon. I am happy to continue communicating with you when this item is ready for a Select Board agenda.

Thank you again for your correspondence.

Respectfully,

Niko

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

From: Nancy Rockwell <nanrockwell@comcast.net>
Date: Mon, Aug 17, 2026 at 2:54 PM

Subject: Water Resources
To: <selectboard@exeternh.gov>

To the Select Board:

I am increasingly concerned about the building of new condos in Exeter, when we have been on water restrictions all summer. This is at least the fourth year we have had an extended period of water restrictions. And it is highly unlikely the situation will ever improve, as the climate has changed and predictions across the country are for decreased water supply.

I know there is a need for affordable housing, but no matter the cost or size of housing units, the new residents will all be using washing machines, dishwashers, showers and toilets.

Meanwhile, many of us have invested in our gardens over long years, some grow vegetables for sale, and many wild creatures depend on the water we give our gardens for their own water needs. Car washes are still open, but washing cars at home is restricted.

I've asked friends in Portsmouth, who tell me they are not restricted in water use, which tells me they have greater water supply. Stratham is on alternate day restrictions, so has more available water. Newington and Greenland do not have restrictions, and towns like Newton and Fremont could comfortably add more homes.

I've been told by Julie Gilman that people want the Exeter schools, but parents could work to improve the schools in other towns and their property taxes would help with that.

I think you need to take our water shortages seriously, and realize we likely need fewer homes, not more. And I think you should undertake a study, with a public conversation, and a final report, about what we are facing in water resources.

Please don't approve any more building construction before you can assure us our water restrictions will stop.

Nancy Rockwell

16 Coach Rd

Exeter

Sent from my iPhone

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

Tue, Aug 18, 2026 at 4:56 PM

Thanks.

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

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



From: Paul Cohen <pcohen@exeternh.gov>
Sent: Wednesday, August 12, 2026 2:54 PM
To: Jacquelyn Nahman <jn@nhpreservation.org>
Cc: Niko Papakonstantis <npapakonstantis@exeternh.gov>; Mark Furlong <markwfurlongnh@gmail.com>
Subject: Seven to Save Nomination for Exeter Park Street Bridge

Dear Jacquelyn Nahman,

I have attached a letter of support from the Exeter Select Board for the Seven to Save nomination for the Exeter Park Street Bridge.

Sincerely,

Paul E. Cohen
Town Manager
Town of [Exeter, NH](#)
[10 Front Street](#)
[Exeter, NH 03833](#)
603-773-6101



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

August 12, 2026

Jacquelyn Nahman
Field Services and Operations Assistant
New Hampshire Preservation Alliance
7 Eagle Square
Concord, NH 03301

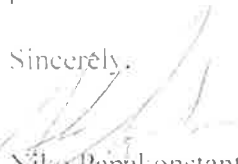
RE: Seven to Save - Exeter Park Street Bridge

Dear Jacquelyn Nahman,

The Exeter Select Board supports the Seven to Save nomination for the preservation of the Park Street Bridge. The iron truss bridge was erected in 1892 by Hawkins Iron Works of Springfield, Massachusetts for the Boston & Maine Railroad. It is eligible for the National Register of Historic Places.

The Park Street Bridge provides safe access over the railroad tracks to the nearby elementary school, Philips Exeter Academy, Swasey Parkway, and downtown Exeter. The bridge has been closed to vehicular traffic since February 2025 due to structural concerns. CSX is seeking to have the bridge removed. The Town of Exeter is seeking the support of the New Hampshire Department of Transportation to preserve the bridge. A vibrant neighborhood group is actively working to preserve this historic structure.

Sincerely,


Niko Papakonstantis
Exeter Select Board Chair



Pam McElroy <pmcelroy@exeternh.gov>

FW: Seven to Save Nomination for Exeter Park Street Bridge

1 message

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

Wed, Aug 12, 2026 at 3:32 PM

From: Jacquelyn Nahman <jn@nhpreservation.org>
Sent: Wednesday, August 12, 2026 3:27 PM
To: Paul Cohen <pcohen@exeternh.gov>
Cc: Niko Papakonstantis <npapakonstantis@exeternh.gov>; Mark Furlong <markwfurlongnh@gmail.com>
Subject: Re: Seven to Save Nomination for Exeter Park Street Bridge

Paul,

Thank you for sending along the letter. I will add it to your nomination.

Jacquelyn Nahman



Jacquelyn Nahman

Field Services and Operations Associate

603-224-2281

nhpreservation.org

7 Eagle Square, Concord, NH 03301



Review Board Calendar

Non-Public Session