

**Exeter Board of Selectmen Meeting
Monday, December 17th, 2012, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

BUSINESS MEETING TO BEGIN AT 7:00 P.M.

1. Call Meeting to Order
2. Public Comment
3. Minutes & Proclamations
 - a. Regular Meetings: December 10th, 2012
4. Appointments
5. Discussion/Action Items
 - a. New Business
 - i. Grant Application – Exeter Theater Company
 - ii. FY13 Budget and Warrant Articles
 - iii. FY13 Water/Sewer Rate Recommendation
 - b. Old Business-
 - i. FY12 Encumbrances
 - ii. FY13 Revolving Funds
 - iii. Exeter-Stratham Water/Sewer Study
6. Regular Business
 - a. Bid Openings – Water/Wastewater Chemicals, Tax Deed Property
 - b. A/P and Payroll Manifests
 - c. Budget Updates
 - d. Tax Abatements & Exemptions
 - e. Water/Sewer Abatements
 - f. Permits
 - g. Town Manager's Report
 - h. Legislative Update
 - i. Selectmen's Committee Reports
 - j. Correspondence
7. Review Board Calendar
8. Non Public Session
9. Adjournment

Matt Quandt, Chairman
Board of Selectmen

Posted: 12/14/12 Town Offices, Library, and Departments

Persons may request an accommodation for a disabling condition in order to attend this meeting. It is asked that such requests be made with 72 hours notice. If you do not make such a request, you may do so with the Town Manager prior to the start of the meeting. No requests will be considered once the meeting has begun.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.town.exeter.nh.us

14 December 2012

To Whom it may concern:

Re: Exeter Theater Company NEA "Our Town" grant application for the IOKA Theater restoration

It is with great pleasure that I endorse the application of the Exeter Theater Company's Our Town grant application. The Town of Exeter is governed by an elected Board of Selectmen of which I have been appointed Chairman.

The Company plans to renovate the historic IOKA theater in the center of our downtown. After renovations, the Company will organize and present a variety of performing arts programs including movies, live music, local school and other theater productions as well, author and poetry readings and performing arts related instruction.

The Exeter Theater Company is a non-profit organization that has invigorated area citizens in support of a new relationship between the public and the previously privately held IOKA Theater. During past ownerships the theater has seen significant changes and deterioration that must be rectified in order for the theater to successfully engage the public. We look forward to seeing the project bring residents as well as visitors to enjoy our attractive downtown and increase our livability through art awareness.

As Chairman of the Board, I am pleased to work with the Company to see their plans to fruition and thus have designated the Exeter Theater Company as the only entity in Exeter to apply for this grant program.

Sincerely,

Matthew J. Quandt
Chairman
Exeter Board of Selectmen

Excerpts from

Creative Placemaking

Ann Markusen *Markusen Economic Research Services*

Anne Gadwa *Metris Arts Consulting*

Creative Placemaking: Executive Summary

In creative placemaking, partners from public, private, non-profit, and community sectors strategically shape the physical and social character of a neighborhood, town, city, or region around arts and cultural activities. Creative placemaking animates public and private spaces, rejuvenates structures and streetscapes, improves local business viability and public safety, and brings diverse people together to celebrate, inspire, and be inspired.

In turn, these creative locales foster entrepreneurs and cultural industries that generate jobs and income, spin off new products and services, and attract and retain unrelated businesses and skilled workers. Together, creative placemaking's livability and economic development outcomes have the potential to radically change the future of American towns and cities.

Instead of a single arts center or a cluster of large arts and cultural institutions, contemporary creative placemaking envisions a more decentralized portfolio of spaces acting as creative crucibles. In each, arts and culture exist cheek-by-jowl with private sector export and retail businesses and mixed-income housing, often occupying buildings and lots that had been vacant and under-used. In large cities, many such hubs reflect the ethnic or historical character of place and invite residents and visitors alike across porous boundaries to visit, patronize, and enjoy. In smaller towns, traditional cultural practices and landscapes are transformed into distinctive cultural centers and festivals that revive emptying downtowns and attract regional visitors. Large cultural institutions, often inspired by their smaller counterparts, are increasingly engaging in active placemaking.

This white paper summarizes two decades of creative American placemaking, drawing on original economic research and case studies of pathbreaking initiatives in large and small cities, metropolitan to rural, as well as published accounts. The case studies stretch from Providence, Rhode Island, to Los Angeles, California, and from Arnaudville, Louisiana, and Fond du Lac, Minnesota, to Seattle, Washington. Each reveals a distinctive strategy that succeeded when initiators built partnerships across sectors, missions, and levels of government, leveraging funds from diverse sources and programs.

Creative placemaking serves livability, diversity, and economic development goals. Livability outcomes include heightened public safety, community identity, environmental quality, increased affordable housing and workplace options for creative workers, more beautiful and reliable transportation choices, and increased collaboration between civic, non-profit, and for-profit partners. Economic development quickens because arts and cultural investments help a locality capture a higher share of expenditures from local income. Instead of traveling elsewhere for entertainment and culture, or going to a big-box retailer or shopping mall, residents are patrons of local talent and venues, earnings that re-circulate at a higher rate in the local economy. Re-using vacant space generates local property and sales tax revenues that can

be devoted to streets, lighting, sanitation, greenery, and police and fire. Additional jobs and incomes are generated in construction, retail businesses, and arts and cultural production. New businesses, in the creative industries and others, are attracted to these communities.

Place has always been important for the emergence of new products, industries, and jobs. We find that creative places are cultural industry crucibles where people, ideas, and organizations come together, generating new products, industries, jobs, and American exports. They nurture entrepreneurs and expand the ranks of self-employed artists and designers who market their creations far afield. Training grounds for area youth, they incubate the next generation of creative workers and entrepreneurs. Because jobs increasingly follow people, rather than vice versa, they draw and retain other businesses and workers to their rich, lively, and diverse environs.

As cultural industry incubators, creative places make valuable contributions to the national economy. More than 2 million Americans support themselves as artists, and the ranks of cultural workers exceed 3.8 million, or almost 3% of the nation's workforce. Many are entrepreneurs, some employ others; 65% of writers, 57% of visual artists, and 41% of musicians are self-employed.

Artists and related cultural workers provide the core expertise for American cultural industries, supporting close to 5 million jobs. These industries—the performing arts, movies, television, broadcasting, sound recording, video games, design, advertising, publishing, tourism—are among our most competitive internationally, producing billions of dollars in export earnings.

Creative placemakers confront daunting challenges. Many have stumbled along the way. Others have been slowed down or suffer growing pains. We asked leaders of successful efforts about the challenges they faced, how they met them, and what lessons they learned. In addition to overcoming fiscal challenges stemming from the Great Recession, many creative placemakers have navigated similar obstacles, namely: difficulties in creating partnerships, countering skepticism on the part of communities and public leaders, assembling adequate financing, clearing regulatory hurdles, ensuring long-term maintenance and sustainability, avoiding displacement and gentrification, documenting progress, and developing performance metrics. These insights are as important as their achievements for informing policy and encouraging other communities.

In the United States, creative placemaking operates at all geographic scales and with a diverse array of initiators and partners. We identify six components of a successful strategy, drawn from in-depth interviews. Each effort starts with an entrepreneurial initiator; demonstrates a commitment to place and its distinctive character; mobilizes public will, both in local government and the citizenry; attracts private sector support, either from cultural industries or place developers or both; wins the active participation of arts and cultural leaders; and succeeds in building partnerships across sectors (for-profit, non-profit, government, and community), missions (e.g., cultural affairs, economic and workforce development, transportation, housing, planning, environment, and health), and levels of government (local, state, and federal).

Our research finds that through creative placemaking, arts and culture make substantial contributions to local economic development, livability, and cultural industry competitiveness. These contributions have not been given their due in public policy. Many city and small-town leaders are beginning to understand these connections. Some are modeling their initiatives on pathbreakers elsewhere, tailoring them to their

own distinctive assets and challenges. At the state and federal levels, politicians, policymakers, and agency heads see the potential for arts and cultural activities to improve the effectiveness of their missions in transportation, housing, workforce development, health care, environmental remediation, and education. Exemplary cases of creative placemaking suggest that a collaborative policy platform can be developed across agencies, levels of government and public/non-profit/private sector organizations. This platform should be constructed from evidence on what works and where, and it should include evaluation from the start.

Arts and culture at this historic juncture are proving their power as economic and social catalysts. Through smart collaborations with other sectors—government, private business, foundations—they are creating opportunities for rejuvenation and economic development, anchored in and tailored to diverse communities. The arts can be a fulcrum for the creative transformation of American cities.

Grant Program Description

Art works to improve the lives of America's citizens in many ways. Communities across our nation are leveraging the arts and engaging design to make their communities more livable with enhanced quality of life, increased creative activity, a distinct sense of place, and vibrant local economies that together capitalize on their existing assets. The NEA defines these efforts as the process of *Creative Placemaking*:

Through *Our Town*, subject to the availability of funding, the National Endowment for the Arts will provide a limited number of grants, ranging from \$25,000 to \$200,000, for creative placemaking projects that contribute toward the livability of communities and help transform them into lively, beautiful, and sustainable places with the arts at their core. *Our Town* will invest in creative and innovative projects in which communities, together with their arts and design organizations and artists, seek to:

- Improve their quality of life.
- Encourage greater creative activity.
- Foster stronger community identity and a sense of place.
- Revitalize economic development.

Through *Our Town* projects, the NEA intends to achieve the following outcome: *Livability: American communities are strengthened through the arts*. See "Intended NEA Outcome" for more details.

Partnerships

A key to the success of creative placemaking is involving the arts in partnership with committed governmental and private sector leadership. All *Our Town* applications must reflect a partnership that will provide leadership for the project. These partnerships must involve two primary partners: a nonprofit organization and a local government entity. One of the two primary partners must be a cultural (arts or design) organization.

Additional partners are encouraged and may include an appropriate variety of entities such as state level government agencies, foundations, arts organizations and artists, nonprofit organizations, design professionals and design centers, educational institutions, real estate developers, business leaders, and community organizations, as well as public and governmental entities.

You may find it helpful to contact your local arts agency as you begin the process within your community.

Projects

The Arts Endowment plans to support a variety of diverse projects across the country in urban and rural communities of all sizes. Please review the list of grants on our website to see the types of projects that have been funded recently through *Our Town* and the related *Mayors' Institute on City Design 25th Anniversary Initiative*.

Our Town projects should represent the distinct character and quality of their communities and must reflect the following principles:

- A systemic approach to civic development and a persuasive vision for enhanced community livability.
- Clearly defined civic development goals and objectives that recognize and enhance the role that the arts and design play at the center of community life.
- An action plan aligned with the project vision and civic development goals.
- A funding plan that is appropriate, feasible, indicates strong and wide community support, and includes a well-conceived strategy for maintaining the work of the project.
- Artistic excellence of the design and/or arts organizations, designers, or artists involved with the project.

Projects may include arts engagement, cultural planning, and design activities such as:

Arts Engagement

Arts engagement projects support artistically excellent artistic production or practice as the focus of creative placemaking work.

- Innovative programming that fosters interaction among community members, arts organizations, and artists, or activates existing cultural and community assets.
- Festivals and performances in spaces not normally used for such purposes.
- Public art that improves public spaces and strategically reflects or shapes the physical and social character of a community.

Cultural Planning

Cultural planning projects support the development of artistically excellent local support systems necessary for creative placemaking to succeed.

- Creative asset mapping.
- Cultural district planning.
- The development of master plans or community-wide strategies for public art.
- Support for creative entrepreneurship.
- Creative industry cluster/hub development.

Design

Design projects that demonstrate artistic excellence while supporting the development of environments where creative placemaking takes place, or where the identity of place is created or reinforced.

- Design of rehearsal, studio, or live/work spaces for artists.
- Design of cultural spaces – new or adaptive reuse.
- Design of public spaces, e.g., parks, plazas, landscapes, neighborhoods, districts, infrastructure, bridges, and artist-produced elements of streetscapes,
- Community engagement activities including design charrettes, design competitions, and community

design workshops.

We understand that creative placemaking projects are often multi-year, large-scale initiatives. Please specify in your application which phase or phases of your project are included in your request for NEA funding. All phases of a project -- except for construction, purchase, or renovation of facilities as noted below -- are eligible for support. All costs included in your Project Budget must be expended within your period of support.

If relevant to your project, you will be required to provide information in accordance with the National Environmental Policy Act and/or the National Historic Preservation Act.

Funding under *Our Town* is **not** available for:

- Projects that do not involve the required partnership that will provide leadership for the project. Partnerships must involve at least two primary partners: a nonprofit organization and a local government entity. One of the two primary partners must be a cultural (arts or design) organization.
- Activities that are not tied directly to long-term civic development goals.
- Projects where the arts, design, or cultural activity are not core to the project's plan.
- Capacity building initiatives for artists that are not integral to a broader civic development strategy.
- Construction, purchase, or renovation of facilities. (Design fees, community planning, and installation of public art are eligible; however, no Arts Endowment or matching funds may be directed to the costs of physical construction or renovation or toward the purchase costs of facilities or land.)
- Costs (and their match) to bring a project into compliance with federal grant requirements. This includes environmental or historical assessments or reviews.
- Subgranting or regranting, except for local arts agencies that are designated to operate on behalf of their local governments or are operating units of city or county government. (See more information on subgranting.) Subgranting activity by designated local arts agencies must be directly relevant to the *Our Town* project activities.
- Financial awards to winners of competitions.
- Fund raising or financing activities.

Note: The *Grants for Arts Projects* guidelines provide additional information on what we do not fund.

Intended Outcome

Through *Our Town* projects, the Arts Endowment intends to achieve the following outcome from our strategic plan: *Livability: American communities are strengthened through the arts.*

The anticipated long-term results for Livability projects are measurable community benefits, such as growth in overall levels of social and civic engagement; arts- or design-focused changes in policies, laws, and/or regulations; job and/or revenue growth for the community; or changes in in-and-out migration patterns. You will be asked to address the anticipated results in your application. If you receive a grant, you will be asked to provide evidence of those results at the end of your project. Given the nature of Livability projects, benefits are likely to emerge over time and may not be fully measurable during the period of a grant. You will need to

provide evidence of progress toward achieving improved livability as appropriate to the project. Before applying, please review the reporting requirements for Livability. We recognize that some projects involve risk, and we want to hear about both your successes and failures. Failures can provide valuable learning experiences, and reporting them will have no effect on your ability to receive NEA funds in the future.

Beyond the reporting requirements for all grantees, selected *Our Town* grantees may be asked to assist in the collection of additional information that can help the NEA determine the degree to which agency objectives were achieved. For example, *Our Town* grantees may be asked to participate in surveys or interviews, and/or may be asked to assist in publicizing and promoting these data collection efforts. You may be contacted to provide evidence of project accomplishments including, but not limited to, work samples, community action plans, cultural asset studies, programs, reviews, relevant news clippings, and playbills. Please remember that you are required to maintain project documentation for three years following submission of your final report.

We may publish grantees' reports and products on our website. Please note that all federal grantmaking agencies retain a royalty-free right to use all or a portion of grantees' reports and products for federal purposes.

Deadline Date

You are required to submit your application electronically through Grants.gov, the federal government's online application system. The Grants.gov system must receive your validated and accepted application no later than 11:59 p.m., Eastern Time, on January 14, 2013. We strongly recommend that you submit at least 10 days in advance of the deadline to give yourself ample time to resolve any problems that you might encounter. We will not accept late applications.

Budget Business – December 17th, 2012

1. Establish any final budget changes to operating budget (additional information has been provided)
2. Deliberate on whether any warrant articles will be either 1) recommended for warrant or 2) deferred. Bond articles need to be decided as the bond hearing notice will be posted before the year end for the hearing on January 15th.
3. After BOS finalizes budget recommendation, the MS6 and MSDT will be prepared for the budget public hearing on January 15th, 2013.
4. Review and encumbrance changes/additions. Vote to authorize the list of encumbrances in the amounts presented.
5. Revolving funds – as these are “ongoing funds” that are not appropriated, BOS can deliberate and make changes or adjustments to those funds at any meeting.

DRAFT

DEPARTMENT	2012 Budget	2013 BRC		2013 vs. 2012 %		2013 BOS Budget	2013 vs. 2012 \$		2013 Default Budget
		Proposal	Increase/(Decrease)	Difference	Increase/(Decrease)		Difference		
General Government									
100 Board of Selectmen	40,775	21,774	(19,001)	-46.6%	21,774	(19,001)	-46.6%	21,774	
111 Town Manager	179,145	192,940	13,795	7.7%	192,940	13,795	7.7%	178,836	
113 CATV	1	1	-	0.0%	1	-	0.0%	1	
115 Human Resources	82,878	83,119	241	0.3%	83,119	241	0.3%	81,284	
119 Transportation	20,919	20,919	-	0.0%	20,919	-	0.0%	20,919	
120 Legal	70,000	70,000	-	0.0%	70,000	-	0.0%	70,000	
125 Information Technology	136,763	157,152	20,389	14.9%	154,152	17,389	12.7%	145,847	
130 Trustees of Trust Funds	891	891	0	0.0%	891	0	0.0%	891	
140 Town Moderator	969	431	(538)	-55.6%	431	(538)	-55.6%	431	
151 Town Clerk	318,104	340,389	22,285	7.0%	313,715	(4,389)	-1.4%	310,540	
152 Elections/Registration	38,490	11,044	(27,446)	-71.3%	11,044	(27,446)	-71.3%	10,744	
Total General Government	888,935	898,660	9,725	1.1%	868,985	(19,950)	-2.2%	841,267	
Finance									
201 Finance/Accounting	257,287	265,960	8,673	3.4%	265,960	8,673	3.4%	265,960	
202 Treasurer	9,542	10,080	538	5.6%	10,080	538	5.6%	9,542	
203 Tax Collection	83,686	93,708	10,022	12.0%	93,708	10,022	12.0%	93,708	
205 Assessing	211,595	217,127	5,532	2.6%	217,127	5,532	2.6%	215,310	
Total Finance	562,110	586,875	24,765	4.4%	586,875	24,765	4.4%	584,520	
Planning & Building									
301 Planning	206,568	226,999	20,431	9.9%	226,999	20,431	9.9%	213,699	
302 Inspections/Code Enforcement	222,962	227,778	4,816	2.2%	227,778	4,816	2.2%	227,978	
303 Board of Adjustment	4,200	2,900	(1,300)	-31.0%	2,900	(1,300)	-31.0%	4,200	
304 Historic District Commission	1,480	1,980	500	33.8%	1,980	500	33.8%	1,480	
305 Conservation Commission	9,605	9,605	-	0.0%	9,605	-	0.0%	9,605	
306 Heritage Commission	800	1,400	600	75.0%	1,400	600	75.0%	800	
Total Planning & Building	445,615	470,661	25,046	5.6%	470,661	25,046	5.6%	457,761	
Economic Development Commission									
307 Economic Development Commission	3,500	1,500	(2,000)	-57.1%	1,500	(2,000)	-57.1%	3,500	
Total Economic Development Commission	3,500	1,500	(2,000)	-57.1%	1,500	(2,000)	-57.1%	3,500	
Police									
401 Administration	710,126	718,280	8,154	1.1%	718,280	8,154	1.1%	717,855	
402 Staff	470,751	534,133	63,382	13.5%	534,133	63,382	13.5%	489,079	
403 Patrol	1,792,634	1,852,976	60,342	3.4%	1,863,106	70,472	3.9%	1,863,106	
404 Animal Control	1,250	1,250	-	0.0%	1,250	-	0.0%	1,250	
405 Communications	434,490	426,487	(8,003)	-1.8%	426,487	(8,003)	-1.8%	427,674	
Total Police	3,409,251	3,533,126	123,875	3.6%	3,543,256	134,005	3.9%	3,498,964	

Town of Exeter
 2013 Budget Summary Preliminary
 Updated December 12, 2012

DRAFT

DEPARTMENT	2012 Budget	2013 BRC		2013 vs. 2012 %		2013 vs. 2012 \$		2013 vs. 2012 % Difference	2013 BOS Budget	2013 vs. 2012 \$		2013 vs. 2012 % Difference	2013 Default Budget
		Proposal	Increase/(Decrease)	Increase/(Decrease)	Increase/(Decrease)	Increase/(Decrease)	Increase/(Decrease)						
Fire													
501 Administration	492,859	511,066	18,207	3.7%	18,207	3.7%	18,207	3.7%	511,066	18,207	3.7%	511,106	
503 Fire Suppression	2,861,791	2,977,925	116,134	4.1%	116,134	4.1%	125,562	4.4%	2,987,353	125,562	4.4%	2,995,061	
504 Emergency Management	19,333	43,825	24,492	126.7%	24,492	126.7%	24,492	126.7%	43,825	24,492	126.7%	19,333	
505 Health	117,820	124,616	6,796	5.8%	6,796	5.8%	6,796	5.8%	124,616	6,796	5.8%	124,616	
Total Fire	3,491,803	3,657,432	165,629	4.7%	165,629	4.7%	175,057	5.0%	3,666,860	175,057	5.0%	3,650,116	
Public Works - General Fund													
601 Administration & Engineering	347,510	354,641	7,131	2.1%	7,131	2.1%	7,131	2.1%	354,641	7,131	2.1%	352,666	
602 Highways & Streets	1,707,427	1,808,109	100,682	5.9%	100,682	5.9%	50,682	3.0%	1,758,109	50,682	3.0%	1,717,109	
603 Snow Removal	305,765	275,810	(29,975)	-9.8%	(29,975)	-9.8%	(29,975)	-9.8%	275,810	(29,975)	-9.8%	275,810	
604 Solid Waste Disposal	855,250	821,232	(34,018)	-4.0%	(34,018)	-4.0%	(34,018)	-4.0%	821,232	(34,018)	-4.0%	821,982	
605 Street Lights	107,000	137,000	30,000	28.0%	30,000	28.0%	25,000	23.4%	132,000	25,000	23.4%	137,000	
Total Public Works - General Fund	3,322,972	3,396,792	73,820	2.2%	73,820	2.2%	18,820	0.6%	3,341,792	18,820	0.6%	3,304,586	
Maintenance													
606 General	550,171	553,828	3,657	0.7%	3,657	0.7%	3,657	0.7%	553,828	3,657	0.7%	553,828	
615 Mechanics/Garage	205,473	230,658	25,185	12.3%	25,185	12.3%	25,185	12.3%	230,658	25,185	12.3%	209,158	
607 Recreation Center	19,300	19,300	-	0.0%	-	0.0%	-	0.0%	19,300	-	0.0%	19,300	
608 Town Hall	29,200	29,200	-	0.0%	-	0.0%	-	0.0%	29,200	-	0.0%	29,200	
609 Town Office	28,600	28,600	-	0.0%	-	0.0%	-	0.0%	28,600	-	0.0%	28,600	
610 Senior Center	14,150	14,150	-	0.0%	-	0.0%	-	0.0%	14,150	-	0.0%	14,150	
611 Safety Complex	69,800	69,800	-	0.0%	-	0.0%	-	0.0%	69,800	-	0.0%	69,800	
612 DPW Complex	42,800	42,800	-	0.0%	-	0.0%	-	0.0%	42,800	-	0.0%	42,800	
613 Train Station	11,000	11,000	-	0.0%	-	0.0%	-	0.0%	11,000	-	0.0%	11,000	
614 Other Town Structures	11,200	11,200	-	0.0%	-	0.0%	-	0.0%	11,200	-	0.0%	11,200	
Total Maintenance	981,694	1,010,536	28,842	2.9%	28,842	2.9%	28,842	2.9%	1,010,536	28,842	2.9%	989,036	
Welfare & Human Services													
710 Welfare	90,794	92,775	1,981	2.2%	1,981	2.2%	1,981	2.2%	92,775	1,981	2.2%	92,775	
711 Human Service Grants	65,995	-	(65,995)	-100.0%	(65,995)	-100.0%	(65,995)	-100.0%	-	(65,995)	-100.0%	65,995	
Total Welfare & Human Services	156,789	92,775	(64,014)	-40.8%	(64,014)	-40.8%	(64,014)	-40.8%	92,775	(64,014)	-40.8%	158,770	
Parks & Recreation													
801 Recreation	296,557	308,244	11,687	3.9%	11,687	3.9%	11,687	3.9%	308,244	11,687	3.9%	308,244	
802 Parks	188,687	158,024	(30,663)	-16.3%	(30,663)	-16.3%	(30,663)	-16.3%	158,024	(30,663)	-16.3%	156,249	
803 Pool	4,200	-	(4,200)	-100.0%	(4,200)	-100.0%	(4,200)	-100.0%	-	(4,200)	-100.0%	-	
Total Parks & Recreation	489,444	466,268	(23,176)	-4.7%	(23,176)	-4.7%	(23,176)	-4.7%	466,268	(23,176)	-4.7%	464,493	

Town of Exeter

2013 Budget Summary Preliminary
Updated December 12, 2012

DRAFT

DEPARTMENT	2013 BRC		2013 vs. 2012 \$		2013 vs. 2012 %		2013 BOS		2013 vs. 2012 \$		2013 vs. 2012 %		2013 Default Budget	
	2012 Budget	Proposal	Increase/(Decrease)	Difference	2013 vs. 2012 %	2012 %	Difference	2012 \$	Increase/(Decrease)	Difference	2013 BOS Budget	Increase/(Decrease)	Difference	2013 BOS Budget
116/804	21,200	22,300	1,100	5.2%	22,300	1,100	5.2%	22,300	1,100	22,300	1,100	5.2%	22,300	10,950
805	14,000	14,000	-	0.0%	14,000	-	0.0%	14,000	-	14,000	-	0.0%	14,000	14,000
Total Other Culture/Recreation	35,200	36,300	1,100	3.1%	36,300	1,100	3.1%	36,300	1,100	36,300	1,100	3.1%	36,300	24,950
901	879,787	904,269	24,482	2.8%	904,269	24,482	2.8%	904,269	24,482	904,269	24,482	2.8%	904,269	904,269
Total Library	879,787	904,269	24,482	2.8%	904,269	24,482	2.8%	904,269	24,482	904,269	24,482	2.8%	904,269	904,269
921-23	666,273	754,041	87,768	13.2%	754,041	87,768	13.2%	754,041	87,768	754,041	87,768	13.2%	754,041	754,041
117	407,633	426,830	19,197	4.7%	426,830	19,197	4.7%	426,830	19,197	426,830	19,197	4.7%	426,830	426,830
118	49,811	47,477	(2,334)	-4.7%	47,477	(2,334)	-4.7%	47,477	(2,334)	47,477	(2,334)	-4.7%	47,477	47,477
Total Debt Service & Capital	1,123,717	1,228,348	104,631	9.3%	1,228,348	104,631	9.3%	1,228,348	104,631	1,228,348	104,631	9.3%	1,228,348	1,228,348
931	62,829	47,813	(15,016)	-23.9%	47,813	(15,016)	-23.9%	47,813	(15,016)	47,813	(15,016)	-23.9%	47,813	47,813
931	12,575	11,154	(1,421)	-11.3%	11,154	(1,421)	-11.3%	11,154	(1,421)	11,154	(1,421)	-11.3%	11,154	11,154
933	131,572	147,296	15,724	12.0%	147,296	15,724	12.0%	147,296	15,724	147,296	15,724	12.0%	147,296	147,296
937	133,829	141,709	7,880	5.9%	141,709	7,880	5.9%	141,709	7,880	141,709	7,880	5.9%	141,709	141,709
114/941	340,805	347,972	7,167	2.1%	347,972	7,167	2.1%	347,972	7,167	347,972	7,167	2.1%	347,972	347,972
Total Benefits & Taxes	16,131,621	16,631,514	499,893	3.1%	16,631,514	499,893	3.1%	16,566,396	434,774	16,566,396	434,774	2.7%	16,458,551	16,458,551
Total General Fund	2,325,515	2,320,286	(5,229)	-0.2%	2,320,286	(5,229)	-0.2%	2,298,623	(26,892)	2,298,623	(26,892)	-1.2%	2,272,582	2,272,582
Water Fund	1,853,217	2,362,442	509,225	27.5%	2,362,442	509,225	27.5%	2,340,780	487,563	2,340,780	487,563	26.3%	2,257,168	2,257,168
Sewer Fund	20,310,353	21,314,241	1,003,888	4.9%	21,314,241	1,003,888	4.9%	21,205,799	895,446	21,205,799	895,446	4.4%	20,988,302	20,988,302
Total All Funds	38,400	113,795	113,795		113,795	113,795								
Other Appropriations - Warrant Articles	250,000	250,000	250,000		250,000	250,000								
Human Service Warrant Articles	198,000	-	-		-	-								
Supplemental Paving	49,000	-	-		-	-								
Town Office Modular HVAC System	99,900	-	-		-	-								
Getty Petroleum Land Purchase (Court & Historical Society Roof Repl	150,000	150,000	150,000		150,000	150,000								
Linden St & Court St Culverts	30,000	30,000	30,000		30,000	30,000								
Raynes Farm Improvements	70,000	70,000	70,000		70,000	70,000								
Vacuum Utility Truck #67	-	-	-		-	-								
Totals	635,300	613,795	(21,505)	-3.4%	613,795	(21,505)	-3.4%							

FY13 Budget Reductions Update from 12/10/12 BOS meeting

Website upgrades – IT \$5,800
4,000 reduced from budget (modules citizen support center and intranet, \$1,800 still in budget for maintenance of website) 12/10

Keep Deputy TC PT \$26,000
Reduced per BOS vote 12/10

Eliminate TC counter changes \$12,500
Deferred to 12/17

Finance/Accounting \$1,000 training funds
No change

Planning Studies (ESC) \$12,500
Already reduced out of budget in BRC proposal

Arts Committee \$200
No change

DPW Vehicles \$35,750*
No changes

Water Emergency Repairs \$50,000
Already reduced out of budget

Sewer Emergency Repairs \$50,000
Already reduced out of budget

*Move replacement vehicles in Police to DPW

Emergency Lighting Unit EM \$16,000
Deferred to 12/17

FF to introduce petition for 1.8% COLA on 12/17/12.

Wetlands Mapping Layer (DC) \$7,000
No change

Chip Key Fuel System \$21,500
Discussion/no change

Paving \$50,000
Reduced per BOS vote 12/10/12

Streetlights \$5,000
Reduced by \$5,000 (\$10,000 proposed) vote 12/10/12

HSEO Position (Water/Sewer)
Reduced by BOS vote 12/10/12

\$35,381

**Town of Exeter
2013 Draft Budget - BOS Cuts**

As of 12/10/12

General Fund Budget (per BRC)	16,631,514	
IT - Internet Services (a)	(4,000)	
(a) changes W/S Allocation	1,000	
TC- Wages & Benefits	(26,675)	remove FT DTC position
Street Lights	(5,000)	reduce electricity
HWY - Paving	(50,000)	
	<u>(84,675)</u>	
Benefits Changes- adds to budget		
Police	10,129	
Fire Suppression	9,427	Health and Dental Plan Changes
	<u>19,556</u>	
BOS GF Changes (net)	<u>(65,119)</u>	
Water Fund Budget (per BRC)	2,320,286	
WD - Wages & Benefits	(16,764)	W&S Sewer Operator Position removed
BOS WF Changes (net)	<u>2,303,522</u>	
Sewer Fund Budget (per BRC)	2,362,442	
SC - Wages & Benefits	(16,764)	W&S Sewer Operator Position removed
BOS WF Changes (net)	<u>2,345,678</u>	

**Consumer Price Index - All Urban Consumers
Original Data Value**

Series Id: CUUURA103SA0, CUUSA103SA0
 Not Seasonally Adjusted
 Area: Boston-Brockton-Nashua, MA-NH-ME-CT
 Item: All items
 Base Period: 1982-84=100
 Years: 2002 to 2012

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2002	192.9	194.7	194.7	194.8	195.7	195.7	195.7	195.7	199.1	200.4	200.4	200.4	196.5	194.4	198.7
2003	199.8	202.8	202.8	202.3	203.0	203.0	203.0	203.0	206.8	206.5	206.5	206.5	203.9	201.9	205.9
2004	208.4	208.7	208.7	208.7	208.9	208.9	208.9	208.9	209.8	211.7	211.7	211.7	209.5	208.6	210.3
2005	211.3	214.2	214.2	214.6	217.2	217.2	217.2	217.2	220.1	218.6	218.6	218.6	216.4	213.9	218.9
2006	220.5	221.3	221.3	222.9	225.1	225.1	225.1	225.1	224.5	223.1	223.1	223.1	223.1	222.0	224.2
2007	224.432	226.427	226.427	226.247	226.929	226.929	226.929	226.929	227.850	230.689	230.689	230.689	227.409	225.910	228.909
2008	231.980	233.084	233.084	235.344	241.258	241.258	241.258	241.258	238.519	232.354	232.354	232.354	235.370	234.239	236.502
2009	230.806	232.155	232.155	231.891	233.018	233.018	233.018	233.018	236.596	236.589	236.589	236.589	233.778	231.802	235.754
2010	237.266	237.986	237.986	238.083	236.132	236.132	236.132	236.474	236.474	238.103	238.103	238.103	237.446	237.683	237.209
2011	239.814	242.787	242.787	244.574	244.256	244.256	244.256	245.310	245.310	245.030	245.030	245.030	243.881	242.761	245.001
2012	245.891	247.166	247.166	246.582	246.326	246.326	246.326	249.488	249.488	249.929	249.929	249.929	246.583	246.583	246.583

2.5% 1.8% 0.8% 0.8% 1.7% 2.0% 1.6%

EXETER TOWN WARRANT – 2013

To the inhabitants of the Town of Exeter, in the County of Rockingham, in the said State, qualified to vote in Town affairs:

First Session

You are hereby notified that the first session (the Deliberative Session) of the Annual Town Meeting will be held on Saturday, February 2, 2013 beginning at 9:00 a.m. at the Arthur L. Hanson III Center for the Performing Arts at Exeter High School, 1 Blue Hawk Drive. The first session will consist of explanation, discussion and debate of each of the following warrant articles, and will also afford voters who are present the opportunity to propose, debate and adopt amendments to warrant articles, except those articles in which wording is prescribed by state law.

Second Session

The second session of the annual town meeting, to elect town officers by official ballot and to vote on all warrant articles as they may have been amended at the first session, will be held on Tuesday, March 12, 2013 at the Talbot Gymnasium at the Tuck Learning Center, 30 Linden Street. Polls for voting by official ballot will open at 7:00 a.m. and close at 8:00 p.m.

Article 1

To choose the following: 2 Selectmen for a 3-year term; 1 Treasurer for a 2-year term; 1 Supervisor of the Checklist for a 6-year term; 3 Trustees of the Library for a 3-year term; 1 Trustee of Trust Funds for a 3-year term; 1 Trustee of the Robinson Fund for a 7-year term; 1 Trustee of Swasey Parkway for a 3-year term.

Article 2: Zoning Amendment #1: Definition changes (elderly housing, etc.) – note this will actually be several separate articles if recommended by planning board.

Article 3: Zoning Amendment #2: Portsmouth Avenue Commercial Zoning (form based code Portsmouth Avenue).

Article 4

To see if the Town will vote to raise and appropriate the sum of two-million three hundred ninety-six thousand and one-hundred eighty-five dollars (\$2,396,185) for design and construction of a new fire station on Town-owned land on Continental Drive. The Town will authorize the issuance of not more than (\$2,396,185) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; Debt service will be paid from the general fund.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen

Article 5

To see if the Town will vote to raise and appropriate the sum of one-million one hundred and fifty thousand (\$1,120,000) for replacement and rehabilitation of water mains and sewer lines on Portsmouth Avenue from the High Street and Portsmouth Avenue intersection to the surface water treatment plant. The Town will authorize the issuance of not more than (\$1,120,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; Debt service will be paid from the water fund (\$954,000) and from the sewer fund (\$196,000) via water fees and sewer fees.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen

Article 6

To choose all other necessary Town Officers, Auditors or Committees for the ensuing year.

Article 7

Shall the Town of Exeter raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$21,205,799. Should this article be defeated, the default budget shall be \$20,988,302 which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Majority vote required)

_____ by the Board of Selectmen

Article 8

Shall the Town approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the SEIU 1984 (DPW/Administrative Unit) which calls for the following salaries and benefits at the current staffing levels:
Year & Estimated Increase: ;

And further, raise and appropriate the sum of (\$TBD) for the 2013 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels?

(Majority vote required)

_____ by the Board of Selectmen

Article 9

Shall the Town approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Exeter Fire Association which calls for the following salaries and benefits at the current staffing levels:

Year & Estimated Increase: ;

And further, raise and appropriate the sum of (\$TBD) for the 2013 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels?

(Majority vote required)

_____ by the Board of Selectmen

Article 10 – Ladder Truck

To see if the Town will vote to authorize the Board of Selectmen to enter into a lease/purchase agreement for the purpose of lease/purchasing a replacement for the 1994 Ladder Truck for the Exeter Fire Department, and to raise and appropriate the sum of one-hundred seven thousand and two hundred fifty dollars (\$107,250), which represents the first of 10 annual payments (a total of \$961,125), for that purpose.

(Majority vote required)

_____ by the Board of Selectmen

Article 11 – Sewer Vector Truck

To see if the Town will vote to authorize the Board of Selectmen to enter into a lease/purchase agreement for the purpose of lease/purchasing a replacement for the sewer system vector truck” for the Exeter Sewer Department, and to raise and appropriate the sum of seventy-seven thousand nine hundred and fifty one dollars (\$77,951), which represents the first of 5 annual payments (a total of \$424,831), for that purpose. The lease/purchase will be paid for by sewer fees.

(Majority vote required)

_____ by the Board of Selectmen

Article 12 – Supplemental Paving

To see if the Town will raise and appropriate the sum of two-hundred fifty thousand and zero dollars (\$250,000) for the purpose of paving town roads.

(Majority vote required)

_____ by the Board of Selectmen

Article 13 – Linden Street – Court Street Culverts

To see if the Town will vote to authorize the sum of one-hundred and fifty thousand and zero dollars (\$150,000) for the purpose of designing necessary improvements to defective culverts located under Court Street and under Linden Street.

Article 14 – Human Service Agencies

To see if the Town will vote to raise and appropriate, through special warrant article, the sum of one-hundred three thousand and three hundred ninety-five dollars (\$103,395), for the support of various human service agencies that will serve Exeter residents in 2013:

Agency	Amount
A Safe Place	\$5,500
Area Home Care	\$13,000
Big Brother/Big Sister	\$9,000
Child and Family Services	\$11,000
Crossroads House	\$3,500
Families First	\$3,000
Great Bay Kids	\$2,495
Meals on Wheels – Food	\$7,800
New Generation Shelter	\$2,000
New Outlook Teen Center	\$2,700
NHSPCA	\$1,400
Richie McFarland Center	\$6,300
Rockingham Community Action	\$11,000
RSVP Friends Program	\$2,200
Seacare Health Services	\$5,000
Seacoast Family Promise	\$1,000
Seacoast Mental Health	\$8,500
Seacoast VNA	\$5,000
Sexual Assault Support Services (SASS)	\$3,000
Total	\$103,395

(Majority vote required)

_____ by the Board of Selectmen

Article 15 – Raynes Property Barn Roof Replacement

To see if the Town will raise and appropriate the sum of thirty thousand and zero dollars (\$30,000) for the purpose of replacing the roof on the Raynes Barn located at ____ Newfields Road. The current roof was constructed in 1991.

(Majority vote required)

_____ by the Board of Selectmen

Article 16

To see if the Town will vote to raise and appropriate, through special warrant article, the sum of eleven thousand seven hundred and zero dollars (\$11,700), for the supplemental support of the following human service agencies that will serve Exeter residents in 2013:

Agency	Amount
Child and Family Services	\$1,000
Meals on Wheels – Food	\$800
Richie McFarland Center	\$9,900
 Total	 \$11,700

(Majority vote required)

_____ by the Board of Selectmen

Article 17

(Placeholder St. Vincent De Paul)

Article 18

(Placeholder 375th anniversary appropriation)

Article 19

(Placeholder blind exemption)

Article 20 – Petition Article – Womenage Funding (\$2,000)

To transact any other business which may legally come before this meeting.

Given under our hands and seal this _____th day of January, 2013.

DRAFT December 10, 2012

Matt Quandt, Chairman

Don Clement, Vice-Chairman

Daniel W. Chartrand, Clerk

Julie Gilman

Frank Ferraro

We certify that on the _____st of January, 2013, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder's Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 30 Linden Street, and the Town Clerk's Office, 10 Front Street.

Given under our hands and seals this _____st day of January, 2013.

Matt Quandt, Chairman

Don Clement, Vice-Chairman

Daniel W. Chartrand, Clerk

Julie Gilman

Frank Ferraro

Memo

To: Russell Dean, Town Manager

From: Brian Comeau, Fire Chief 

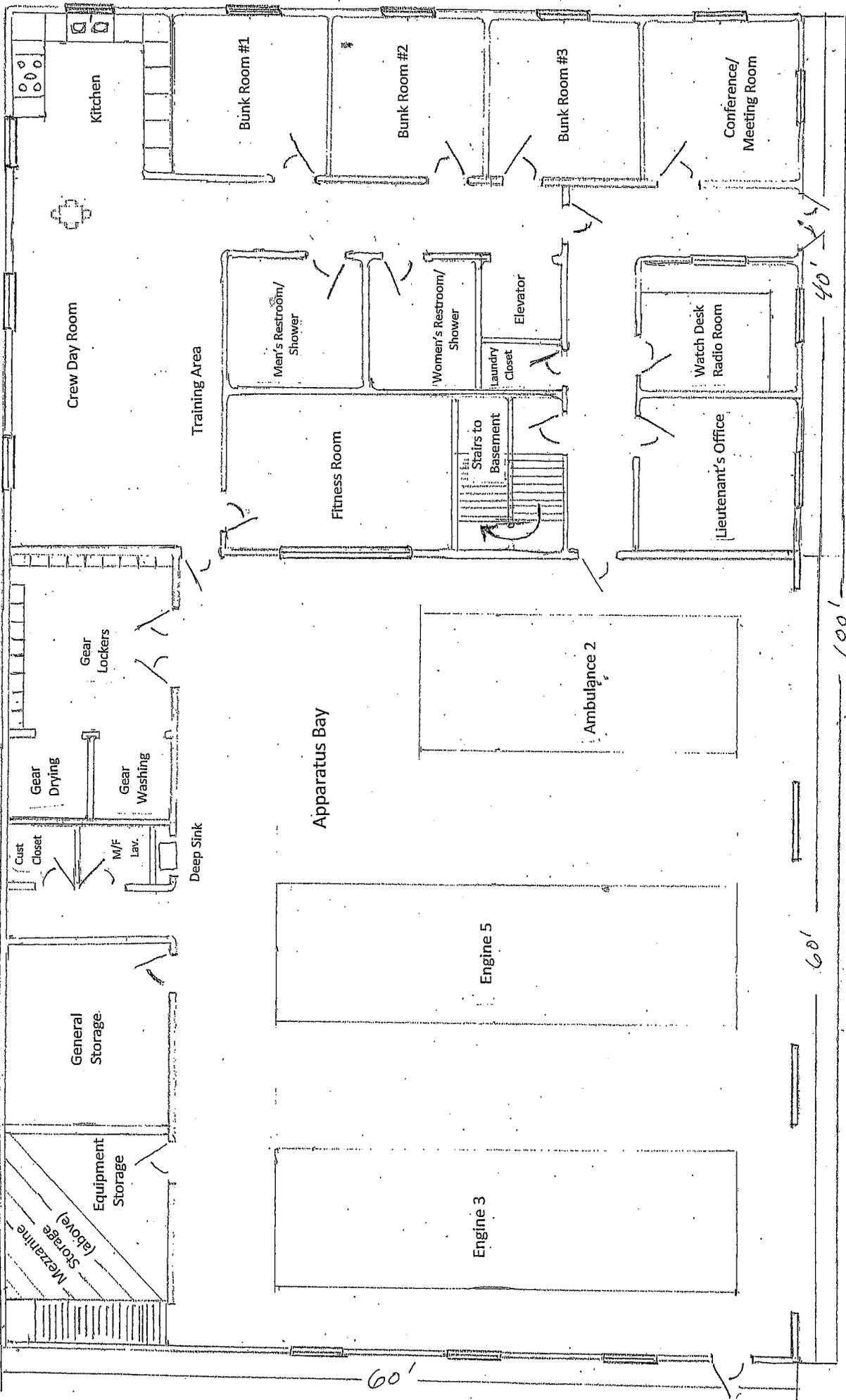
CC:

Date: 12/14/2012

Re: Station 2 PowerPoint

The station design slide in the departments PowerPoint presentation was taken from the internet and is not the exact building.

Assistant Chief Wilking has done a concept drawing that shows some ideas that we would like to see in a second station such as three bays and so on. I will attach that also.

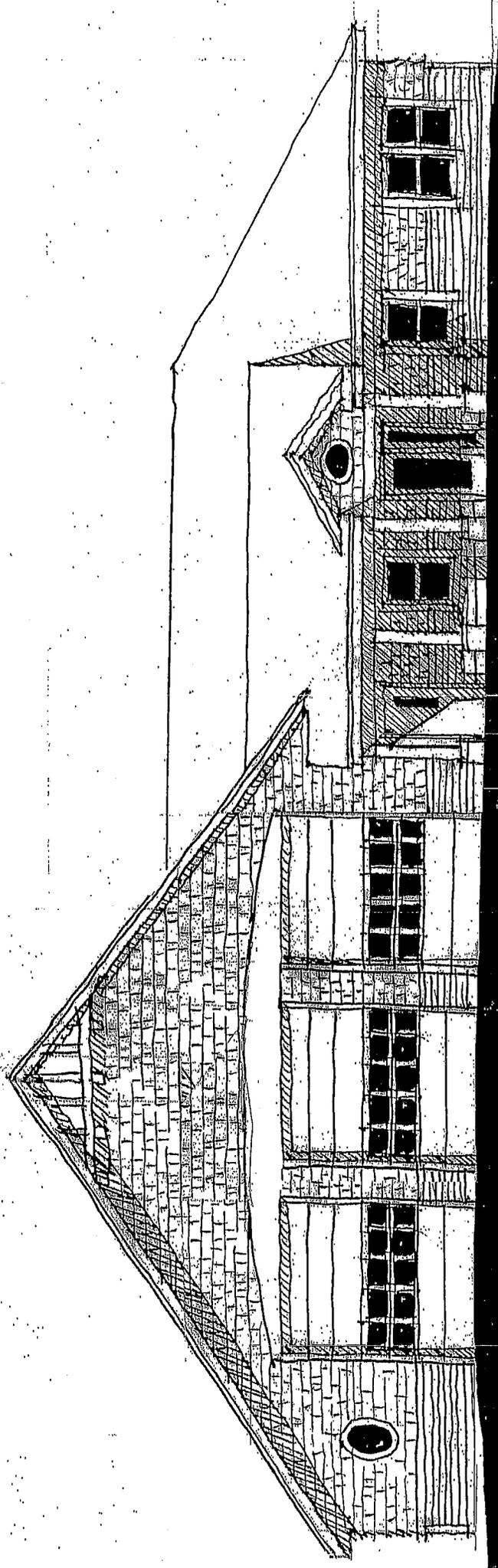


60'

60'

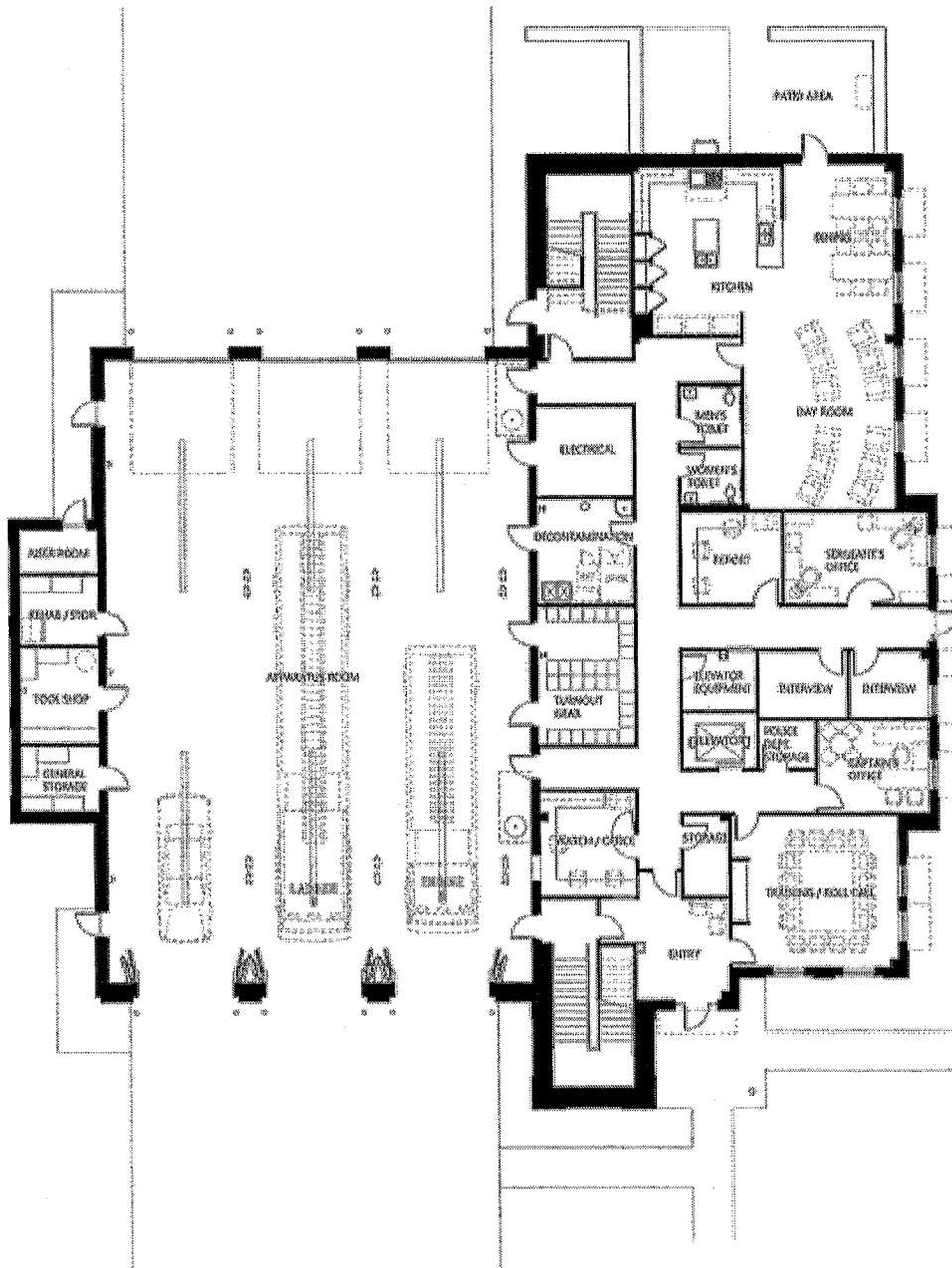
100'

40'



ELEVATION.

CONCEPTUAL PLAN • FIRE SUBSTATION
EXETER, NH



COUNTER REPLACEMENT

- We have had the Local Government Center and Primex come to assess the current work stations with poor results both times.
- Estimate for work stations range from \$5,800 to \$7,700.
- Estimate for reconfiguring the windows \$3,500 to \$5,000
- Estimate for work stations from WB Mason does not include:
 - the combination of options available
 - adjustments of work stations to be functional
- Savings from purchasing office furniture at a reduced rate
 - will allow us to arrange the current windows to configure to the work stations.
- The windows need to be adjusted to fit the work stations to be functional for the customer as well as the clerks.
 - current configuration lacks privacy
 - conducting multiple transactions is difficult when all windows are active because clerks cannot hear the customer and vice versa.
- Waiting another year will only cause more workman comp issues
 - minimal useable workspace
 - awkward seating positions
 - awkward bending because of no storage space
- Constantly getting out of chair to wait on customers at the third window (transfer station stickers and dump stickers)
- Cannot process any transactions at the third window:
 - No Motor vehicles
 - No Vital records
 - N Dog registrations
 - All transactions concerning money have to be done at the current clerks stations
 - No place to sit
 - No workspace
 - No storage
 - No place for equipment
- When processing the corporations with fleet vehicles we usually have to close a window (we have 81 corporations and usually involve more than 15 vehicles. 8 min p/transaction equals 120 min or 2 hrs.)
- All Eregs and Edogs must be processed through one of the current windows.
 - Clerks cannot process Eregs/Edogs if they are waiting on a customer.
 - Since Jan 1, 2012, 1,800 Edogs/Eregs 240 work days = 7.5 transactions p/day x 8 min p/transaction = 1 lost hour at one work station p/day processing just Ereg/Edogs.
 - Eliminating funding for funding for postage to send our MV notices will increase the Ereg time
 - More time will be lost to customers processing anything other than a MV

- Project may require closing the office for at least one day, maybe two. During those days my staff and I will work on the back room.
 - Reorganizing books
 - Restoring current vital records by putting current pages in a protective sheet (about 25 books)
 - Important files need to be stored in Archival boxes (which we have)
 - Reorganizing older files into metal file cabinets
 - Moving shelving units
- Its better to have enough money in the budget to cover the project and come in under budget than not to have budgeted enough money to start with.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Russell Dean, Town Manager 
RE: FY13 Water Sewer Rates
DATE: December 14, 2012

The water and sewer advisory committee met on December 12th, 2012 and discussed potential rate adjustments based on the proposed 2013 budgets for both water and sewer. After deliberation, the committee is recommending no rate adjustments be made to water and sewer funds for 2013.

In order to implement this scenario, the sewer fund balance will decrease in 2013 by \$312,000.

The water fund is expected to remain stable, that is, generating enough in revenues to cover the proposed 2013 budget at current rates.

These recommendations were made after a review of the "rolling unassigned fund balances" in each fund. Replays are available on town hall streams for a full discussion of the rate recommendations.

Town of Exeter
Forecast Summary Report - Water and Sewer Funds - DRAFT UNAUDITED
For the Year 2012

Water Fund	Actual										Forecast	
	1/31	2/29	3/31	4/30	5/31	6/30	7/31	8/31	9/30	10/31	11/30	12/31
Billed Revenue YTD	141,769	356,550	525,417	661,470	888,592	1,059,750	1,221,505	1,519,267	1,723,682	1,883,360	2,146,850	2,304,228
Corrective Billing Credit (YTD)	-	-	(93,702)	(172,285)	(304,765)	(304,765)	(304,765)	(304,765)	(304,765)	(304,765)	(304,765)	(304,765)
Other Revenue	(13,151)	(7,923)	426	7,148	5,012	19,936	27,718	33,879	45,566	51,798	51,798	51,798
Total Collected Revenue YTD	128,618	348,627	432,141	496,333	588,839	774,921	944,459	1,248,381	1,464,482	1,630,393	1,893,883	2,051,261
Expended/Encumbered YTD	141,198	323,902	529,855	681,933	769,983	994,515	1,293,383	1,726,553	1,870,740	2,013,691	2,207,484	2,325,515
Revenue Surplus/(Deficit)	(12,580)	24,725	(97,715)	(155,600)	(181,145)	(219,594)	(348,924)	(478,172)	(406,258)	(383,298)	(313,601)	(274,254)

Sewer Fund	Actual										Forecast	
	1/31	2/29	3/31	4/30	5/31	6/30	7/31	8/31	9/30	10/31	11/30	12/31
Billed Revenue YTD	123,919	316,252	478,977	593,063	787,131	958,682	1,093,357	1,327,366	1,526,906	1,644,454	1,859,214	2,012,562
Corrective Billing Credit (YTD)	-	-	(102,130)	(176,433)	(303,196)	(303,196)	(303,196)	(303,196)	(303,196)	(303,196)	(303,196)	(303,196)
Other Revenue	12,848	14,023	16,637	23,170	16,114	25,541	29,370	33,308	50,780	78,965	78,965	78,965
Total Collected Revenue YTD	136,767	330,275	393,484	439,800	500,049	681,027	819,531	1,057,478	1,274,490	1,420,223	1,628,983	1,788,331
Expended/Encumbered YTD	144,394	221,457	389,319	488,336	576,900	793,184	1,101,925	1,256,360	1,410,794	1,522,741	1,677,176	1,853,217
Revenue Surplus/(Deficit)	(7,627)	108,818	4,165	(48,536)	(76,852)	(112,157)	(282,393)	(198,882)	(136,305)	(102,518)	(48,192)	(64,886)

Notes:

Bills are sent monthly on last day of each month.
Other revenue includes impact fees, final billing, abatements, refunds, etc.
Encumbered funds represent a planned or obligated expenditure. Once the encumbered expenditure open item is placed in the ledger, the amount required to fund the item is set aside and is accounted for as an obligation.
Total YTD Collected revenue includes outstanding receivables of \$(241,251) for Water and \$(233,882) for Sewer

**Town of Exeter
Unaudited Unassigned Fund Balance Report
As of 10/31/12**

DRAFT

<u>Water Fund</u>	<u>Amount</u>
Beginning Unassigned Water Fund Balance 1/1/12	<u>1,098,192</u>
Revenues through 10/31/12	1,630,393
Expenses through 10/31/12	<u>(1,981,438)</u>
Net Income / (Loss)	<u>(351,045)</u>
Ending Unassigned Water Fund Balance 10/31/12	<u>747,147</u>

<u>Sewer Fund</u>	<u>Amount</u>
Beginning Unassigned Sewer Fund Balance 1/1/12	<u>1,517,528</u>
Revenues through 10/31/12	1,420,227
Expenses through 10/31/12	<u>(1,478,359)</u>
Net Income / (Loss)	<u>(58,132)</u>
Ending Unassigned Sewer Fund Balance 10/31/12	<u>1,459,396</u>

Notes :

Above does not include outstanding receivables or deferred revenues

Water and Sewer Revenues are shown net of credits that were issued to ratepayers in the amounts of \$ 325K and \$ 334K; respectively.

Above balances do not represent GAAP balances.

Town of Exeter
 Water/Sewer Billing Aged Receivables
 Year to Date 2012

	Current	30-60	61-90	Over 90	Balance
As of 10/31/12	413,772 72%	99 0%	21,027 4%	141,114 24%	576,011 100%
As of 9/30/2012	200,527 55%	31,361 9%	0 0%	133,897 37%	365,785 100%
As of 8/31/2012	558,273 72%	56,725 7%	16,366 2%	147,978 19%	779,342 100%
As of 7/31/2012	355,040 66%	24,047 4%	7,317 1%	149,897 28%	536,301 100%
As of 6/30/2012	364,699 63%	188 0%	20,028 3%	193,240 33%	578,156 100%
As of 5/31/2012	162,900 40%	25,386 6%	38,440 9%	184,465 45%	411,191 100%
As of 4/30/2012	145,070 33%	49,572 11%	21,294 5%	229,165 51%	445,100 100%
As of 3/31/2012	212,597 40%	31,508 6%	31,346 6%	258,069 48%	533,520 100%
As of 2/29/2012	501,075 61%	- 0%	49,576 6%	275,465 33%	826,116 100%
As of 1/31/2012	357,080 50%	64,267 9%	23,893 3%	270,923 38%	716,163 100%

Memo

Date: November 9, 2012

To: Russell Dean; Doreen Ravell; Linda Fecteau

From: Michael Jeffers *mj*

RE: 47 Portsmouth Avenue water & sewer bill (Abatement Request 11/7/12)

We received an abatement request in November 2012, in reference to 47 Portsmouth Avenue for high water and sewer usage on the water and sewer bill. The Town of Exeter did not perform a leak check at this time. On November 7, 2012, DPW received an abatement request. To grant abatement, the problem of excessive usage requires not only identifying the problem but also the documented correction of the problem. Selectmen's Policy 08-30 Line #1 partially states "In order to qualify for abatement, a customer's excess consumption must exceed the greater of 100% or 35,000 gallons above their normal average consumption. The customer must also prove that the deficiency responsible for leakage has been repaired or corrected", which the customer does provide and meet. But DPW does not recommend abatement due to Selectmen's Policy 08-30 line number #4

Selectmen's Policy 08-30 states that in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as the failure to maintain internal (private) plumbing fixtures in good repair and/or protect plumbing from freezing, the customer shall be held responsible for the entire bill.

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Richard Harmon Today's Date: 11/9/12
 Mailing Address: 95 High Street Account Number: 000121238800
Exeter, NH 03833 Route Number: _____
 Service/Property Address: 47 Portsmouth Avenue Phone Number: 603-778-0231

Utility Abatement Requested for: Water Sewer Water & Sewer
 Date of Bill: 8/7/12 Billing Period from 5/7/12 to 8/7/12 Amount of Bill: \$ 1,185.63

Owner's reason for the abatement request (Please be as specific as possible): malfunctioning toilet valve; discovered by plumber; has an invoice from plumber who installed a new flush valve in an apartment; verified no leaking anymore

Signature of Applicant _____

Date _____

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 11/9/12
 Comments: DPW does not recommend abatement based on Board of Selectmen's Polley 08-30 Line #4; DPW technicians did not perform leak check, have a modern Neptune meter that was installed in 2008; the next step would be to test the Neptune meter and install a new meter; Please note that tested older meters typically read lower than actual usage, a new more accurately records usage meaning water bills increase slightly

Dept. of Public Works Recommendation: Disapprove Approve

W/S Advisory Committee Recommendation: Disapprove Approve

Board of Selectmen Recommendation: Disapprove Approve

Abatement Amount: \$ _____

New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____

MEMO

Date: November 27, 2012

To: Russell Dean

From: Matthew Berube

RE: Project manual, Chemical Purchase for the Town of Exeter--2013

cc: Jennifer Perry, Michael Jeffers, Scott Butler, Paul Roy, Grace Rogers, Sheri Riffle

Attached, please find a copy of the manual that was sent to the following vendors for chemical bidding. The favor of return is requested by 4 PM on December 17th, 2012.

Borden & Remington
PO Box 2573
Fall River, MA 02722

Univar USA, Inc.
175 Terminal Road
Providence, RI 02905

Holland Co., Inc
153 Howland Ave
Adams, MA 01220

Harcross Chemical, Inc.
8 Capitol St
Nashua, NH 03063

CalciQuest, Inc.
181 Woodlawn Ave
Belmont, NC 28012

Coyne Chemical
3015 State Rd
Croydon, PA 19021

GAC Chemical Corporation
P.O. Box 436
Kidder Point Road
Searsport, ME 04974

Tilley Chemical Co., Inc.
501 Chesapeake Park Plaza
Baltimore, MD 21220

Monson Companies
One Runway Rd
South Portland, ME 04116

Basic Chemical Solutions, LLC
5 Steel Road East
Morrisville, PA 19067

JCI Jones Chemicals, Inc.
PO Box 1089
40 Railroad Ave
Merrimack, NH 03054

CarbonChem Inc.
326 West Lancaster Ave
Ardmore, PA 19003

PVS Chemical Solutions
10900 Harper Avenue
Detroit, MI 48213

Pristine Water Solutions
1570 Lakeside Drive
Waukegan, IL 60085

Meadwest Vaco
Attn: Clara Arbogast
PO Box 140
Covington, VA 24426

Astro Chemical
126 Memorial Drive
Springfield, MA 02722

EXETER AREA CHAMBER OF COMMERCE
ECONOMIC DEVELOPMENT COMMITTEE
24 FRONT STREET
EXETER, NH 03833

December 13, 2012

Board of Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

Board of Selectmen
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885

Dear Honorable Members of the Boards of Selectmen of Exeter and Stratham, New Hampshire,

The recent release of the updated final report of the Exeter/Stratham Intermunicipal Water and Sewer Systems Evaluation prepared by experienced and knowledgeable consultants working under the auspices of the Rockingham Planning Commission ("RPC"), with funding contributed by both Exeter and Stratham, validates the foresight of the leadership of each community (at the suggestion of their respective staffs) in exploring the potential benefits of mutual collaboration in providing upgraded and yet, less costly, municipal services that would benefit each community's economic development efforts, with the resultant lowering of the residential tax burden.

The Exeter Chamber through its Economic Development Committee has encouraged this initiative to fully evaluate the benefits of a regional approach to municipal services essential to attract high quality and sustainable economic development to each community.

The Committee has had an opportunity to review the final report which has been significantly improved in its scope and value by the consultant's consideration of the public comments received, as well as the input from each Community's professional staff and citizen volunteers. From the economic modeling detailed in the final report, it appears that there is a potential for substantial savings (upwards of a combined \$33 million over 20 years) that are achievable through the recommended collaborative regional approach, where instead of building costly duplicative infrastructure, Stratham would invest in, and help to upgrade, Exeter's existing facilities. The final report presents a clear and compelling economic case for both communities to continue with the hard, but high reward,

work of resolving the identified issues presented, so as to implement the options suggested in the report to transform the respective substantial expenditures they each face, into a less expensive, more comprehensive and environmentally sound approach to providing these essential services.

We encourage each Board to continue with this process to carefully identify its Town's long term interests and to move forward utilizing the "honest broker" services of the RPC and additional independent consultants skilled in the financial and legal options available so as to protect and recognize each Community's interests in any proposed collaborative effort. As recommended in the final report, potential opportunities for funding of design and construction that are available, if pursued on a cooperative regional basis, should be fully explored as well. Additionally, the commitment each Board and each Town's staff have made to an open and transparent process, executed with the able assistance of the RPC, bodes well for a public process and final outcome that will be embraced by each Town's citizens.

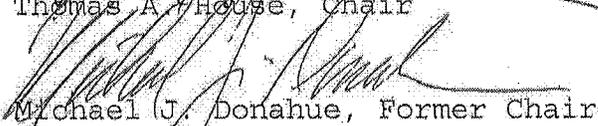
From what we've seen to date, Exeter and Stratham have the potential to set a state wide standard for a regional solution to effectively balance the needs of resource planning and protection, economic development, capital expenditure for infrastructure and reduced operating costs to benefit the taxpayers. We look forward to being of assistance to the leadership and staff of each community as they proceed to the next step of considering the financial share and political issues that will need to be thoroughly addressed for regionalization to realize its full benefits for each Community.

Respectfully submitted,

Exeter Area Chamber of Commerce
Economic Development Committee



Thomas A. House, Chair



Michael J. Donahue, Former Chair

cc: Michael Schidlovsky, President
Russell Dean, Town Manager
Paul Deschainé, Town Administrator