

Board of Selectmen Meeting
Monday, December 2nd, 2013, 6:50 p.m.
Nowak Room
10 Front Street, Exeter, NH

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

1. Call Meeting to Order
2. Board Interviews – Water & Sewer Advisory Committee (Wheelwright Room, 6:50 p.m.)
3. Public Comment
4. Minutes & Proclamations
 - a. Regular Meetings: November 18th, 2013
5. Appointments
6. Discussion/Action Items
 - a. New Business
 - i. Great Dam Discussion
 - ii. FY14 Budget and Warrant Articles
 - iii. 2014 Draft Town Warrant
 - iv. Exeter Historical Society Lease – 47 Front Street
 - b. Old Business-
 - i. Fogge Rollins Cemetery Update
7. Regular Business
 - a. Bid Openings/Surplus Declarations
 - b. Tax, Water/Sewer Abatements & Exemptions
 - c. Permits & Approvals
 - d. Town Manager's Report
 - e. Legislative Update
 - f. Selectmen's Committee Reports
 - g. Correspondence
8. Review Board Calendar
9. Non Public Session
10. Adjournment

Don Clement, Chairman
Board of Selectmen

Posted: 11/29/13 Town Offices, Town Hall, Website, 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.

Meeting agenda is subject to change.

Draft Minutes

Exeter Board of Selectmen

November 18, 2013

1. Call Meeting to Order

Chairman Don Clement called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chairman Dan Chartrand, Selectman Frank Ferraro, Selectwoman Julie Gilman, and Selectman Matt Quandt. Town Manager Russell Dean was also present.

2. Public Comment

Brian Griset said he was hoping to get the legal issue related to the Great Dam moved up in the agenda. He talked about the issue on whether to apply for the grant. He said he spoke with the NOAA rep and he said Exeter does qualify for the 75% grant but January 31 is the deadline to apply. He said it is up to the BOS to decide whether or not to move forward. Chairman Clement said that because the meeting about the Great Dam was with counsel, they are not at liberty to discuss the happenings of the meeting in public.

Mr. Griset had a petition signed by 170 residents who would like to take steps soon. Chairman Clement said he was going to talk to the Board and see about getting this on the schedule.

Selectwoman Gilman talked about the grant, saying the application is for a particular project. She said they still need to work out the engineering and design before they can apply. She also added that the town has to arrange the 25% of the cost that they would be responsible for before they can apply. Chairman Clement talked about a warrant for the 25% and said this is a discussion for the next BOS meeting. Selectman Ferraro said he has been getting emails from residents asking to apply for the grant, but they have not decided on an alternative yet. The Board decided it would be best to talk about this at the next BOS meeting.

Eric Waleryszak, an Exeter resident, asked if they decide to go with the grant were they all set with the project. Chairman Clement said they would not know the results of the grant application immediately.

Lenny Willis spoke, saying he was there for a water/sewer bill dispute. He went to Water/Sewer Committee and they said to go to BOS on this night. Mr. Dean said he was in the right place but the Board had no info on this. Chairman Clement said nobody told the Board he was going to be there. Mr. Dean said they would look into it and see where it is on the pipeline.

3. Minutes & Proclamations

a. Regular Meeting: November 4, 2013

Vice Chair Chartrand had some amendments. The first was on Page 4, Paragraph 2, changing the sentence "...solely on consulting and moving soil" to "...solely on consulting and removing soil." A Motion was made by Vice Chair Chartrand and seconded by Selectman Ferraro to make this change. Motion carried – all in favor.

Selectman Quandt had an amendment to Page 8, Paragraph 1 under **8. Non Public Session**, changing the first sentence to "...into a non-public session under RSA 91-A for the reputation which is Section C for the...". A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to make this change. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Gilman to accept the minutes of the November 4, 2013 BOS meeting as amended. Motion carried – all in favor.

No proclamations.

4. Appointments

Vice Chair Chartrand advised the Board that Chairman Clement has been standing in for him at the Rockingham Planning Commission meetings. A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to appoint Chairman Clement as the BOS representative to the Rockingham Planning Commission in replace of himself. Motion carried – all in favor.

5. Discussion/Action Items

a. New Business

I. Greater Downtown TIF Update

Vice Chair Chartrand talked about the TIF plan which is in the packet. He said the EDC was asked to come up with a Tax Increment Finance District. He talked about the document being in draft form but it is going toward its final form. They need to update the tax rate that is shown in the document. The district has been recommended by the EDC but they are waiting for BOS input before it is finalized. They need to talk to the schools and county because this involves them. They have been working with Mr. Jutton on the TIF.

Selectman Ferraro said when they went through the River Study Committee review process and they had a final draft report they released when they had a public meeting. They took what comments the public had and put them in a new report. He asked if that is what is happening with this TIF plan. Vice Chair Chartrand said all of the meetings have been public.

Chairman Clement asked if by December 10 the EDC could make a recommendation for this in final form then bring that back to the BOS. Vice Chair Chartrand said that is their hope. Chairman Clement said if this form is on the website the public could look at it and give their input. Mr. Dean said it is already on the website. Chairman Clement asked to make it easily accessible and have printed copies in the town office. Mr. Dean said he could do that.

Mr. Dean said this plan is modeled to fulfill requirements from the RSA. He has passed out proposed boundaries for proposed TIF districts. He went over them and explained the districts. Chairman Clement asked to get the map on the website. Mr. Dean said it is on there in color.

Don Jutton, with Municipal Resources Inc., introduced himself. Selectman Ferraro asked if the improvements mentioned on Page 7 were the same as on Page 3. Mr. Jutton said yes, it talks about sidewalks and signage. Selectman Ferraro asked Mr. Jutton how he came up with the monetary value numbers, asking what he model he has to get these numbers. Mr. Jutton said it is theoretical, it is based on the presumption the area will be improved. He went on to say the TIF district is a statement of philosophy. He said it is all speculation until there is a developer.

Chairman Clement opened the floor for public comments. Brian Griset thinks it is important for voters to see the scope this plan will encompass. He thinks before it goes to voters the whole project and scope should be laid out and he encouraged the numbers to be flushed out. Mr. Jutton said any numbers plugged in are meaningless until there is a project to discuss. He said this happens whether the TIF is there or not. He said TIF gives you leverage when dealing with a developer. He went on to say it is a negotiations tool essentially. It is a statement of philosophy and a statement of commitment. It provides a mechanism to go into a negotiation. He gave examples of communities that have a TIF.

Vice Chair Chartrand summed up the discussion, saying there is an EDC meeting December 10 and they will push forward to the BOS with recommendations to include two warrants. He said they are looking for all public comments because next time this is talked about it will be in final form. Selectman Quandt said he would like to see a number for financing summary. Vice Chair Chartrand said they don't have a number, they are just setting up a mechanism.

II. Discussion: Sidewalk Capital Reserve Fund

Mr. Dean said that through the budget process they have been discussing the concept of a sidewalk capital reserve fund. He said they haven't been making investments in the sidewalks for quite some time. DPW recommended \$120,000/year be budgeted for sidewalk improvements. The discussion at the budget meeting turned into how the sidewalk money should be allocated; whether it be a budget item or go into a savings account. Budget Rec. Com. is looking at \$80,000 to be put into the capital reserves fund. He said \$80,000 does get very much for sidewalk improvements.

Selectman Quandt asked about the grant program for school sidewalks. Mr. Dean said it is called "Safe Routes to School" and it is administered by the DOT. It is a match program.

Chairman Clement said one benefit to having a capital reserves fund is there is a commitment to do the maintenance/repairs.

Selectman Ferraro said doing something like this is long overdue. He said they should make it an initiative to repair downtown sidewalks now and not wait until whether or not TIF passes. He would like to see targeting some funds for downtown sidewalk repairs.

Chairman Clement said the BOS has recognized that they need to make a significant improvement in the sidewalks. He asked if the Board felt comfortable with this capital reserve fund. Selectman Quandt said he is comfortable with the capital reserve fund as long as they keep up with it. Selectman Ferraro said he is supportive but doesn't think it should be talked about until they are ready to put up some money to do the repairs. Vice Chair Chartrand said he is in favor of the capital reserve fund. Chairman Clement said he will have Mr. Dean move forward with making this a warrant article. He asked if there have to be multiple warrant articles. Selectwoman Gilman said there has to be two, one for establishing the fund and another for putting money in it. Mr. Dean asked for any suggestions on the language in the warrants. Selectman Ferraro asked if they need to put in curbing and draining. Chairman Clement said he wasn't sure, but they don't want language in there that will limit them.

Gerry Hamel spoke, talking about prior years budgets for sidewalks. He said the sidewalks are in bad shape and he hopes they put something in the budget for repairs.

Selectman Ferraro suggested having DPW make an estimate so they have the info. Chairman Clement asked what info he was referencing, saying he wasn't sure they could ask DPW to come up with an estimate in this short of time. Mr. Dean said they can ask and see if they can provide anything.

III. FY14 Budget Updates/Discussion

Chairman Clement said they are in the middle of budget season. The Budget Rec Com is close to submitting their final budget to the BOS. Mr. Dean said the Budget Rec Com was going into their 11/19 meeting with a proposed budget of \$17,357,899 and \$17,597,494

with warrant articles included. He said the year over year increase in appropriations is 2.6%. There is a 4.4% differential in the budget. He talked about the two big expenses for this year; the 53rd payroll week which is \$150,000 and the \$135,000 related to retirement costs downshifted by the state to the town.

Chairman Clement said they always look to get the default budget every year. He asked if the default budget was accurate. Mr. Dean said he does not expect much of a change.

Chairman Clement said the percentages and numbers wouldn't change much. He asked if the Board felt comfortable with the budget. The Board suggested talking about it when they get final numbers.

IV. Cell Tower Lease – Simpson Property

Mr. Dean said a month prior they were approached by a company interested in putting a cell tower on the Simpson property. They are in the process of having a proposed ground lease. He wanted to get this the BOS now in case they have any comments. He said they do have Public Safety and Public Works engaged. He talked about space being reserved on the tower for Exeter. Chairman Clement asked if they have lease agreements with any other cell towers. Mr. Dean said there is a company that is on the water tank and that's as close as the town comes to having one. Selectman Quandt asked if this is subject to abutters. Mr. Dean said yes, they would have hearings. He was wondering if the BOS is interested in the lease.

Brian Orlandi was there to represent Varsity Wireless. He talked about the style of the tower, saying it will be a monopole style. He said it is the most flexible and can hold up to five carriers plus the town's public safety equipment. Chairman Clement asked what the elevation of the tower is. Mr. Orlandi said it is 180 feet. Chairman Clement asked if he has done cell towers in other locations. Mr. Orlandi said yes. He said they are newly formed company but have entered into agreements in other areas. They are developing.

Selectman Ferraro asked if Varsity Wireless owns all the hardware and lease services to other wireless providers. Mr. Orlandi said yes.

Chairman Clement asked if there is a property tax associated with a cell tower. Selectman Quandt said the minimum in the lease has to be the value of the equipment.

The Board's general consensus was to go forward with the tower. Chairman Clement asked what the next step would be. Mr. Dean said he would talk to the Town Planner about that. He said they Planning Board would have to review it as well.

b. Old Business

i. High Street Speed Limit 2nd Reading

A Motion was made by Selectman Quandt and seconded by Selectwoman Gilman to open a public hearing for the High Street Speed Limit. Motion carried – all in favor.

Jason Proulx, a High Street resident, spoke about the issue. He wanted to tell the Board that he did some research and found on the Federal Highway website a free tool in determining the speed limit on roadways without having to hire an engineer. He asked the Board to forward this info to DPW or Chief Kane and asked for the discussion to be tabled until they have looked at it. Selectman Quandt said he appreciated Mr. Proulx's suggestion and said Jay Perkins would like this program. Mr. Dean said he would like to look at it as well.

Chairman Clement asked Mr. Proulx to forward the info to Mr. Dean. He said the device Chief Kane ordered hasn't come in yet and he would like to see the results of the device too before the 3rd reading.

A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to close the public hearing. Motion carried – all in favor.

6. Regular Business

a. Bid Openings/Surplus Declarations

None.

b. Tax, Water/Sewer Abatements & Exemptions

None.

c. Permits and Approvals

Mr. Dean said there is an application request for use of the Town Hall by the Exeter Art and Music Alliance for a pop up show on December 6, 2013 from 5-9pm. A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to accept this application. Motion carried – all in favor.

There is an application request for use of the Town Hall by the Exeter Lions Club for a Movies for Children event on December 7, 2013 from 12:30-3:30. A Motion was made by Vice Chair Chartrand and seconded by Selectman Ferraro to accept this application. Motion carried – all in favor.

Mr. Dean said there is a sign permit application from the Rotary Club to advertise their auction on December 9 from 6-9pm. They asked permission to put 36 signs around. A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to approve this application. Motion carried – all in favor. Selectman Ferraro wanted to thank the rotary for asking permission to do this.

Chairman Clement talked about Employee and Volunteer Appreciation Drop-In on December 11. He said this is a good event and it looking for approval. A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to expend up to \$900 from the Board of Selectmen special expense budget for this event. Motion carried – all in favor.

d. Town Manager's Report

Mr. Dean talked about the following:

- The meetings between Exeter and Stratham continue on the water/sewer project. They have been going well. They are talking about procedure.
- They are working to get tax bills out. The rate has been set for 11 days now. They use a vendor in South Carolina for the tax bills but are looking for one more local. Tax payers should expect to see them soon. He said they have 30 days from the time of bill issuance to make their payments.
- He met with reps from the hospital on signage. The detour seems to be working good. There has been increased police presence. Things are running smoothly.
- The town offices will be closed on Thanksgiving Day and the day after.

e. Legislative Update

None.

f. Selectmen's Committee Reports

Selectman Ferraro reported the Planning Board met and approved a proposal for the development next to McDonald's. Safety Committee met and work is ongoing on trying to get the fire evacuation plans for the town buildings.

Vice Chairman Chartrand reported the following meetings: TIF subcommittee, Budget Committee, EDC, and Water/Sewer Finance Group.

Selectwoman Gilman said she participated in the train station fall clean-up. She thanked those who organized.

Selectman Quandt had nothing to report.

Chairman Clement reported Budget meetings and Conservation Committee.

j. Correspondence

Chairman Clement talked about the following correspondence:

- A monthly report from Exeter Public Works
- A letter of resignation from David Mirsky. Due to professional and personal commitments, he had to resign from the Zoning Board of Adjustment. A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to accept his resignation with regret. Motion carried – all in favor.
- EXTV monthly report
- An email from Brian Griset regarding 91-A
- A letter from Hans Hug
- A letter from Luc Fillion
- An email from Exeter Farms Homeowners Assoc. about a “high risk” tree.
- A letter from Xfinity

7. Review Board Calendar

Chairman Clement said the next BOS meeting will be December 2, 2013. At that time the Board will discuss the Historic Society lease, have further updates on Exeter/Stratham water/sewer project, budget, dam options, and CIP.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Gilman to adjourn the meeting at 9:02 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack
Recording Secretary

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QUICKLAUNCH

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Theme: Oceans and Coasts

2013 Hurricane Sandy Coastal Resiliency Competitive Grants Program RFP

Proposal Due Date: Friday, January 31, 2014

On behalf of the Department of the Interior, the National Fish and Wildlife Foundation (NFWF) is pleased to announce the Hurricane Sandy Coastal Resiliency Competitive Grant Program which will support projects that reduce communities' vulnerability to the growing risks from coastal storms, sea level rise, flooding, erosion and associated threats through strengthening natural ecosystems that also benefit fish and wildlife.

The Hurricane Sandy Coastal Resiliency Competitive Grants Program will award more than \$100 million in grants throughout the region affected by Hurricane Sandy including Connecticut, Delaware, the District of Columbia, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, Virginia, and West Virginia—the states that officially declared a natural disaster as a result of the storm event. Grants will be awarded to projects that assess, restore, enhance or create wetlands, beaches and other natural systems to help better protect communities and to mitigate the impacts of future storms and naturally occurring events on fish and wildlife species and habitats.

Program implementation is being closely coordinated with several Department of the Interior (DOI) bureaus including the U.S. Fish and Wildlife Service, National Park Service, U.S. Geological Survey, Bureau of Ocean Energy Management and the Bureau of Indian Affairs.

PROGRAM SPONSORS

More than \$100 million in funding is being provided by DOI to support the Competitive Grants Program. These funds are focused on rebuilding, restoring and researching natural defense systems in states that declared a natural disaster as a result of Hurricane Sandy.

In addition, NFWF received \$2.6 million from a court-ordered community service payment out of the District Courts of Delaware and New Jersey. The funds will be used for projects that will help to conserve, preserve, or restore the coastal environment of New Jersey and Delaware, specifically the areas affected by Hurricane Sandy.

FUNDING OPPORTUNITIES

LEVERAGING PROJECTS ON FEDERAL LANDS.

Proposals that complement or leverage projects on federal lands that were funded through Department of the Interior's Sandy Supplemental Mitigation Funds are



RELATED DOCUMENTS

[PDF Version](#)

strongly encouraged. ([Click here for information on that program and funded projects.](#))

Project Planning and Design. Recognizing that more technically complicated restoration and protection projects often require a phase of planning, design and permitting, applicants may request funding up to \$250,000 to support this phase of project development for on-the-ground projects. Such funding may be used to support the preparation of conceptual designs, engineering plans, and detailed project budgets, to facilitate permitting processes, and to support other related tasks to position projects for successful implementation in the future. Projects that receive grants for planning and design may be eligible for funding in future grant cycles, to the extent they occur, to seek funding for project implementation.

While project design grants are not expected to achieve environmental or conservation outputs and outcomes, proposals should demonstrate that the resulting project plan, when implemented, will address program goals related to coastal resiliency and ecosystem enhancements. Proposals should explain how key stakeholders will be involved in the design process and provide assurance that the project implementation phase will be supported by key stakeholders (i.e., local or state regulatory agencies) once planning is completed.

Coastal Resiliency Assessments. DOI will invest in mapping, analysis, assessments, resiliency planning, and natural resource prioritizations that advance our knowledge of the effects of climate change, sea level rise, and storm events on coastal natural ecosystems and communities. The assessments should be designed to inform future management actions, policies and practices that can help natural resource managers and communities mitigate for the impacts of future storms and other naturally occurring events. Applicants should indicate how proposed assessments will complement existing assessments being conducted by DOI bureaus, existing partnerships including Landscape Conservation Cooperatives, and activity by other agencies and organizations. Grant funding of up to \$1 million will be available for projects in this category.

YOUTH AND VETERAN ENGAGEMENT.

Projects that include a significant role for youth and veterans are strongly Encouraged. Participation of youth and veterans may include commitments such as employment opportunities or internships that are designed to educate and provide hands-on experiences that can aid youth and veterans in finding future employment in natural resource conservation, natural and cultural history and related fields. Opportunities to engage youth and veterans in volunteer activities associated with individual projects are also welcomed.

Restoration and Resiliency Projects. Grant requests ranging from \$250,000 to \$5 million will be considered for projects that restore, enhance or create naturally functioning habitats or ecological systems for the benefit of communities and fish and wildlife species. Projects should demonstrate how they protect and enhance resiliency of natural systems and help to mitigate the impacts of future storms and other naturally occurring events on communities, fish and wildlife. Projects should result in measureable and observable improvements to these systems.

Projects can be conducted on Federal, state or local government lands or private lands

where there is a sufficient commitment to the protection of those lands for conservation purposes. However, given the goals of coastal resiliency, projects that consider the larger landscape and involve multiple landowners are encouraged.

Projects should describe the measurable outcomes (i.e. acres of wetlands and marsh created, miles of dunes and beaches replenished, miles of shoreline restored, number of communities integrating resiliency into future land use planning, etc.) anticipated through project implementation and highlight how these outcomes will enhance resiliency for the benefit of communities and fish and wildlife.

Furthermore, projects should support habitat and restoration goals of the Department of the Interior and its bureaus and complement state and local conservation priorities, including State Wildlife Action Plans (SWAPs), which are consistent with the goals of this program.

Finally, applicants should have a track record of project implementation success and the technical capacity to implement projects at a large scale. Applicants should also demonstrate strong partnerships with Federal, state and local agencies, existing regional partnerships such as Landscape Conservation Cooperatives as well as communities, non-profit organizations. Applicants are strongly encouraged to include a voluntary component that allows for citizens, students and others to participate.

Examples of restoration activities that are eligible for funding through this program include, but are not limited to:

- Sub-tidal Habitat
 - Build or restore oyster reefs
 - Replant submerged aquatic vegetation (SAV)
- Beaches and Dunes
 - Restore and enhance beach, bluff and/or dunes
 - Re-vegetate native plant communities
 - Rebuild and stabilize critical nesting islands
 - Install living shorelines
 - Rebuild lower beach habitat
- Wetlands and Marshes
 - Clear large debris and hazardous material from habitats, including wetlands
 - Plant or replant with native vegetation
 - Restore tidal hydrology
 - If appropriate install structures to protect against erosion and habitat loss
- Near-Coastal Freshwater Habitat
 - Assess and repair water control structures and pumps for managed wetlands and freshwater pond areas
 - Rebuild vernal pools and restore freshwater impoundments
 - Repair channels between estuaries and ponds allowing for freshwater return
 - Restore breached dikes
- Coastal Forests
 - Take reasonable measures to prevent against salt water intrusion
 - Plant or replant areas suitable for forest habitat with native species
- Inland Rivers and Streams
 - Riparian buffer restoration and creation
 - Stream restoration
 - Dam removal
 - Culvert replacement, upgrade or repair

- Floodplain reconnection

Green Infrastructure. Projects using green infrastructure techniques and approaches that provide multiple ecosystem benefits and help to provide community resiliency will be considered for funding. These projects may include rebuilding natural systems in communities, such as wetlands, floodplains and forests, or applying green/"nature-based" stormwater management techniques including projects that infiltrate, capture and reuse stormwater to maintain or restore natural hydrology and prevent overflows and flooding. By establishing new or enhancing existing green infrastructure within or nearby communities, the impacts from future storms as well as sea level rise can be mitigated and wildlife and water quality can be enhanced. Grant requests ranging from \$250,000 to \$1 million will be considered.

Community Coastal Resiliency Planning. Projects that assist local governments and community organizations to integrate environmentally-sound solutions into comprehensive planning and zoning and into capital programs for parks, schools, transportation and community redevelopment will be considered for funding. Projects should demonstrate how local governments can integrate green infrastructure restoration, protection and maintenance into existing budgets and planning processes across multiple government departments (e.g., public works, parks and recreation, emergency management, education, transportation). Grant requests ranging from \$100,000 to \$500,000 will be considered and projects that involve multiple communities that are committed to the implementation of these planning exercises are encouraged.

EVALUATION CRITERIA

Proposals will be reviewed, evaluated and scored based on the extent to which they meet the following criteria:

- Environmental and Community Benefits (65 points) –Projects will increase community resiliency, such as reducing vulnerability to the growing risks from coastal storms, sea level rise, flooding, erosion and associated threats by strengthening natural ecosystems that also benefit fish and wildlife. Essentially, the ecological outcomes of any project should provide resiliency benefits for population centers or communities in proximity to the project. For example, projects should:
 - increase the resilience and capacity of ecosystems and infrastructure to withstand impacts of future storms;
 - address consequences of large-scale storms such as ecological and coastal change; flood and/or wind damage to built infrastructure; economic and commercial disruption; disruption of services
 - explain the importance of the project location to creating or enhancing coastal resiliency and why the proposed project or strategy is appropriate for addressing coastal resiliency needs in that location; describe how the project design was informed by sound science and practice; and explain how any risks associated with the project will be mitigated in order to reduce any potential for negative impacts on resiliency.
 - describe how the project benefits are substantial and measureable over a long-period of time, require minimal re-investment or operational costs after project completion, and account for projected changes in environmental stressors (e.g. climate change, sea level rise, land use/urbanization).
 - leverage and amplify benefits of other proposed projects or ongoing resiliency efforts, particularly those that complement recent investments

- made through the DOI Mitigation Fund;
- explain how long will it take for the expected benefits to be realized (i.e., speed to functionality) and have an positive impact on natural systems and communities; and,
- if appropriate, explain how the project will advance innovative technologies and practices that have the potential to drive down the cost and accelerate adoption of resiliency and adaptation strategies.
- Collaboration and Partnerships (10 points) – Stakeholders, communities, and municipalities were actively engaged in the planning process. An appropriate partnership exists to implement the project and the project is supported by a strong local partnership that will sustain it after the life of the grant.
- Work Plan & Logistics (10 points) – Project is technically sound and feasible, and the proposal sets forth a clear, logical and achievable work plan. Project team is well qualified and factors such as risk, permits and approvals, and safety are addressed adequately.
- Budget (10 points) – The budget is cost-effective, in-line with industry standards and is generally reasonable, and leverages other financial contributions.
- Youth and/or Veteran Engagement (5 points) – Project significantly involves youth and/or veterans in the completion of the project. Provides long-term benefits beyond the life of the project to those involved.

GUIDELINES FOR GRANTS

- Projects must be implemented entirely within the states that officially declared a natural disaster as a result of the storm system: Connecticut, Delaware, the District of Columbia, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, Virginia, and West Virginia.
- Projects that are in the planning stage may be funded in phases, where an initial grant phase may support completion of the planning and design stage of a project and a subsequent phase(s) supports on-the-ground implementation.
- Successful applicants will be required to provide sufficient documentation that the project expects to receive or has received all necessary permits and clearances to comply with any Federal, state or local requirements. Where projects involve work in the waters of the United States, NFWF strongly encourages applicants to conduct a permit pre-application meeting with the Army Corps of Engineers prior to submitting their proposal. In some cases, if a permit pre-application meeting has not been completed, NFWF may require successful applicants to complete such a meeting prior to grant award.
- All appropriate, on-the-ground projects should include a monitoring plan and collect and generate data for future use. In these cases, applicants will be asked to develop Quality Assurance Project Plans (QAPPs) as part of their grant. Applicants should budget time and resources to complete this task if appropriate.
- Eligible applicants include: non-profit 501(c) organizations (e.g., watershed organizations, homeowners associations, environmental groups, etc.), local governments and agencies (e.g., counties, townships, cities, boroughs, conservation districts, planning districts, utility districts, etc.), recognized tribes, state government agencies and academic institutions.
- Individuals are not eligible for grants.
- Projects must engage all appropriate local partners to ensure the long-term sustainability of the project, as well as its integration into local programs and policies. In most cases these partners will include: local government agencies (e.g., departments of planning, zoning, public works, environment, school districts, etc.), local watershed groups, and community leaders.
- Projects must be technically sound and feasible and carried out by qualified

individuals and organizations.

- Grantees must contribute non-Federal matching funds and in-kind services valued at a minimum of 25 percent of total project costs. Applicants are encouraged to show federal partner contributions as well, although these contributions may not count toward the minimum match. Match should be calculated as a percentage of the total project costs, where the grant request plus the match equals the total project costs.
- Grantees may only use grant funds for indirect costs if 1) the grantee organization has a federally-approved indirect rate; AND, indirect costs do not exceed 15 percent of the total grant request (even when the federally-approved rate is greater than 15 percent).
- Projects must be ready to begin implementation within six months of the grant award.
- Projects must be completed within 2 years of grant award.
- All applicants with active grants from NFWF must be in good standing in terms of reporting requirements, expenditure of funds, and QAPPs (if required).

Ineligible Uses of Grant Funds

- Neither grant funds nor matching contributions may be used to support political advocacy, lobbying or litigation.
- Grantees may not use grant funds to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation and settlement agreements.

How To apply FOR A GRANT

1. Go to www.nfwf.org/easygrants to register in our Easygrants online system. (If you already are a registered user, use your existing login.) Enter your applicant information.
2. Select the "Apply for Funding" Tab at the top of the screen. Select the "Hurricane Sandy Coastal Resiliency Competitive Grants Program 2013" from the list of options.
3. Follow the instructions in Easygrants to complete your application. Once you get started, you may save your application in progress and return another time to complete and submit it.

The application will be made available in Easygrants no later than November 12, 2013. Proposals are due on January 31st, 2014 and must be submitted through NFWF's online application at www.nfwf.org/easygrants.

IMPORTANT DATES

NFWF will host a series of regional workshops and an information webinar for applicants to review this Request for Proposals and respond to questions. **You must register in order to attend.**

[CLICK HERE TO REGISTER FOR A REGIONAL WORKSHOP](#)

Regional Workshop at Chesapeake Bay Environmental Center

November 18, 2013

10am – 2pm

600 Discovery Lane

Grasonville, MD 21638

Regional Workshop at the University of Rhode Island Bay Campus

November 19, 2013
 10am – 2pm
 Coastal Institute Building Auditorium
 215 S Ferry Road
 Narragansett, RI 02882

Regional Workshop at Monmouth University

December 9, 2013
 10am – 2pm
 Magill Club Rooms 107-109
 400 Cedar Avenue
 West Long Branch, NJ 07764

Regional Workshop at Rockaway Beach

December 10, 2013
 10am – 2pm
 TBD
 Rockaway, NY

[CLICK HERE TO REGISTER FOR A REGIONAL WORKSHOP](#)

Webinar for Applicants

December 17, 2013
 2pm – 4pm
 Online – [Click here to register](#)

Proposals Due January 31, 2014

We anticipate awards will be announced in April 2014

For additional information, please contact Mandy Chesnutt at Mandy.Chesnutt@nfwf.org or Martin McHugh at Martin.McHugh@nfwf.org.

ADDENDUM: PROJECT METRICS

Applicants will be asked to provide information on what is anticipated to be accomplished during the grant period. Applicants will be asked to track progress against these metrics and report on progress at specific project intervals and in a final report. Metrics are divided into seven strategies: “Species Outcome”, “Habitat Restoration”, “Habitat Management”, “Capacity, Outreach, Incentives”, “Species-specific Strategies”, “Planning, Research, Monitoring”, and “Other Outcomes”. Examples of metrics that are able to be collected include:

Strategy	Activity	Metric	Description
Species Outcome	Population	Acres occupied by the species	Enter the acres of oyster reef restored
Habitat	Beach habitat	Miles	Enter the number of miles

Restoration	quality improvements	restored	restored
Habitat Management	BMP implementation for stormwater runoff	Volume of stormwater prevented	Enter the volume (in gallons) of stormwater prevented from entering water body
Capacity, Outreach, Incentives	Economic benefits	Jobs created	Enter the number of jobs created
Capacity, Outreach, Incentives	Outreach/ Education/ Technical Assistance	Number of people reached	Enter the number of people reached by outreach, training, or technical assistance activities
Planning, Research, Monitoring	Management or Governance Planning	Number of plans developed	Enter the number of communities adopting coastal resiliency management plans
Planning, Research, Monitoring	Research	Number of research studies completed	Enter the number of resiliency assessments developed that inform future management decisions

A complete list of metrics is included in the on-line application.

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1133 Fifteenth St., N.W., Suite 1100
 Washington, D.C. 20005
 T 202-857-0166 | F 202-857-0162

**Petition to the Board of Selectmen
Town of Exeter**

We the undersigned hereby request that the Board of Selectmen for the Town of Exeter immediately instruct the Town Administration and the Department of Public Works to prepare and submit a grant applications to all of the identified agencies and foundations for the Dam Removal Alternative. The amount of the Dam Alternative to be costed out to include all known or possible expenses including the Mill complex intake, in the amount of \$1,786,758.

While 50% grant funding was previously identified, the reason for this request is to insure that the Town of Exeter and its taxpayers do not lose \$450,000 in additional Federal Funding and the opportunity to qualify for available grant monies should the Board of Selectmen approve placing this alternative on the Town Warrant for 2014.

Name	Address	Signature
Victoria Haley	28 Washington St	Victoria Haley
William Haley	77 Washington St.	William Haley
NORA ARIEO	2 LA PERLE AVENUE, EXETER	Nora Arieo
Sharon Anderson	49 Westside Dr. Exeter	Sharon Anderson
CARL F. ANDERSON SR	49 WESTSIDE DR EXETER	Carl F. Anderson
Bonnie Flythe	76 Washington St.	Bonnie Flythe
Bob Danvers	79 Washington St Exeter	Bob Danvers
Peg Annman	68 WARMOUTH	Peg Annman
Dennis Sterkins Jr	87 Washington St	Dennis Sterkins Jr
TOM BERGHEIM	44 Washington St	Tom Bergheim
Nancy J White	36 Washington St Exeter	Nancy J White
Deb Gibbons	36 Washington St Exeter	Deb Gibbons
Taf Schaefer	18 Brentwood Rd	Taf Schaefer
Stephen Schaefer	18 Brentwood Rd	Stephen Schaefer
Mareen Brown	24 Brentwood Rd.	Mareen Brown
Paul Horn	1 Wallace Rd	Paul Horn
Barbara Jurnau	5 Wallace Rd	Barbara Jurnau
Kieran Altieri	7 Penn Lane	Kieran Altieri
Judith Blaisdell	6 Little River Rd	Judith Blaisdell
Stephen Blaisdell	6 Little River Rd	Stephen Blaisdell
John Hallen	3 Little River Rd	John Hallen
Richard Wiltsamuth	4 LITTLE RIVER RD.	Richard Wiltsamuth
ELOISE WILTAMUTH	4 LITTLE RIVER RD	Eloise Wiltsamuth
Kurt He	1 Little River Rd	Kurt He
Brek Schults	24 Crestview Dr	Brek Schults
BOBBIE HOFFMAN	24 CRESTVIEW DR	Bobbie Hoffman
Andrew Seppin	20 Crestview Dr.	Andrew Seppin
Norah H Emborg	18 Crestview Dr	Norah H Emborg
LAURA BRANT	14 Crestview Dr	Laura Brant
Natalie F Walker	12 Crestview Dr	Natalie F Walker

Town of Exeter

General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
GENERAL FUND						
General Government						
Board of Selectmen						
01-4130-0100-1000	BS- Sal/Wages Elected	15,750	16,000	16,000	\$3K each Select Person, \$4K for Chair Person	
	Salaries Total	15,750	16,000	16,000		
01-4130-0100-2120	BS- Life Insurance	190	300	300		
01-4130-0100-2200	BS- FICA	992	992	992	Based on wages: 6.2%	
01-4130-0100-2210	BS- Medicare	232	232	232	Based on wages: 1.45%	
	Benefits Total	1,396	1,524	1,524		
01-4130-0100-5200	BS- Consulting Services	10,150	1,000	1,000	Expenses related to tax deeded properties, other services	
01-4130-0100-5810	BS- Conf/Room/Meals	320	250	250	LGC seminars, travel	
01-4130-0100-8050	BS- Special Expense	10,962	3,000	3,000	Board/committee recognitions, memberships, employee recognitions, (move to Kevin's project list in DPW projects incl. new Town Office sign)	
	General Expenses Total	21,432	4,250	4,250		
	Board of Selectmen Total	38,577	21,774	21,774	A	
Town Manager						
01-4130-0111-1110	TM- Sal/Wages FT	102,204	142,697	149,853	2 FT (incl 53rd payroll week)	
01-4130-0111-1200	TM- Sal/Wages PT	38,044	4,500	4,100	recording secretaries @ \$12 per hour, Intern	
01-4130-0111-1300	TM- Salaries/Wages OT					
01-4130-0111-1445	TM- Cell Phone Allowance	1,200	1,200	1,200	per contract	
01-4130-0111-1700	TM- Merit	1,012	-	-	per contract	
	Salaries Total	142,460	148,397	155,153		
01-4130-0111-2100	TM- Health Insurance	20,499	38,346	43,444	9.78% increase (Non-union change in plan)	
01-4130-0111-2110	TM- Dental Insurance	1,726	3,058	3,494	No increase	
01-4130-0111-2120	TM- Life Insurance	120	210	180	No increase	
01-4130-0111-2200	TM- LTD Insurance	1,339	1,353	1,353	No increase	
01-4130-0111-2200	TM- FICA	8,434	9,201	9,619	Based on wages: 6.2%	
01-4130-0111-2210	TM- Medicare	1,972	2,152	2,250	Based on wages: 1.45%	
01-4130-0111-2300	TM- Retirement Town	9,063	13,569	16,139	Based on wages: 10.77%	
	Benefits Total	43,173	67,888	76,479		
01-4130-0111-4310	TM- Office Equipment Maintenance	8,869	7,868	9,000	Incl maint agreements 2 copiers, 1 color	
01-4130-0111-4320	TM- Vehicle Maintenance	512	250	250	Town office pool car	
01-4130-0111-5000	TM- Supplies	3,179	3,500	3,500	Building supplies, paper, etc.	
01-4130-0111-5010	TM- Postage	(962)	400	350	TM office postage needs (Reserve moved to GG)	
01-4130-0111-5120	TM- Reference Material	-	100	150		
01-4130-0111-5203	TM- Other Contracted Services	10,705	1	1	1 Placeholder for unanticipated contract expenses	
01-4130-0111-5450	TM- Dues	12,496	11,950	12,700	NHMA, MMANH, ICMA	
01-4130-0111-5576	TM- Subscriptions	-	220	220	Exeter News-Letter, Portsmouth Herald	
01-4130-0111-5510	TM- Town Report Expense	2,783	3,000	3,240	Printing of annual Town Report	
01-4130-0111-5556	TM- Legal/Public Notices	1,300	300	300	etc.	
01-4130-0111-5800	TM- Travel Reimbursement	1,972	500	500	Mileage reimbursement for TM/AA	
01-4130-0111-5810	TM- Conf/Room/Meals	1,290	850	400	MMANH Conf, Primex, ICMA	
01-4130-0111-5875	TM- Equipment Purchase	188	300	300		
01-4130-0111-6260	TM- Fuel	556	160	100	Fuel for TM use of TO Pool Car	
	General Expenses Total	42,888	29,399	31,011		
01-4130-0111-9997	TM- Due from Water Fund	(21,032)	(26,473)	(28,442)	12.5% water fund	
01-4130-0111-9998	TM- Due from Sewer Fund	(21,032)	(26,473)	(28,442)	12.5% sewer fund	
	Due from Water/Sewer Funds	(42,064)	(52,946)	(56,883)		

Town of Exeter General Fund Preliminary Budget FY 2014					2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
				186,460	192,738	205,760	A		
				-	1	-		Expenses moved to Fund #07	
Human Resources									
01-4155-0115-1110	HR- Sal/Wages FT	57,903	59,693	59,693		62,540		Human Resource Director (Incl 53rd payroll week)	
	Salaries Total	57,903	59,693	59,693		62,540			
01-4155-0115-2100	HR- Health Insurance	17,440	17,961	17,878		17,878		9.78% increase (Non-union change in plan)	
01-4155-0115-2110	HR- Dental Insurance	954	966	966		966		No increase	
01-4155-0115-2120	HR- Life Insurance	120	120	120		120		No increase	
01-4155-0115-2130	HR- LTD Insurance	759	775	775		775		No increase	
01-4155-0115-2200	HR- FICA	3,432	3,701	3,877		3,877		Based on wages: 6.2%	
01-4155-0115-2210	HR- Medicare	802	866	907		907		Based on wages: 1.45%	
01-4155-0115-2300	HR- Retirement Town	5,096	5,846	6,736		6,736		Based on wages: 10.77%	
	Benefits Total	28,603	30,235	31,259		31,259			
01-4155-0115-5000	HR- Supplies	434	400	1,600		1,600		Office supplies external hard drive, software/scanner	
01-4155-0115-5120	HR- Reference Materials	648	500	500		500		Books, postings and information booklets	
01-4155-0115-5200	HR- Consulting Services	546	600	600		600		1	
01-4155-0115-5263	HR- Pre-Employment Physicals	120	600	600		600		5 Pre-employment Physicals	
01-4155-0115-5310	HR- Mobile Communications		240	360		360		Data only \$30 per month	
01-4155-0115-5380	HR- Classification Update	5,000	850	850		850		LGC (update job descriptions and pay classifications)	
01-4155-0115-5410	HR- Employee Notices	1,463	1,500	1,500		1,500		Decrease cost of ads	
01-4155-0115-5420	HR- Employee Relations	2,661	3,300	1,500		1,500		Benefits Fair, employee service and recognition	
01-4155-0115-5421	HR- Flexible Spending Fees			4,000		4,000		Fees for 50 employees FSA accounts	
01-4155-0115-5450	HR- Dues	154	165	164		164		NH HR Assoc & IMPA-HR	
01-4155-0115-5810	HR- Conf Rooms/Meals	80	2,230	1,360		1,360		LGC, Primex and IPMA-HR Conferences	
01-4155-0115-5820	HR- Education/Training	1,500	615	640		640		UNH Prot Dev & Training, Annual Labor & Employ	
	General Expenses Total	12,606	11,000	13,075		13,075		Law review	
01-4155-0115-9997	HR- Due from Water Fund	(8,740)	(8,993)	(9,380)		(9,380)		10% to water fund	
01-4155-0115-9998	HR- Due from Sewer Fund	(8,740)	(8,993)	(9,380)		(9,380)		10% to sewer fund	
	Due from Water/Sewer Funds	(17,480)	(17,986)	(18,760)		(18,760)			
	Human Resources Total	81,632	82,942	88,114		88,114	A		
Transportation									
01-4199-0119-5574	GG - Transportation	20,919	20,919	26,919		26,919		Request for increase from COAST bus service	
	Transportation Total	20,919	20,919	26,919		26,919	A		
Legal									
01-4153-0120-5224	GG- Legal Expense	96,359	70,000	80,000		80,000			
	Legal Total	96,359	70,000	80,000		80,000	A		
Information Technology									
01-4150-0125-1110	IT- Sal/Wages FT	61,687	64,046	67,079		67,079		IT Coordinator Salary (Incl 53rd payroll week)	
01-4150-0125-1210	IT- Sal/Wages Temp	1,873	2,400	2,400		2,400		Summer intern wages (did not allocate to CATV)	
	Salaries Total	63,660	66,446	69,479		69,479		Reduced 20% of total FT Salary due to allocation to Fund #07 CATV	
01-4150-0125-2100	IT- Health Insurance	14,225	14,369	14,303		14,303		9.78% increase (Non-union change in plan)	
01-4150-0125-2110	IT- Dental Insurance	395	399	400		400		No increase	
01-4150-0125-2120	IT- Life Insurance	96	96	96		96		No increase	
01-4150-0125-2200	IT- FICA	3,765	4,120	4,308		4,308		Based on wages: 6.2%	
01-4150-0125-2210	IT- Medicare	881	963	1,007		1,007		Based on wages: 1.45%	

Town of Exeter

General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4150-0125-2300	IT- Retirement Town	5,428	6,280	7,224	Based on wages: 10.77%	
	Benefits Total	24,790	26,227	27,339	Reduced 20% of total Benefits due to allocation to Fund #07 CATV	
01-4150-0125-5000	IT- Supplies	1,648	1,000	1,200	Paper, pens, ink	
01-4150-0125-5310	IT- Mobile Communications	466	467	494	Cell Phone for IT Coordinator (Reduced by 20% allocation to CATV)	
01-4150-0125-5320	IT- Phone Utilization	22,594	17,800	26,400	12.5% allocated to Water/Sewer Funds each	
01-4150-0125-5450	IT- Dues	500	500	840	InfoTech research group	
01-4150-0125-5680	IT- Computer Software	12,479	10,000	10,000	MS Licenses, Antivirus Protection; Server, Backup	
01-4150-0125-5681	IT- GIS Software	4,900	15,000	8,000	& Network related software	
					Maps Online, ESRI licenses, Support calls	
01-4150-0125-5683	IT- Internet Services	6,940	10,200	10,200	Google Apps, Aha Services, Cloud backup, Fair	
					Point internet line, remote access; 12.5% allocated to Water/Sewer Funds	
01-4150-0125-5684	IT- Phone Equipment Expense	1,705	6,500	3,000	Switch repl., broken phone lines, new wiring requirements	
01-4150-0125-5704	IT- Network Supplies	4,430	5,000	5,000	Backup, routing and wiring	
01-4150-0125-5740	IT- Software Agreement	1,000	2,000	2,000	Pervasive upgrades, Firewall	
01-4150-0125-5750	IT- Service Contract	9,887	10,000	10,000	Vacation coverage, emergencies, expert consultation	
01-4150-0125-5800	IT- Travel Reimbursement	-	400	100	Mileage for IT Coordinator	
01-4150-0125-5820	IT- Education/Training	2,391	4,000	3,000	Online classes, Video Training	
01-4150-0125-5875	IT- Equipment Purchase			1,000	Tools and furniture	
	General Expenses Total	68,940	82,867	81,234		
01-4150-0125-7000	IT- CO- Computers	7,070	8,000	9,000	Current replacement policy	
	Capital Outlay Total	7,070	8,000	9,000		
01-4150-0125-9997	IT- Due from Water Fund	(12,908)	(14,784)	(16,377)	12.5% of wages/benefits, Phone Utilization, Internet Services	
01-4150-0125-9998	IT- Due from Sewer Fund	(12,908)	(14,784)	(16,377)	12.5% of wages/benefits, Phone Utilization, Internet Services	
	Due from Water/Sewer Funds	(25,816)	(29,568)	(32,754)		
	Information Technology Total	138,645	153,972	154,297	A	
Trustee of Trust Funds						
01-4130-0130-1000	TT- Sal/Wages Elected	828	828	828	Wages for Trustee of Trust funds	
	Salaries Total	828	828	828		
01-4130-0130-2200	TT- FICA	51	51	51	Based on wages: 6.2%	
01-4130-0130-2210	TT- Medicare	12	12	12	Based on wages: 1.45%	
	Benefits Total	63	63	63		
	Trustee of Trust Funds Total	891	891	891	A	
Town Moderator						
01-4140-0140-1000	MO- Sal/Wages Elected	1,016	400	900	Three elections	
	Salaries Total	1,016	400	900		
01-4140-0140-2200	MO- FICA	57	25	56	Based on wages: 6.2%	
01-4140-0140-2210	MO- Medicare	13	6	13	Based on wages: 1.45%	
	Benefits Total	70	31	69		
	Town Moderator Total	1,086	431	969	A	
Town Clerk						
01-4140-0151-1000	TC- Sal/Wages Elected	69,728	58,504	61,295	Town Clerk (Incl 53rd payroll week)	
01-4140-0151-1110	TC- Sal/Wages FT	78,417	76,555	78,029	Includes 2- FT Clerks (Incl 53rd payroll week)	

Town of Exeter
General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4140-0151-1200	TC- Sal/Wages PT	51,612	65,047	67,662	Includes 2 PT Clerks (34 hrs) (incl 53rd payroll week)	
01-4140-0151-1300	TC- Sal/Wages OT	855	800	800	OT for Assistant Clerks	
01-4140-0151-1400	TC- Longevity Pay	900	900	900	Longevity for Assistant Clerks	
	Salaries Total	201,512	201,806	208,686		
01-4140-0151-2100	TC- Health Insurance	43,226	50,423	53,513	9.78% increase (Non-union change in plan)	
01-4140-0151-2110	TC- Dental Insurance	2,624	2,897	2,897	No increase	
01-4140-0151-2120	TC- Life Insurance	210	240	240	No increase	
01-4140-0151-2130	TC- LTD Insurance	580	760	760	LTD for TC	
01-4140-0151-2200	TC- FICA	11,860	12,512	12,939	Based on wages: 6.2%	
01-4140-0151-2210	TC- Medicare	2,774	2,926	3,026	Based on wages: 1.45%	
01-4140-0151-2300	TC- Retirement Town	12,778	12,035	15,188	Based on wages: 10.77%	
	Benefits Total	74,052	81,793	88,563		
01-4140-0151-4310	TC- Office Equip Maintenance	809	850	850	outside computer maintenance, beyond contract	
01-4140-0151-5000	TC- Supplies	2,701	2,000	2,000	check security paper, copy paper, general office supplies, incentive awards, envelopes	
01-4140-0151-5005	TC- Computer Supplies	749	1,500	1,500	toner cartridges, MICA cartridges, validator ribbons, calculator ribbons,	
01-4140-0151-5010	TC- Postage	5,834	4,000	5,000	dog civil forfeiture letters, dog reminders, letters & forms, weekly State work, monthly Vital work	
01-4140-0151-5120	TC- Reference Materials	672	350	500	State RSA books, have no control how many updates are sent.	
01-4140-0151-5450	TC- Dues	180	195	200	IIMC-125; NHCCTA-30; NEACTC-30	
01-4140-0151-5630	TC- Record Retention	-	5,000	5,000	Restoration of vital record books/town records	
01-4140-0151-5631	TC- Dog Tags	624	800	800	restore 2 books p/year, filing cabinets	
01-4140-0151-5740	TC- Software Agreement	6,711	7,120	7,836	Dog tags- forms, Police letterhead & envelopes	
01-4140-0151-5750	TC- Service Contracts	2,367	2,400	2,400	Interware Development Co Contract (vendor is bonded by the State)	
01-4140-0151-5800	TC- Travel Reimbursement	755	600	800	OCE/Copier, Seacoast Computer service contracts	
01-4140-0151-5810	TC- Conf/Room/Meals	555	550	600	Mandatory Regional, Conference, NEMCI Training, TC Certification, Training	
01-4140-0151-5820	TC- Education/Training	200	675	800	Mandatory Conference (Certification requirement)	
01-4140-0151-5875	TC- Equipment Purchase	340	2,000	2,000	Mandatory Regional, Conference, NEMCI Training, TC Certification, Training	
	General Expenses Total	22,497	28,040	30,286	New printers for registrations, titles and computer towers	
	Town Clerk Total	298,061	311,639	327,535 A		
Elections						
01-4140-0152-1210	EL- Sal/Wages Temp	17,814	4,500	18,000	3 elections	
	Salaries Total	17,814	4,500	18,000		
01-4140-0152-2200	EL- FICA	1,122	279	1,116	Based on wages: 6.2%	
01-4140-0152-2210	EL- Medicare	262	65	261	Based on wages: 1.45%	
	Benefits Total	1,384	344	1,377		
01-4140-0152-5000	EL- Supplies	482	600	600	Copy paper, envelopes, misc. (pens, tape, etc.)	
01-4140-0152-5010	EL- Postage	1,008	300	1,100	Postage for resident mailings	
01-4140-0152-5400	EL- Advertising	471	500	500	Legal Notices re: checklist 4 elections	
01-4140-0152-5640	EL- Voting Expenses	7,738	3,800	8,500	Ballot Coding, printing, collating, shipping (Tn.Mig.); Ballot coding; Checklist Coping, Election Day Coffee, H2O, AVS voting for town election, replacement booths, curtains	
01-4140-0152-5660	EL- Voting Machines - TE	189	-	-	Tech was reclassified to Temp Wages	
01-4140-0152-5661	EL- Voting Machines	900	1,000	1,000	Electronic Voting Machine Maintenance	
	General Expenses Total	10,788	6,200	11,700		

Town of Exeter
General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
	Elections Total	29,986	11,044	31,077		
	Total General Government	892,616	866,351	937,336 A		
Finance Department						
Finance/Accounting						
01-4150-0201-1110	FI- Sal/Wages FT	188,382	192,832	200,765	Finance Director, Staff Accountant, Accounting Clerk (incl 53rd payroll week)	
01-4150-0201-1210	FI- Sal/Wages Temp	-	-	-		
01-4150-0201-1300	FI- Sal/Wages OT	-	-	-		
01-4150-0201-1400	FI- Longevity Pay	600	600	600	Removed in 2012 Budget	
	Salaries Total	188,982	193,432	201,365	Longevity Pay for Accounting Clerk	
01-4150-0201-2100	FI- Health Insurance	52,016	53,882	45,611	9.78% increase (Non-union change in plan)	
01-4150-0201-2110	FI- Dental Insurance	2,863	2,897	2,431	No increase	
01-4150-0201-2120	FI- Life Insurance	300	300	300	No increase	
01-4150-0201-2130	FI- LTD Insurance	1,184	1,209	1,209	No increase	
01-4150-0201-2200	FI- FICA	11,131	11,993	12,485	Based on wages: 6.2%	
01-4150-0201-2210	FI- Medicare	2,603	2,805	2,920	Based on wages: 1.45%	
01-4150-0201-2300	FI- Retirement Town	16,631	18,945	21,687	Based on wages: 10.77%	
	Benefits Total	86,728	92,032	86,642		
Folders, Check Stock, Paper, Ink						
01-4150-0201-5000	FI- Supplies	5,399	6,000	5,000	Cartridges, kitchen supplies, Deposit tickets for all Town Depts	
01-4150-0201-5010	FI- Postage	2,122	2,200	2,200	Postage for mailing A/P checks to vendors	
01-4150-0201-5150	FI- Bank Fees	7,562	7,000	9,000	Lockbox and Monthly Service Charges	
01-4150-0201-5200	FI- Consulting	2,500	2,500	6,500	GASB 45 OPEB Actuarial Compliance	
01-4150-0201-5220	FI- Audit Fees	13,000	23,250	23,250	Annual town audit fees	
01-4150-0201-5450	FI- Dues	580	700	700	NHGFOA, AICPA and NHSCPA Dues	
01-4150-0201-5740	FI- Software Agreement	7,000	7,350	8,500	Munisart Software Agreement	
01-4150-0201-5800	FI- Travel Reimbursement	493	500	300	Travel for 3 finance department employees	
01-4150-0201-5810	FI- Conf/Room/Meals	54	1,000	1,000	Conferences/Meals for Finance Staff - NHLGC	
01-4150-0201-5820	FI- Education/Training	460	950	950	Education for Finance staff to keep current on regulations	
	General Expenses Total	39,170	51,450	57,400		
01-4150-0201-9997	FI- Due from Water Fund	(34,816)	(35,683)	(36,001)	12.5% Water Fund Offset	
01-4150-0201-9998	FI- Due from Sewer Fund	(34,816)	(35,683)	(36,001)	12.5% Sewer Fund Offset	
	Due from Water/Sewer Funds	(69,632)	(71,366)	(72,002)		
	Finance/Accounting Total	245,248	265,548	273,406 A		
Treasurer						
01-4150-0202-1000	TR- Sal/Wages Elected	8,864	9,364	9,864	Wages for PT Treasurer and PT Deputy Treasurer	
	Salaries Total	8,864	9,364	9,864		
01-4150-0202-2200	TR- FICA	549	581	612	Based on wages: 6.2%	
01-4150-0202-2210	TR- Medicare	129	136	143	Based on wages: 1.45%	
	Benefits Total	678	716	755		
01-4150-0202-5450	TR- Dues	-	-	400		
01-4150-0202-5820	TR- Education/Training	-	-	400		
	General Expenses Total	-	-	800		
	Treasurer Total	9,542	10,080	11,419 A		
Tax Collection						

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4150-0203-1110	TX- Sal/Wages FT	78,251	78,338	79,846	Deputy Tax Collector, Collections Specialist (Incl 53rd payroll week)	
01-4150-0203-1150	TX- Sal/Wages Vac Repl.	-	-	-	Removed in 2012 Budget	
01-4150-0203-1210	TX- Sal/Wages Temp	-	-	-		
01-4150-0203-1300	TX- Sal/Wages OT	-	-	1,000	Added to 2014 Budget	
01-4130-0203-1400	TX- Longevity	1,050	1,050	1,050	Collections Specialist longevity	
	Salaries Total	79,301	79,388	81,896		
01-4150-0203-2100	TX- Health Insurance	25,704	26,941	29,564	9.78% increase (Non-union change in plan)	
01-4150-0203-2110	TX- Dental Insurance	1,448	1,465	1,465	No increase	
01-4150-0203-2120	TX- Life Insurance	120	120	120	No increase	
01-4150-0203-2200	TX- FICA	4,641	4,922	5,078	Based on wages: 6.2%	
01-4150-0203-2210	TX- Medicare	1,085	1,151	1,187	Based on wages: 1.45%	
01-4150-0203-2300	TX- Retirement Town	6,978	7,778	8,820	Based on wages: 10.77%	
	Benefits Total	39,976	42,377	46,234		
01-4150-0203-5000	TX- Supplies	1,428	1,600	1,700	Paper, Ink, Envelopes, Storage Boxes	
01-4150-0203-5001	TX- Tax Billing Services	3,353	3,200	3,600	Processing fees and materials for tax bills	
01-4150-0203-5010	TX- Postage	7,173	7,500	8,000	Mailing lien, deed notices, tax bills, lockbox mailbox	
01-4150-0203-xxxx	TX- Contracted Services	6,991			2012 Long Term illness	
01-4150-0203-5224	TX- Legal Expenses	-	10,000	14,000	Legal services for liens, deeds and bankruptcies	
01-4150-0203-5450	TX- Dues	40	50	50	NHTC Dues	
01-4150-0203-5470	TX- Registry of Deeds	1,203	1,500	1,400	Lien recordings at Registry of Deeds	
01-4150-0203-5471	TX- Deeded Property	19,391	7,500	3,500	Expenses related to Tax deeded properties	
01-4150-0203-5810	TX- Conf/Room/Meals	550	850	600	Conferences for DTC	
01-4150-0203-5820	TX- Education/Training	751	625	400	Training for DTC	
	General Expenses Total	40,880	32,825	33,250		
01-4150-0203-9997	TX- Due from Water Fund	(32,353)	(30,441)	(32,033)	25% Water Fund Offset	
01-4150-0203-9998	TX- Due from Sewer Fund	(32,353)	(30,441)	(32,033)	25% Sewer Fund Offset	
	Due from Water/Sewer Funds Total	(64,706)	(60,883)	(64,065)		
	Tax Collection Total	95,451	93,708	97,315	A	
Assessing						
01-4150-0205-1110	AS- Sal/Wages FT	127,186	129,744	133,675	Assessor and Clerk (Incl 53rd payroll week)	
01-4150-0205-1300	AS- Sal/Wages OT	8	25	25	Assessing Clerk	
01-4150-0205-1400	AS- Longevity Pay	550	550	550	Assessing Clerk	
	Salaries Total	127,744	130,319	134,250		
01-4150-0205-2100	AS- Health Insurance	39,466	40,963	42,612	9.78% increase (Non-union change in plan)	
01-4150-0205-2110	AS- Dental Insurance	2,681	2,713	2,713	No increase	
01-4150-0205-2120	AS- Life Insurance	180	180	180	No increase	
01-4150-0205-2130	AS- LTD Insurance	1,085	1,108	1,108	No increase	
01-4150-0205-2200	AS- FICA	8,227	8,080	8,324	Based on wages: 6.2%	
01-4150-0205-2210	AS- Medicare	1,924	1,890	1,947	Based on wages: 1.45%	
01-4150-0205-2300	AS- Retirement Town	11,241	12,765	14,459	Based on wages: 10.77%	
	Benefits Total	64,804	67,718	71,342		
01-4150-0205-5000	AS- Supplies	1,060	1,000	1,500	Toner, envelopes, general supplies	
01-4150-0205-5010	AS- Postage	233	1,700	500	Value changes	
01-4150-0205-5450	AS- Dues	215	225	225	NHAAO & IAHO dues	
01-4150-0205-5460	AS- Mapping	6,157	5,200	5,200	Yearly updates & GPS	
01-4150-0205-5470	AS- Registry of Deeds	35	150	100	Plans & deeds	
01-4150-0205-5480	AS- Revaluation	-	1,500	1,500	Independent Appraiser	
01-4150-0205-5740	AS- Software Agreement	7,450	7,700	7,750	Vision yearly contract & web fee	
01-4150-0205-5800	AS- Travel Reimbursement	48	200	150	Use of personal car -2 employees	
01-4150-0205-5810	AS- Conf/Room/Meals	16	100	100	Meetings - meals- room, 2 employees	
01-4150-0205-5820	AS- Education/Training	-	1,000	1,000	One course or seminar-2 employees	
01-4150-0205-5875	AS- Equipment Purchase	-		200	Clerk Chair	

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
	General Expenses Total	15,214	18,775	18,225		
	Assessing Total	207,763	216,812	223,817	A	
	Total Finance	558,004	586,148	605,956		
	Planning & Building					
	Planning					
01-4191-0301-1110	PL- Sal/Wages FT	79,021	81,210	85,055	Town Planner Salary (incl 53rd payroll week)	
01-4191-0301-1300	PL- Sal/Wages OT					
01-4191-0301-1200	PL- Sal/Wages PT	60,142	69,015	69,843	Natural Resource Planner & Secretary Salaries (Incl 53rd payroll week)	
	Salaries Total	139,163	150,225	154,898		
01-4191-0301-2100	PL- Health Insurance	8,720	8,980	8,939	9.78% increase (Non-union change in plan)	
01-4191-0301-2110	PL- Dental Insurance	493	499	500	No increase	
01-4191-0301-2120	PL- Life Insurance	120	120	120	No increase	
01-4191-0301-2130	PL- LTD Insurance	1,032	1,043	1,043	No increase	
01-4191-0301-2200	PL- FICA	8,534	9,314	9,604	Based on wages: 6.2%	
01-4191-0301-2210	PL- Medicare	1,996	2,178	2,246	Based on wages: 1.45%	
01-4191-0301-2300	PL- Retirement Town	6,933	7,962	9,160	Based on wages: 10.77%	
	Benefits Total	27,828	30,096	31,612		
01-4191-0301-5000	PL- Supplies	1,620	5,000	3,000	Covers both Planning and Building depts.	
					Covers Planning and Building departments as well as Planning Board packages and administration of cases. 2013 trend in spending is approx. \$215/month which would result in \$2,580 over 12 months	
01-4191-0301-5010	PL- Postage	1,463	2,000	2,400		
01-4191-0301-5120	PL- Reference Material	409	500	300		
01-4191-0301-5450	PL- Dues	11,342	11,640	11,645	Rockingham Planning Commission (2014 est.\$11,330), APA dues (\$315).	
01-4191-0301-5500	PL- Printing	309	1,000	1,200	used for large printing jobs such as Zoning Ordinance	
01-4191-0301-5560	PL- Legal/Public Notices	1,525	2,200	1,800	Primarily for Planning Board cases but also covers Planning dept.	
01-4191-0301-5570	PL- Mapping	-	7,400	400	2013 budgeted amount is slated for wetland layer, this work is underway	
					Planning Board requested studies \$3,000, grant matching funds \$2,000, \$10,000 for first phase of Master Plan updating, and \$5,000 engineering consultant assistance with MS4 requirements incl. regulation review and revisions	
01-4191-0301-5571	PL- Studies	5,926	11,000	15,000		
01-4191-0301-5573	PL- Inspection Services	-	200	200		
01-4191-0301-5680	PL- Computer Software	1,577	-	-		
01-4191-0301-5800	PL- Travel Reimbursement	616	1,400	1,400	Used to cover mileage for staff	
01-4191-0301-5810	PL- Conf/Room/Meals	493	1,000	1,000	requested to cover training for staff and Planning Board members	
01-4191-0301-5820	PL- Education/Training	165	800	800	requested to cover training for staff and Planning Board members	
	General Expenses Total	25,445	44,140	39,145		
	Planning Total	192,437	224,461	225,655	A	
	Inspections & Code Enforcement					
01-4240-0302-1110	BI- Sal/Wages FT	129,064	130,145	134,837	Building Inspector, Deputy Code Inspector (Incl 53rd payroll week)	
01-4240-0302-1200	BI- Sal/Wages PT	28,280	29,504	26,682	Electrical Inspector (20 Hrs/Wk) (Incl 53rd payroll week)	
	Salaries Total	157,344	159,649	161,519		

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4240-0302-2100	BI- Health Insurance	33,665	34,697	34,646	9.78% increase (Non-union change in plan)	
01-4240-0302-2110	BI- Dental Insurance	1,909	1,932	1,932	No increase	
01-4240-0302-2120	BI- Life Insurance	180	180	180	No increase	
01-4240-0302-2130	BI- LTD Insurance	921	930	930	No increase	
01-4240-0302-2200	BI- FICA	10,050	9,898	10,014	Based on wages: 6.2%	
01-4240-0302-2210	BI- Medicare	2,351	2,315	2,342	Based on wages: 1.45%	
01-4240-0302-2300	BI- Retirement Town	11,235	12,746	14,522	Based on wages: 10.77%	
	Benefits Total	60,311	62,698	64,566		
01-4240-0302-4320	BI- Vehicle Maintenance	1,561	1,000	1	New vehicle requested - GG - Capital Outlay	
01-4240-0302-5310	BI- Mobile Communications	467	450	450	Cell Phones for BI and EI	
01-4240-0302-5450	BI- Dues	547	300	300	RNI and NHBOA Dues	
01-4240-0302-5800	BI- Travel Reimbursement	262	1,000	500	NHBOA and Seacoast BI Meetings	
01-4240-0302-5810	BI- Conf/Room/Meals	159	800	800	ICC National conference	
01-4240-0302-6260	BI- Fuel	1,489	1,300	1,320	Budgeted 400 @ \$3.30	
	General Expenses Total	4,485	4,850	3,371		
	Inspections & Code Enforcement To	222,140	227,197	229,456	A	
Board of Adjustment						
01-4191-0303-5010	ZO- Postage	588	1,500	1,200	expenses are estimated for ZBA case administration	
01-4191-0303-5560	ZO- Legal/Public Notices	724	1,200	1,200		
01-4191-0303-5820	ZO- Education/Training	-	200	200	min. training allotment for board members	
	Board of Adjustment Total	1,312	2,900	2,600	A	
Historic District Commission						
01-4191-0304-1200	HD- Sal/Wages PT	-	-	500	recording secretaries @ \$12 per hour	
	Salaries Total	-	-	500		
01-4191-0304-2200	HD- FICA	-	-	31	Based on wages: 6.2%	
01-4191-0304-2210	HD- Medicare	-	-	7	Based on wages: 1.45%	
	Benefits Total	-	-	38		
01-4191-0304-5010	HD- Postage	387	350	350	expenses are estimated for HDC case administration	
01-4191-0304-5120	HD- Reference Material	-	100	-		
01-4191-0304-5450	HD- Dues	-	130	-	min amt for dues associated with various organizations work with HDCs covers potential printing needs for HDC guidelines and other materials.	
01-4191-0304-5500	HD- Printing	29	-	-	To provide match for potential grants	
01-4191-0304-5022	HD- Grant Matching	-	1,000	1,000		
01-4191-0304-5560	HD- Legal/Public Notices	-	100	100		
01-4191-0304-5820	HD- Education/Training	-	300	200	min. training allotment for board members	
	General Expenses Total	416	1,980	1,650		
	Historic District Commission Total	416	1,980	2,188	A	
Conservation Commission						
01-4611-0305-1200	CC- Sal/Wages PT	-	-	1,000	recording secretaries @ \$12 per hour	
01-4611-0305-1210	CC- Sal/Wages Temporary	-	2,170	3,024	interns 2@12/hr, 18 hrs/wk for 7 wks	
	Salaries Total	-	2,170	4,024		
01-4611-0305-2200	CC- FICA	-	-	249	Based on wages: 6.2%	
01-4611-0305-2210	CC- Medicare	-	-	58	Based on wages: 1.45%	
	Benefits Total	-	-	308		
01-4611-0305-4222	CC- Roadside Mowing	1,450	1,200	1,200	Mowing White, Perry, Irvine and Morrissette	

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4611-0305-4300	CC- Building Maintenance	525	500	500	Raynes Farm (\$150 for mowing around barn, \$350 for any minor repairs)	
01-4611-0305-5010	CC- Postage	5	40	20	Money for mailings to ConCom members (mostly elect distr)	
01-4611-0305-5118	CC- Community Services	435	600	400	Will fund Spring Tree Program and maybe 1 other	
01-4611-0305-5200	CC- Contracted Services	2,973	2,000	1,700	Invasive Plant removal after timber harvest	
01-4611-0305-5331	CC- Conservation Land Administration	154	415	600	Inventory, monitoring and improvements to conservation lands	
01-4611-0305-5450	CC- Dues	1,370	845	860	For board members and/or nat resource planner to join related organizations (ERLAC, NHACC, LRWA, SELT)	
01-4611-0305-5470	CC- Registry of Deeds	22	200	50	Fee for registry of deeds (typically printing plans, deeds)	
01-4611-0305-5560	CC- Legal/Public Notices	-	200	50	Money for legal notices typically in the newspaper	
01-4611-0305-5585	CC- Trail Mgmt Maintenance	1,312	915	600	Support maintenance & management of trails & conservation areas	
01-4611-0305-5800	CC- Travel Reimbursement	-	30	-	Reimb for board members and/or nat resource planner for travel related exp	
01-4611-0305-5810	CC- Conf Rooms/Meals	-	30	-		
01-4611-0305-5820	CC- Education/Training	350	300	220	Training money for board members and/or natural resource planner	
01-4611-0305-6220	CC- Electricity - Raynes	84	160	150	Money to cover utilities at Raynes Farm	
	General Expenses Total	8,680	7,435	6,350		
01-4611-0305-7xxx	CC- Capital Outlay	-	-	22,000	To cover replacement of the Raynes Roof.	
	Capital Outlay Total	-	-	22,000		
	Conservation Commission Total	8,680	9,605	32,682	A	
Heritage Commission						
01-4191-0306-1200	HC- Sal/Wages PT	-	-	375	recording secretaries @ \$12 per hour	
	Salaries Total	-	-	375		
01-4191-0306-2200	HC- FICA	-	-	23		
01-4191-0306-2210	HC- Medicare	-	-	5		
	Benefits Total	-	-	29		
01-4191-0306-5010	HC- Postage	-	50	50	expenses are estimated for Heritage Commission case administration	
01-4191-0306-5022	HC- Grant Matching	-	1,000	1,000	To provide match for potential grants	
01-4191-0306-5450	HC- Dues	-	50	-		
01-4191-0306-5500	HC- Printing	115	-	-		
01-4191-0306-5820	HC- Education/Training	115	300	200	min. training allotment for board members	
	General Expenses Total	115	1,400	1,250		
	Heritage Commission Total	115	1,400	1,654	A	
	Total Planning & Building	425,100	487,543	494,235		
Economic Development						
01-4652-0307-1110	EDC- Sal/Wages FT	-	-	44,592	New position 2014 (7 mos) (Incl 53rd payroll week)	
01-4652-0307-1200	EDC- Sal/Wages PT	-	-	1,100	recording secretaries @ \$12 per hour	
	Salaries Total	-	-	45,692		
01-4652-0307-2100	EDC- Health Insurance	-	-	12,671	New position 2014 (7 mos)	
01-4652-0307-2110	EDC- Dental Insurance	-	-	953	New position 2014 (7 mos)	
01-4652-0307-2120	EDC- Life Insurance	-	-	35	New position 2014 (7 mos)	
01-4652-0307-2200	EDC- FICA	-	-	2,833		
01-4652-0307-2210	EDC- Medicare	-	-	663		

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4652-0307-2300	EDC- Retirement Town Benefits Total	-	-	4,803 21,957		
01-4652-0307-5000	EDC- Supplies	256	1,500	1,500		
01-4652-0307-5010	EDC- Postage	53	-	-		
	General Expenses Total	309	1,500	1,500		
	Total Economic Development	309	1,500	69,149 A		
	Police					
	Administration					
01-4210-0401-1110	PD- Sal/Wages FT	336,628	381,658	374,814	6 FT, 1 Step (Incl 53rd payroll week) 2 PT secretarial positions, 1 Step (Incl 53rd payroll week)	
01-4210-0401-1200	PD- Sal/Wages PT	28,910	35,366	37,047		
01-4210-0401-1300	PD- Sal/Wages OT	-	-	-		
01-4210-0401-1450	PD- Salary/Wages Edu Incen	236	-	-		
	Salaries Total	365,774	417,024	411,861		
01-4210-0401-2100	PD- Health Insurance	71,308	84,415	92,757	9.78% increase (Non-union change in plan)	
01-4210-0401-2110	PD- Dental Insurance	7,270	8,139	8,807	No increase	
01-4210-0401-2120	PD- Life Insurance	456	535	478	No increase	
01-4210-0401-2130	PD- LTD Insurance	1,326	1,339	1,339	No increase	
01-4210-0401-2200	PD- FICA	8,704	9,165	9,506	Based on wages: 6.2%	
01-4210-0401-2210	PD- Medicare	4,322	4,563	4,423	Based on wages: 1.45%	
01-4210-0401-2300	PD- Retirement Town	9,221	10,992	12,524	Based on wages: 10.77%	
01-4210-0401-2310	PD- Retirement Police	52,649	61,055	65,409	Based on wages: 25.30%	
	Benefits Total	155,256	180,203	195,243		
01-4210-0401-4301	PD- Computer Maintenance	2,861	3,388	3,388	Software - virus protection, crime reports, IACP computer net	
01-4210-0401-4310	PD- Office Equipment Maintenance	1,762	1,761	1,710	maintenance contracts	
01-4210-0401-4320	PD- Vehicle Maintenance	19,755	21,000	21,000	covers repairs for 13 vehicles	
01-4210-0401-5000	PD- Supplies	7,408	7,278	7,950	department wide office supplies	
01-4210-0401-5010	PD- Postage	2,075	2,520	2,520	postage costs for mailings	
01-4210-0401-5190	PD- Chiefs Expenses	652	650	650	covers employee awards, retirement, emergency meals	
01-4210-0401-5310	PD- Mobile Communications	407	420	660	cost of the chiefs cell phone part of department plan	
01-4210-0401-5338	PD- Munitions	7,697	7,770	7,275	cost of purchasing ammo for the department	
01-4210-0401-5450	PD- Dues	5,935	8,505	8,505	yearly dues for sert and professional association memberships	
01-4210-0401-5453	PD- Computer Equipment	7,580	8,200	8,000	update computers, cruiser laptops, etc.	
01-4210-0401-5650	PD- General Expenses	13,709	5,775	5,775	towing charges, dvi supplies, promotional, hiring costs, etc.	
01-4210-0401-5670	PD- Dry Cleaning	11,600	12,400	12,800	contractual cost	
01-4210-0401-5671	PD- Uniforms	14,924	15,385	15,385	cost for uniform and equipment for 40 employees	
01-4210-0401-5740	PD- Software Agreement	13,335	13,560	13,740	cost to maintain emergency operations for POL and FD Center	
01-4210-0401-5810	PD- Conf/Room/Meals	996	1,100	1,100	professional training for the Chief	
01-4210-0401-5875	PD- Equip Purchase	10,541	10,000	10,000	covers cost of furniture, bike parts, cruiser parts, building costs, etc.	
	General Expenses Total	121,237	119,712	120,458		
	Administration Total	642,267	716,939	727,562 A		
	Staff					
01-4210-0402-1110	PD- Salary/Wages FT	213,711	258,365	289,615	5 FT (Incl 53rd payroll week)	
01-4210-0402-1150	PD- Vacation Replacement	3,513	-	-		
01-4210-0402-1300	PD- Salary/Wages OT	7,867	8,000	9,000	detective costs for cases investigation and pro active investigation	

Town of Exeter
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VERSION #3

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation
01-4210-0402-1350	PD- FEMA Storm Related OT	-	-	-	
01-4210-0402-1400	PD- Longevity Pay	1,250	1,250	1,750	contract item
01-4210-0402-1410	PD- Sick Replacement	330	-	-	
01-4210-0402-1420	PD- Holiday Pay	9,501	9,866	12,021	contract item
01-4210-0402-1450	PD- Sal/Wages Education Incentive	3,110	4,000	1,720	contract item
	Salaries Total	239,282	281,481	314,106	
01-4210-0402-2100	PD- Health Insurance	62,671	87,558	92,634	9.78% increase (Non-union change in plan)
01-4210-0402-2110	PD- Dental Insurance	4,150	5,501	5,168	No increase
01-4210-0402-2120	PD- Life Insurance	180	270	300	No increase
01-4210-0402-2200	PD- FICA	-	-	-	No increase
01-4210-0402-2210	PD- Medicare	3,396	4,081	4,555	Based on wages: 6.2%
01-4210-0402-2310	PD- Retirement Police	48,172	64,782	79,469	Based on wages: 25.30%
	Benefits Total	118,569	162,192	182,126	
01-4210-0402-5000	PD- Supplies	4,824	5,200	5,200	covers three different areas: evidence, prosecution and photo
01-4210-0402-5200	PD- Consulting - Prosecutor	64,828	68,932	71,000	contract with County attorney, split 80/20 with Hampton Falls
01-4210-0402-5216	PD- Community Relations	2,200	2,000	2,000	plaques, dare, crime preventive items
01-4210-0402-5310	PD- Mobile Communications	815	828	1,332	2 cell phones (one for the captain and the detectives share one)
01-4210-0402-5820	PD- Education/Training	10,831	11,500	11,500	training for the entire department (including civilians)
01-4210-0402-5821	PD- Accreditation	2,030	2,000	1,000	dues and supply costs
	General Expenses Total	85,528	90,460	92,032	
	Staff Total	443,379	534,133	588,264	A
Patrol					
01-4210-0403-1110	PD- Salary/Wages FT	881,917	958,738	972,194	18 FT. (Incl 53rd payroll week)
01-4210-0403-1150	PD- Vacation Replacement	44,727	45,587	45,587	cost to cover the replacement of officers on vacation
01-4210-0403-1200	PD- Salary/Wages PT	17,297	19,020	15,000	cost for 1 PT officer to off set some OT costs
01-4210-0403-1300	PD- Salary/Wages OT	70,337	64,714	66,000	court, training, shift coverage, emergencies and SERT
01-4210-0403-1350	PD- FEMA Storm Related OT	816	-	-	Expenses related to tropical storm Irene
01-4210-0403-1400	PD- Longevity Pay	3,500	3,550	2,700	contract item
01-4210-0403-1410	PD- Sick Replacement	10,893	9,270	9,270	covers for officers out sick
01-4210-0403-1420	PD- Sal/Wages Holiday Pay	37,908	36,766	38,283	contract item
01-4210-0403-1430	PD- Salary/Wages FTO Incentive	1,127	1,320	1,320	contract item
01-4210-0403-1440	PD- Firearms Training Incentive	-	1,500	1,500	contract item
01-4210-0403-1450	PD- Sal/Wages Education Incentive	6,520	6,520	6,860	contract item
	Salaries Total	1,075,042	1,146,985	1,158,714	
01-4210-0403-2100	PD- Health Insurance	316,565	340,893	373,715	9.78% increase
01-4210-0403-2110	PD- Dental Insurance	19,230	21,301	22,258	No increase
01-4210-0403-2120	PD- Life Insurance	1,065	1,080	1,020	No increase
01-4210-0403-2140	PD- Health Insurance Buyout	-	-	-	No increase
01-4210-0403-2200	PD- FICA	4,514	4,725	4,540	Based on wages: 6.2%
01-4210-0403-2210	PD- Medicare	14,893	16,631	16,801	Based on wages: 1.45%
01-4210-0403-2300	PD- Retirement Town	4,899	5,628	6,271	Based on wages: 10.77%
01-4210-0403-2310	PD- Retirement Police	196,829	243,652	274,627	Based on wages: 25.30%
	Benefits Total	557,995	633,910	699,232	
01-4210-0403-5310	PD- Mobile Communications	815	828	1,020	cost of two cell phones (ACO and Captain)
01-4210-0403-5335	PD- Investigation	4,899	5,000	5,000	covers drug investigation costs and equipment
01-4210-0403-5801	PD-Patrol Court Mileage Reimburseme	736	-	-	
01-4210-0403-6260	PD- Fuel	65,416	76,320	69,498	Fuel at 2.97 per gallon
	General Expenses Total	71,866	82,148	75,518	

Town of Exeter

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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
	Patrol Total	1,704,902	1,863,043	1,933,464	A	
Animal Control						
01-4210-0404-5336	AC- Veterinarian Service	750	750	750	contract with SPCA	
01-4210-0404-5337	AC- Equipment	155	500	500	ACO equipment	
	General Expenses Total	905	1,250	1,250		
	Animal Control Total	905	1,250	1,250	A	
Communications						
01-4210-0405-1110	PD- Salary/Wages FT	216,572	226,116	231,379	5 FT (Incl 53rd payroll week)	
01-4210-0405-1150	PD- Vacation Replacement	5,596	6,640	7,640	covers vacation/personal days for dispatchers	
01-4210-0405-1200	PD- Salary/Wages PT	10,362	13,697	10,160	2 PT	
01-4210-0405-1300	PD- Salary/Wages OT	9,929	11,000	11,000	covers cost in emergencies and regular coverage	
01-4210-0405-1350	PD- FEMA Storm Related OT	766	-	-	Expenses related to tropical storm Irene	
01-4210-0405-1400	PD- Longevity Pay	1,700	1,700	1,700	contract item	
01-4210-0405-1410	PD- Sick Replacement	2,888	3,531	4,000	covers OT for dispatchers out sick	
01-4210-0405-1420	PD- Holiday Pay	9,182	9,543	9,604	contract item	
01-4210-0405-1450	PD- Sal/Wages Education Incentive	-	1,500	1,500	contract item	
	Salaries Total	257,025	273,727	276,983		
01-4210-0405-2100	PD- Health Insurance	66,884	68,284	74,935	9.78% increase (Non-union change in plan)	
01-4210-0405-2110	PD- Dental Insurance	3,931	4,019	4,019	No increase	
01-4210-0405-2120	PD- Life Insurance	225	300	300	No increase	
01-4210-0405-2200	PD- FICA	15,557	16,974	17,173	Based on wages: 6.2%	
01-4210-0405-2210	PD- Medicare	3,638	3,970	4,016	Based on wages: 1.45%	
01-4210-0405-2300	PD- Retirement Town	17,255	25,578	28,737	Based on wages: 10.77%	
	Benefits Total	107,490	119,125	129,180		
01-4210-0405-4311	PD- Equipment Maintenance	21,486	19,612	19,646	covers our maintenance contracts and internal costs	
01-4210-0405-4330	PD- Equipment Repair & Maint	5,365	6,000	6,000	uncovered repair costs (radio equip./purchase of new communication equip.)	
01-4210-0405-4333	PD- SPOTS Computer Maint	4,500	4,500	4,500	computer connection with state police	
01-4210-0405-4351	PD- Complex Phone	3,151	3,480	3,280	phone line costs	
	General Expenses Total	34,502	33,582	33,426		
	Communications Total	399,017	426,444	439,589	A	
	Total Police	3,190,470	3,541,810	3,690,129	A	
Fire						
Administration						
01-4221-0501-1110	FD- Salary/Wages FT	317,918	325,910	339,517	Chief, 2 Asst. Chiefs & Office Mgr. (Incl 53rd payroll week)	
	Salaries Total	317,918	325,910	339,517		
01-4221-0501-2100	FD- Health Insurance	75,864	78,129	77,770	9.78% increase (change in plan for union and non-union)	
01-4221-0501-2110	FD- Dental Insurance	4,590	4,645	4,644	No increase	
01-4221-0501-2120	FD- Life Insurance	480	480	480	No increase	
01-4221-0501-2130	FD- LTD Insurance	1,320	1,333	1,333	No increase	
01-4221-0501-2200	FD- FICA	3,430	3,627	3,757	Based on wages: 6.2% (FICA for Office Mgr)	
01-4221-0501-2210	FD- Medicare	3,045	3,237	3,380	Based on wages: 1.45% (Excludes the Chief)	
01-4221-0501-2300	FD- Retirement Town	5,050	5,729	6,527	Based on wages: 10.77%	
01-4221-0501-2320	FD- Retirement Fire	59,637	67,798	77,371	Based on wages: 27.74%	
	Benefits Total	153,416	164,978	175,262		
01-4221-0501-4310	FD- Office Equip Maintenance	3,009	3,088	3,499	Lease agreements & Service contracts for copier, time clock, and maint. on printers	

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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4221-0501-5000	FD- Supplies	1,931	2,000	2,000	Office Supplies for all of Fire Division	
01-4221-0501-5010	FD- Postage	239	400	410	Postage for General FD, Fire Prevention, new candidate hiring, etc...	
01-4221-0501-5190	FD- Chiefs Expenses	603	600	600	Expenses for meetings, dinners	
01-4221-0501-5263	FD- Physicals	1,705	1,967	1,967	Pre-employment and Annual physicals for all personnel	
01-4221-0501-5310	FD- Cell Phones	1,142	1,400	1,400	Phone plan and usage for dept. manager	
01-4221-0501-5450	FD- Dues	1,507	1,727	1,757	Annual Association Dues	
01-4221-0501-5650	FD- General Expenses	2,551	3,200	3,200	Background investigations, Water, Emergency scene rehab. supplies, etc...	
01-4221-0501-5810	FD- Conf/Room/Meals	3,953	4,500	4,500	\$1,500 each: FDIC conference, FRI International, IMT Annual Conference	
	General Expenses Total	16,640	18,882	19,333		
	Administration Total	487,974	505,770	534,112	A	
Fire Suppression						
01-4220-0503-1110	FD- Sal/Wages FT	1,386,326	1,432,086	1,472,371	25 FT Firefighter/ EMT's salaries (Incl 53rd payroll week)	
01-4220-0503-1150	FD- Vacation Replacement	53,468	68,925	67,406	Overtime for vacation replacement	
01-4220-0503-1200	FD- Sal/Wages PT	-	-	-	Overtime for emergency recall and other off-duty details	
01-4220-0503-1300	FD- Sal/Wages OT	72,932	121,806	122,244	Non-budgeted item	
01-4220-0503-1350	FD- FEMA Storm Related OT	6,794	-	-	Expenses to be offset by Grant revenue	
01-4220-0503-1375	FD- Fire Grant Overtime	55,438	-	-		
01-4220-0503-1400	FD- Longevity Pay	11,700	11,700	11,250		
01-4220-0503-1410	FD- Sick Replacement	50,824	48,369	44,847	Overtime for sick replacement	
01-4220-0503-1420	FD- Sal/Wages Holiday Pay	81,906	85,242	87,436	Holiday pay (11 holidays)	
01-4220-0503-1600	FD- Sal/Wages On Call	12,904	15,000	15,000	PT Call Company salaries	
01-4220-0503-xxxx	FD- Sal/Wages Stipend	-	5,621	3,924	Stipend + Bonus pay (Maxed pay plan)	
	Salaries Total	1,732,292	1,788,749	1,824,478		
01-4220-0503-2100	FD- Health Insurance	445,011	438,785	454,844	9.78% increase (union plan change)	
01-4220-0503-2110	FD- Dental Insurance	32,560	33,633	33,633	No increase	
01-4220-0503-2120	FD- Life Insurance	1,490	1,500	1,500	No increase	
01-4220-0503-2200	FD- FICA	825	930	930	Based on wages: 6.2% (Call Company Salaries)	
01-4220-0503-2210	FD- Medicare	23,033	24,016	25,392	Based on wages: 1.45%	
01-4220-0503-2320	FD- Retirement Fire	391,967	451,626	501,949	Based on wages: 27.74%	
	Benefits Total	894,886	950,490	1,018,048		
01-4220-0503-4312	FD- Radio Maintenance	1,915	2,000	2,000	Maintenance of Fire Department Portable & Mobile Radios	
01-4220-0503-4320	FD- Vehicle Maintenance (Incl tires)	59,523	55,492	55,492	Vehicle Maintenance	
01-4220-0503-4330	FD- General Equipment Repair	1,535	2,000	2,750	Small Tool & Equipment Repair	
01-4220-0503-4340	FD- Hydrant Maintenance	20,000	20,000	20,000	Hydrant Maintenance Fee/Rental to Water Department	
01-4220-0503-4341	FD- Cistern Maintenance	-	2,460	2,460	Cistern & Dry Hydrant Maintenance	
01-4220-0503-5016	FD- Station Building Supplies	746	850	850	Laundry & misc bldg. cleaning supplies	
01-4220-0503-5018	FD- Fire Prevention Supplies	1,353	1,600	1,600	Fire Prevention & Fire Investigation Supplies	
01-4220-0503-5019	FD- Fire Alarm Supplies	4,721	5,000	8,000	Town wide fire alarm system maintenance & computer	
01-4220-0503-5119	FD- Communications	4,047	5,800	5,700	Vehicle computer connectivity, fees and radio interoperability	
01-4220-0503-5310	FD- Mobile Communications	2,478	1,920	2,401	Cell Phone plan and Data usage for Staff Cars, Engines and Fire Prev.	
01-4220-0503-5450	FD- Dues	4,781	4,259	4,259	Seacoast Chiefs Haz Mat Annual Assessment	
01-4220-0503-5670	FD- Dry Cleaning	216	200	200	Dry cleaning of chief officer & Class "A" dress uniforms	
01-4220-0503-5671	FD- Uniforms	20,618	20,100	23,425	Uniforms for 28 employees, 14 Call firefighters and Chief Officers	
01-4220-0503-5740	FD- Software Agreement	4,235	4,500	4,005	IMC annual licensing agreement & fees	

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01-4220-0503-5820	FD- Education/Training	9,994	10,000	10,000	Tuition for certification & education supplies	
01-4220-0503-5875	FD- General Equipment Purchase	37,249	45,000	45,000	Necessary equipment purchase & replacement	
01-4220-0503-5910	FD- Protective Equipment	26,163	26,250	27,000	Turnout gear replacement & repairs as necessary	
01-4220-0503-5910	FD- A-ison Supplies	100	-	-	Moved to Fire Prev. Supplies	
01-4220-0503-5911	FD- Hazmat Supplies	606	500	500	Necessary hazardous materials supplies	
01-4220-0503-5912	FD- Breathing Apparatus	2,454	2,500	4,835	Breathing systems and compressor certification and repairs	
01-4220-0503-5913	FD- Extinguisher Maintenance	900	1,000	1,000	Fire extinguisher maintenance program	
01-4220-0503-5914	FD- Hose Replacement	1,319	3,900	4,355	Hose replacement & repair as necessary	
01-4220-0503-6260	FD- Fuel	22,411	22,158	20,414	Gas & Diesel fuel for all fire dept. vehicles (Except 2 ambulances)	
	General Expenses Total	227,364	237,489	246,246		
	Fire Suppression Total	2,854,542	2,976,728	3,088,772	A	
Emergency Management						
01-4290-0504-4312	EM- Radio Repairs	1,876	3,500	4,000	EOC radio replacement & repairs	
01-4290-0504-5119	EM- Communications	832	9,700	9,760	EOC telephone system updates & CodeRed notifications	
01-4290-0504-5310	EM- Mobile Communications	797	920	920	Cell Phone plan & Data usage for Deputy EMD	
01-4290-0504-5810	EM- Conf/Room/Meals	1,270	1,000	1,000	Emergency Management & Homeland Security conference and/or classes	
01-4290-0504-5917	EM- Command Supplies	5,239	6,500	6,500	EOC supplies including food, office supplies, & training material	
01-4290-0504-5918	EM- Shelter Equipment	-	1,200	1,200	Shelter food and supplies	
01-4290-0504-5919	EM- Emer Mgmt Equipment	4,001	5,000	5,000	Materials, barricades, signage and barriers	
01-4290-0504-5922	EM- FEIMA Reimb -Force Labor	-	1	1	Used Only if Departments use Budget funds that are reimbursable	
01-4290-0504-5923	EM- FEIMA Reimb - Force Equip	-	1	1	Used Only if Departments use Budget funds that are reimbursable	
01-4290-0504-5924	EM- FEIMA Reimb-Debris Removal	-	1	1	Used Only if Departments use Budget funds that are reimbursable	
01-4290-0504-5925	EM- FEIMA Reimb- Materials	-	1	1	Used Only if Departments use Budget funds that are reimbursable	
01-4290-0504-5926	EM- FEIMA Reimb- Permanent Work	(2,226)	1	1	Used Only if Departments use Budget funds that are reimbursable	
	General Expenses Total	11,789	27,825	28,385		
01-4290-0504-7426	EM- Capital Outlay	-	700	1	No Capital purchase recommended for FY14	
	Capital Outlay Total	-	700	1		
	Emergency Management Total	14,162	28,525	28,386	A	
Health						
01-4414-0505-1200	FH- Sal/Wages PT	44,347	49,489	61,439	Health Inspector 32 hrs for 3 mos; FT for 9 mos (Incl 53rd payroll week)	
	Salaries Total	44,347	49,489	61,439		
01-4414-0505-2100	FH- Health Insurance	-	700	12,068	9.78% increase (Non-union change in plan)	
01-4414-0505-2110	FH- Dental Insurance	-	45	700	No increase	
01-4414-0505-2120	FH- Life Insurance	-	3,809	45	No increase; Insurance for 9 mos	
01-4414-0505-2200	FH- FICA	2,803	3,068	3,809	Based on wages: 6.2%	
01-4414-0505-2210	FH- Medicare	656	718	891	Based on wages: 1.45%	
01-4414-0505-2320	FH- Town Retirement	-	3,786	5,251	Based on wages: 10.77%; retirement for 9 mos	
	Benefits Total	3,459	3,786	22,764		
01-4414-0505-5000	FH- Supplies	807	1,200	950	Inspection supplies	
01-4414-0505-5010	FH- Postage	103	92	92	Health dept. mailings	
01-4414-0505-5310	FH- Mobile Communications	1,167	1,304	1,400	Phone plan & data usage for AC Berkenbush	
01-4414-0505-5450	FH- Dues	195	245	250	Health dept. dues & memberships	

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01-4414-0505-5740	FH- Software Agreement	-	-	1,530	Mitigate forms and reporting	
01-4414-0505-5800	FH- Travel Reimbursement	965	1,000	1,000	Mileage reimbursement for Deputy Health Inspector	
01-4414-0505-5810	FH- Conf/Room/Meals	584	1,000	820	Training, Meeting and conferences for Health	
01-4414-0505-5981	FH- Water Quality Testing	2,600	13,600	10,000	Water Quality Testing services	
01-4414-0505-5989	FH- Mosquito Control	55,020	60,000	60,000	Mosquito control costs	
	General Expenses Total	61,441	78,641	76,042		
	Health Total	109,247	131,916	160,245	A	
	Total Fire	3,465,925	3,646,939	3,811,515	A	
	Public Works - General Fund					
	Administration & Engineering					
01-4311-0601-1110	PW- Sal/Wages FT	327,246	366,918	409,471	Director, Town Eng, Eng Tech, Office Mgr, Office	
01-4311-0601-1200	PW- Sal/Wages PT			360	Clrk, Asst Engineer (Incl 53rd payroll week)	
	Salaries Total	327,246	366,918	409,831	recording secretaries @ \$12 per hour	
01-4311-0601-2100	PW- Health Insurance	50,874	64,276	53,574	9.78% increase (Non-union change in plan)	
01-4311-0601-2110	PW- Dental Insurance	6,463	7,265	7,357	No increase	
01-4311-0601-2120	PW- Life Insurance	525	570	600	No increase	
01-4311-0601-2130	PW- LTD Insurance	1,300	1,312	1,312	No increase	
01-4311-0601-2200	PW- FICA	20,606	22,749	25,410	Based on wages: 6.2%	
01-4311-0601-2210	PW- Medicare	4,819	5,320	5,943	Based on wages: 1.45%	
01-4311-0601-2300	PW- Retirement Town	28,731	36,199	44,100	Based on wages: 10.77%	
	Benefits Total	113,318	137,691	138,295		
01-4311-0601-4312	PW- Radio Repairs	640	600	600	1 sedan, 1 new 4wd	
01-4311-0601-4320	PW- Vehicle Maintenance	614	800	600	General office supplies \$5050; Eng supplies	
					\$3000; plotter paper & ink, field books, Town	
					Standards, scanning plans, 60% of new copier	
01-4311-0601-5000	PW- Supplies	13,275	12,000	10,000	copy billing	
01-4311-0601-5010	PW- Postage	503	500	500		
01-4311-0601-5310	PW- Mobile Communications	738	1,344	1,078	60% DPW Director and Town Engineer; 100%	
					Highway, MiFi (Engineering)	
01-4311-0601-5341	PW- Drug/Alcohol Testing	1,712	1,000	1,000	Contract w/Access; required (per USDOT) random	
01-4311-0601-5362	PW- Radio Replacement	390	1,200	1,200	testing for all CDL holders & screening new hires	
01-4311-0601-5400	PW- Advertising	1,625	-	-	Replace 2 units/year	
01-4311-0601-5446	PW- EPA Storm Water Phase II	29,531	25,000	50,000	Reqs new NPDES permit & WWTF AOC;	
					Stormwater Management Plan; Notice of Intent;	
					Public Education, Municipal Training, Dry & Wet	
					Weather Monitoring	
					Dues: APWA \$175, NHPWA \$100, Mutual Aid	
01-4311-0601-5450	PW- Dues	330	700	700	\$25; Licenses: PE 2@150/2 yr	
01-4311-0601-5650	PW- General Expenses	931	900	900	Meal reimbursement	
					60% Dir, Town Eng; 100% Maint Supt, Hwy Supt	
01-4311-0601-5810	PW- Conf/Room/Meals	3,607	3,500	3,500	@\$1100 ea	
01-4311-0601-5820	PW- Education/Training	1,435	2,000	2,000		
01-4311-0601-6260	PW- Fuel	1,668	900	1,000	Dir & Town Eng vehicles	
01-4311-0601-6261	PW- Master Fuel Account	12,719	1	1	Bulk fuel delivery charges less dept allocations	
	General Expenses Total	69,718	50,445	73,079		
01-4311-0601-9997	PW- Due from Water Fund	(91,012)	(100,922)	(109,625)	20% Water Fund offset	
01-4311-0601-9998	PW- Due from Sewer Fund	(91,012)	(100,922)	(109,625)	20% Sewer Fund offset	
	Due from Water/Sewer Funds Total	(182,024)	(201,844)	(219,250)		

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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
	Administration & Engineering Total	328,257	353,211	401,954	A	
Highways and Streets						
01-4312-0602-1110	PH- Sal/Wages FT	548,464	550,083	554,194	12 FT (incl 53rd payroll week)	
01-4312-0602-1210	PH- Sal/Wages Temp	8,530	15,000	15,000	Summer: \$10K Intern, \$5K Truck Driver	
01-4312-0602-1300	PH- Sal/Wages OT	31,762	20,000	20,000	Emergency ops, callouts, flood watch, voting/traffic control	
01-4312-0602-1350	PH- FEMA Storm Related OT	-	-	-	Expenses related to tropical storm Irene	
01-4312-0602-1400	PH- Longevity Pay	7,300	7,300	5,800	7 FT non-exempt	
	Salaries Total	596,056	592,383	594,994		
01-4312-0602-2100	PH- Health Insurance	197,014	206,221	232,711	9.78% increase (Non-union change in plan)	
01-4312-0602-2110	PH- Dental Insurance	12,386	12,534	13,316	No increase	
01-4312-0602-2120	PH- Life Insurance	789	781	781	No increase	
01-4312-0602-2200	PH- FICA	36,220	36,728	36,880	Based on wages: 6.2%	
01-4312-0602-2210	PH- Medicare	8,471	8,590	8,627	Based on wages: 1.45%	
01-4312-0602-2300	PH- Retirement Town	47,544	56,576	62,465	Based on wages: 10.77%	
	Benefits Total	302,424	321,429	354,790		
01-4312-0602-4320	PH- Vehicle Maintenance (incl tires)	41,549	45,000	45,000	Maintenance of all dept vehicles and equip	
01-4312-0602-4334	PH- Tree Maintenance	22,454	15,000	15,000	All trees in Town ROW including pruning, fertilizing and removal w/licensed arborist also includes all town parks.	
01-4312-0602-4335	PH- Dam Maintenance	1,229	5,000	4,200	Dam & abutment concrete & mechanical repairs at Great, Pickpocket, Colcord	
	PH- Dam Registration			800	Dam Registration	
01-4312-0602-4339	PH- Asphalt Reclamation	10,000	10,000	10,000	Grinding & screening to recycle asphalt and concrete on Town roads to make into a reusable product. Also includes compost and sand screening	
01-4312-0602-4342	PH- Street Marking	24,774	25,000	25,000	Fog lines, yellow lines, parking spaces (butyl rubber by contractor)	
01-4312-0602-4343	PH- Weed Control	8,000	8,000	8,000	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr	
01-4312-0602-4344	PH- Storm Drain Repair	8,056	9,000	9,000	To repair drain castings within the Town's drain network. 13,050 drains exist within the Town of Exeter.	
01-4312-0602-4345	PH- Bridge Repairs	3,900	4,500	4,500	Minor repairs of 9 bridges: sealing, patching, guardrails	
01-4312-0602-4346	PH- Culvert Repairs	2,000	2,000	2,000	Repair or replacement of culverts (pipes & headers) along country roads	
01-4312-0602-4355	PH- Street Repairs/Maint	20,642	18,000	18,000	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel	
01-4312-0602-4420	PH- Equipment Rentals	4,455	4,500	4,500	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen	
01-4312-0602-5327	PH- General Hand Tools	3,998	4,000	4,000	Repl/repair hand tools incl. compactor, hand-saw, chainsaws, small power tools	
01-4312-0602-5328	PH- Emergency Traffic Control	973	500	500	Uniformed officer in high traffic, emergencies	
01-4312-0602-5561	PH- Signs	6,057	7,000	7,000	Regulatory & street sign repl. for retro reflectivity, damages	
01-4312-0602-5610	PH- Safety Equipment	5,149	4,500	4,500	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$235/yr	
01-4312-0602-5671	PH- Uniforms	6,002	6,000	6,000	14 employees	
01-4312-0602-5820	PH- Education/Training	2,081	3,000	3,000	Classes and licensing including CDL, Public	
01-4312-0602-6260	PH- Fuel	32,078	23,000	23,000	Works Academy, UNH Tech Transfer classes	
	General Expenses Total	203,397	194,000	194,000		
01-4312-0602-7503	PH-Road Paving/Maintenance	600,000	650,000	800,000	Includes crack ceiling, reconstruction, etc	
01-4312-0602-7506	PH- Sidewalk Hazard Repair	-	-	-		

Town of Exeter
General Fund

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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4312-0602-7507	PH- Storm Drain Cleaning	-	650,000	25,000	Annually to clean 50% catch basins, material testing and clean drain pipelines est 1 mile.	
	Capital Outlay Total	600,000	650,000	825,000		
	Highways & Streets Total	1,701,875	1,757,812	1,968,784	A	
	Snow Removal					
01-4312-0603-1200	PS- Sal/Wages PT	52				
01-4312-0603-1300	PS- Sal/Wages - OT Snow	33,694	60,000	60,000	Consistent with previous years' expenses	
01-4312-0603-1370	PS- Sal/Wages-OT Mech	1,644	2,000	2,000	On duty during plowing	
	Salaries Total	35,390	62,000	62,000		
01-4312-0603-2200	PS- FICA	2,124	3,844	3,844	Based on wages: 6.2%	
01-4312-0603-2210	PS- Medicare	497	899	899	Based on wages: 1.45%	
01-4312-0603-2300	PS- Retirement Town	2,476	6,067	6,677	Based on wages: 10.77%	
	Benefits Total	5,097	10,810	11,420		
01-4312-0603-4220	PS- Contracted Snow Removal	-	35,000	35,000	Hire contractors to perform snow removal snow within the Town of Exeter	
01-4312-0603-4221	PS- Plowing	54,122	60,000	60,000	Hire contractors to plow and remove snow within the Town of Exeter	
01-4312-0603-4320	PS- Vehicle Maintenance (Incl tires)	3,411	7,000	7,000	For repairing snow plows and snow removal equipment	
01-4312-0603-4349	PS- Plow/Spreader Repair	2,541	-	-		
01-4312-0603-4623	PS- Plow Damages	1,481	2,000	2,000	To repair damages on private properties caused by snow plows	
01-4312-0603-5007	PS- Salt	54,818	85,000	65,000	Winter salt for town roads, sidewalks and right of ways: 2014 unit price \$48.00	
01-4312-0603-5008	PS- Sand	-	1,000	1,000	Purchase of sand during the winter months to spread along the town roads, sidewalks and right of ways.	
01-4312-0603-5009	PS- Calcium Chloride	-	500	500	Salt additive used during harsh temperatures in the winter	
01-4312-0603-6260	PS- Fuel	6,000	12,500	23,150	DPW allocates fuel to this account at year end	
	General Expenses Total	122,373	203,000	193,650		
	Snow Removal Total	162,861	275,810	267,070	A	
	Solid Waste Disposal					
01-4323-0604-1200	SW- Sal/Wages PT	5,650	11,743	12,553	1 PT @ 16 hrs/wk for 6 mos and 17hrs/wk for 6 mos (Incl 53rd payroll week)	
01-4323-0604-1300	SW- Sal/Wages OT	249	-	-		
	Salaries Total	5,899	11,743	12,553		
01-4323-0604-2200	SW- FICA	366	728	778	Based on wages: 6.2%	
01-4323-0604-2210	SW- Medicare	86	170	182	Based on wages: 1.45%	
	Benefits Total	451	898	960		
01-4323-0604-4221	SW- Operations Maintenance	3,470	3,000	3,000	For materials and supplies at the Transfer Station	
01-4323-0604-5820	SW- Education/Training	425	500	500	Solid Waste Training	
01-4323-0604-5829	SW- Tire Disposal	2,390	2,500	2,500	To dispose of the Town of Exeter tires	
01-4323-0604-5832	SW- Blue Bags	66,517	70,000	68,000	Includes vendor delivery to store	
01-4323-0604-5833	SW- Construction Debris	13,572	13,500	13,500	For construction debris container at Transfer Station	
01-4323-0604-5834	SW- Disposal Contract	655,322	661,000	661,000	Contract extension agreement	
01-4323-0604-5836	SW- Landfill Monitoring	27,339	25,000	25,000	To monitor the test wells at the Cross Road landfill	
01-4323-0604-5838	SW- Household Haz Waste Removal	13,649	7,000	7,000	Town cost of collection day each October	
01-4323-0604-5842	SW- Dozer Rental	4,000	4,000	4,000	Contract bulldozer rental to push back brush dump at Transfer Station	
01-4323-0604-5843	SW- Sticker Permit Expense	256	700	700	For stickers for the Town Office to sell.	

Town of Exeter General Fund Preliminary Budget FY 2014						VERSION #3
Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	
01-4323-0604-5844	SW- Electronic Waste Expense	9,012	7,300	7,300	For the removal of electronic waste collected at the transfer station, offset by stickers	
01-4323-0604-5845	SW- Freon Waste Expense	1,531	2,250	2,250	For the removal of Freon containing appliances from the Transfer Station	
01-4323-0604-5846	SW- Garbage Litter Bags Expense	9	1,000	1,000	Trash & Recycle can liners for the down town area	
01-4323-0604-5847	SW- Large Cardboard	1,581	2,000	2,000	For roll off container at the Transfer Station	
01-4323-0604-5848	SW- Litter Downtown	277	500	500	For additional waste and recycling containers; repairs and replacement	
01-4323-0604-5849	SW- Recycle Bins	5,925	7,000	7,000	Adequate stock of 65-gal tofers for next year	
01-4323-0604-6220	SW- Electricity	1,047	1,300	1,300	Transfer station house	
	General Expenses Total	806,322	808,550	806,550		
	Solid Waste Disposal Total	812,673	821,191	820,063 A		
	Street Lights					
01-4316-0605-4369	PW- Traffic Light Maintenance	1,653	7,000	5,000	High St, Green St, Alum Dr, Holland Way signals; controllers, loop detectors, bulbs	
01-4316-0605-6220	PW- Electricity- Street Lights	129,418	125,000	125,000	For all street lights in the town's right of way	
	General Expenses Total	131,071	132,000	130,000		
	Street Lights Total	131,070	132,000	130,000 A		
	Total Public Works- General Fund	3,136,736	3,340,024	3,587,872 A		
	Public Works - Maintenance					
	General					
01-4311-0606-1110	PM- Sal/Wages FT	195,959	208,440	241,224	4 FT (Incl 53rd payroll week)	
01-4311-0606-1200	PM- Sal/Wages PT	63,356	62,871	35,309	2 PT (Incl 53rd payroll week)	
01-4311-0606-1300	PM- Sal/Wages OT	4,449	3,000	3,000	Emergencies, callouts	
01-4311-0606-1350	PM- Storm Related OT	-	-	-	Emergencies, callouts	
01-4311-0606-1400	PM- Longevity Pay	1,650	600	600	4 FT	
	Salaries Total	265,414	274,911	280,133		
01-4311-0606-2100	PM- Health Insurance	58,621	72,235	81,677	9.78% increase (Non-union change in plan)	
01-4311-0606-2110	PM- Dental Insurance	4,588	5,726	5,741	No increase	
01-4311-0606-2120	PM- Life Insurance	250	300	300	No increase	
01-4311-0606-2200	PM- FICA	16,410	17,044	17,368	Based on wages: 6.2%	
01-4311-0606-2210	PM- Medicare	3,838	3,986	4,062	Based on wages: 1.45%	
01-4311-0606-2300	PM- Retirement Town	15,631	20,760	26,368	Based on wages: 10.77%	
	Benefits Total	99,338	120,052	135,516		
01-4311-0606-4329	PM- Maintenance Bid Materials	1,347	1,200	1,200	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools; increasing construction	
01-4311-0606-4331	PM- Maintenance Tools	3,225	3,000	3,000	All Town buildings' paper & cleaning products; reduced consumption	
01-4311-0606-5006	PM- Custodial Supplies	15,427	13,500	13,500	Contracted Custodial Services for DPW to include waxing	
01-4311-0606-5202	PM- Contracted Services	12,548	-	-		
01-4311-0606-5265	PM- Licenses	500	700	601	Maint. Superintendent cellphone	
01-4311-0606-5310	PM- Mobile Communications	415	756	756	Fall protection, eye protection, steel-toed boot replacement \$235/yr	
01-4311-0606-5610	PM- Safety Equipment	2,658	2,500	2,500	8 Staff	
01-4311-0606-5671	PM- Uniforms	4,870	5,500	5,500	Annual maintenance of Fleet & Facility Maint software TMA	
01-4311-0606-5680	PM- Software Agreement	2,000	5,000	5,000	Continuing education requirements for License renewals Master Elect. Master Plumb/Gas Fitter. Education seminars for Master Mechanics, and Carpenter.	
01-4311-0606-5830	PM- Education/Training	2,000	2,000	2,500		

Town of Exeter

General Fund

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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
	General Expenses Total	44,990	34,156	33,801		
01-4311-0606-7501	PM- Maintenance Projects	106,841	125,000	125,000	See 2014 Project List	
	Capital Outlay Total	106,841	125,000	125,000		
	General Maintenance Total	516,582	554,119	574,449	A	
	Mechanics/Garage:					
01-4311-0615-1110	PG- Sal/Wages FT	102,242	102,241	104,209	2 FT (incl 53rd payroll week)	
01-4311-0615-1200	PG- Sal/Wages PT	27,218	23,401	24,786	1 PT (incl 53rd payroll week)	
01-4311-0615-1300	PG- Sal/Wages OT	695	3,000	3,000		
01-4311-0615-1400	PG- Longevity Pay	1,400	1,400	1,400		
	Salaries Total	131,555	130,042	133,395		
01-4311-0615-2100	PG- Health Insurance	28,868	30,526	33,508	9.78% increase (Non-union change in plan)	
01-4311-0615-2110	PG- Dental Insurance	3,453	3,494	3,494	No increase	
01-4311-0615-2120	PG- Life Insurance	120	120	120	No increase	
01-4311-0615-2200	PG- FICA	8,305	8,063	8,270	Based on wages: 6.2%	
01-4311-0615-2210	PG- Medicare	1,942	1,886	1,934	Based on wages: 1.45%	
01-4311-0615-2300	PG- Retirement Town	9,159	10,449	11,697	Based on wages: 10.77%	
	Benefits Total	51,847	54,537	59,024		
01-4311-0615-4209	PG- Weight Testing/Repair	887	1,000	1,000	Weight test every other year; repair only this year	
01-4311-0615-4210	PG- Vehicle Equipment Stock	8,719	10,000	10,000	Fluids, filters, bulbs, nuts & bolts for all Town Departments	
01-4311-0615-4320	PG- Vehicle Maintenance (inc. tires)	3,534	3,000	3,000	Maintenance Dept vehicles (4) + forklift; increase maint costs due to deferred replacements	
01-4311-0615-5222	PG- Mechanics Tools	2,645	3,000	3,000	Mechanics' allowance 2@\$500/ea, replace Town owned tools; rentals	
01-4311-0615-6260	PG- Fuel	8,165	6,000	6,000	Maintenance Dept vehicles (4) + forklift	
01-4311-0615-6261	PG- Fuel Dispensing System	3,572	23,000	2,500	Gas pump reporting upgraded 2013	
	General Expenses Total	27,522	46,000	25,500		
	Mechanics/Garage Total	210,925	230,579	217,919		
	Recreation Center					
01-4311-0607-4110	PW- Water/Sewer Bills	3,836	1,600	1,600	Pool House, Court St bldg & garage, Town Hse Common	
01-4311-0607-4300	PW- Building Maintenance	6,147	6,800	5,000	Pool House, Court St bldg & garage	
01-4311-0607-6210	PW- Natural Gas	6,210	7,400	7,400		
01-4311-0607-6220	PW- Electricity	8,422	3,500	3,750	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	24,615	19,300	17,750		
	Recreation Center Total	24,615	19,300	17,750		
	Town Hall					
01-4311-0608-4110	PW- Water/Sewer Bills	-	300	300		
01-4311-0608-4300	PW- Building Maintenance	15,914	7,000	7,000	heating system, lighting, door repairs & replacement; renovate band room continuation of FIRE Restoration cosmetic work	
01-4311-0608-6210	PW- Natural Gas- Town Hall	11,944	15,400	15,400		
01-4311-0608-6220	PW- Electricity- Town Hall	5,491	6,500	6,500	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	33,349	29,200	29,200		
	Town Hall Total	33,350	29,200	29,200		
	Town Office					
01-4311-0609-4110	PW- Water/Sewer Bills- TO	588	1,200	1,200		

Town of Exeter
General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4311-0609-4300	PW- Building Maintenance-TO	14,376	6,500	8,000	HVAC, fans, lighting, carpet cleaning, electrical circuits	
01-4311-0609-6210	PW- Natural Gas-TO	8,748	9,900	9,900		
01-4311-0609-6220	PW- Electricity-TO	11,926	11,000	11,000	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	35,638	28,600	30,100		
	Town Office Total	35,638	28,600	30,100		
	Senior Center					
01-4311-0610-4110	PW- Water/Sewer Bills-SR	925	950	950		
01-4311-0610-4300	PW- Building Maintenance- SR	4,174	4,000	4,000	heating system, air conditioners, lighting, plumbing & electrical	
01-4311-0610-6210	PW- Natural Gas- SR	3,498	4,000	4,000		
01-4311-0610-6220	PW- Electricity- SR	4,128	5,200	5,200	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	12,725	14,150	14,150		
	Senior Center Total	12,725	14,150	14,150		
	Safety Complex					
01-4311-0611-4110	PW- Water/Sewer Bills-SC	3,607	4,000	4,000		
01-4311-0611-4300	PW- Building Maintenance-Safety Complex	12,402	12,000	12,000	HVAC, lighting, carpeting, electrical plumbing, overhead doors, 24/7 operation	
01-4311-0611-6210	PW- Natural Gas-Safety Complex	13,178	14,800	14,800		
01-4311-0611-6220	PW- Electricity-Safety Complex	28,541	39,000	39,000	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	57,728	69,800	69,800		
	Safety Complex Total	57,728	69,800	69,800		
	DPW Complex					
01-4311-0612-4110	PW- Water/Sewer Bills DPW Complex	379	700	700	Sewer only (on private well)	
01-4311-0612-4300	PW- Building Maintenance- DPW Com	10,112	9,000	7,000	HVAC, unit heaters, lighting, electrical, overhead doors, waste oil furnace, well & chlorinator, wash bay, admin building, hwy/maint garages, salt barn	
01-4311-0612-6210	PW- Natural Gas-DPW Complex	16,424	19,600	19,600		
01-4311-0612-6220	PW- Electricity- DPW Complex	13,929	13,500	13,500	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	40,844	42,800	40,800		
	DPW Complex Total	40,843	42,800	40,800		
	Train Station					
01-4311-0613-4110	PW- Water/Sewer Bills- Train Station	67	300	300		
01-4311-0613-5000	PW- Supplies- Train Station	67	3,800	3,800		
01-4311-0613-6220	PW- Electricity- Train Station	2,528	4,000	2,900	Fixed price contract for supply; expect delivery inc 2%	
	General Expenses Total	2,662	8,100	7,000		
01-4311-0613-7623	PW- Platform Lease-Train Station	2,956	2,900	4,000		
	Capital Outlay Total	2,956	2,900	4,000		
	Train Station Total	5,617	11,000	11,000		
	Other Town Structures					
01-4311-0614-4303	PW- Powder House Maintenance	887	1,200	1,200	ground and exterior lighting fixtures, flag, pole (subject to vandalism)	
01-4311-0614-4304	PW- Simpson Estate Maintenance	369	1,800	1,200	major maintenance of occupied home	
01-4311-0614-4305	PW- Bandstand Maintenance	1,193	1,200	1,200	electrical upgrades	

Town of Exeter
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Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4311-0614-4308	PW - Historical Society Bldg Maintenanr	4,728	6,000	6,000	heating system, air conditioner, lighting, electrical, plumbing, interior repairs	
01-4311-0614-6220	PM- Other Town Bldgs Electric	168	1,000	2,000	electric utilities for Powderhouse, Bandstand and Simpson Barn	
	General Expenses Total	7,345	11,200	11,600		
	Other Town Structures Total	7,345	11,200	11,600		
	Total DPW Maintenance	945,368	1,010,748	1,016,768	A	
	Total Public Works Budget	4,082,104	4,350,772	4,604,641		
	Welfare					
	Welfare					
01-4441-0710-1200	WE- Sal/Wages PT	47,457	47,415	41,382	Welfare Director (25hrs) (Incl 53rd payroll week)	
	Salaries Total	47,457	47,415	41,382		
01-4441-0710-2100	WE- Health Insurance	12,988	13,833	12,068	9.78% increase (Non-union change in plan)	
01-4441-0710-2200	WE- FICA	2,434	2,940	2,566	Based on wages: 6.2%	
01-4441-0710-2210	WE- Medicare	569	688	600	Based on wages: 1.45%	
	Benefits Total	15,991	17,460	15,234		
01-4441-0710-5000	WE- Supplies	447	210	210	Copy paper, computer ink, notebooks and desk supplies.	
01-4441-0710-5010	WE- Postage	7	50	50	Client/state/agencies - postage	
01-4441-0710-5310	WE- Mobile Communications	185	240	240	For client home visits/ off hours usage	
01-4441-0710-5450	WE- Dues	40	40	40	State local welfare dues	
01-4441-0710-5702	WE- Burial Expense	1,900	1,500	1,500	2 cremations @ 750	
01-4441-0710-5703	WE- Direct Relief	16,643	25,000	27,500	Basic Needs/rent/electricity/oil/gas/food	
01-4441-0710-5800	WE- Travel Reimbursement	179	400	400	Travel to local meetings. State Monthly Meetings in Concord - Seminars	
01-4441-0710-5810	WE- Cont/Room/Meals	112	300	300	2 Conferences - 10 monthly meetings	
	General Expenses Total	19,513	27,740	30,240		
	Welfare Total	82,960	92,615	86,855	A	
	Parks & Recreation					
	Recreation					
01-4520-0801-1110	PR- Sal/Wages FT	172,805	161,972	167,546	Director, Asst. Director and Recreation Coordinator (Incl 53rd payroll week)	
01-4520-0801-1200	PR- Sal/Wages PT	21,665	23,416	24,209	Part time office person 26 hrs per week	
01-4520-0801-1210	PR- Sal/Wages Temp	-	-	500	Camp salaries move to Revolving Fund	
01-4520-0801-1500	PR- Sal/Wages OT	-	-	-	Recreation Coordinator	
	Salaries Total	194,470	185,388	192,255		
01-4520-0801-2100	PR- Health Insurance	58,424	66,454	42,014	9.78% increase (Non-union change in plan)	
01-4520-0801-2110	PR- Dental Insurance	3,635	3,679	1,932	No increase	
01-4520-0801-2120	PR- Life Insurance	347	345	288	No increase	
01-4520-0801-2130	PR- LTD Insurance	926	936	936	No increase	
01-4520-0801-2200	PR- FICA	11,540	11,494	11,920	Based on wages: 6.2%	
01-4520-0801-2210	PR- Medicare	2,699	2,688	2,788	Based on wages: 1.45%	
01-4520-0801-2300	PR- Retirement Town	15,207	15,850	18,099	Based on wages: 10.77%	
	Benefits Total	92,778	101,447	77,976		
01-4520-0801-5000	PR- Supplies	1,443	1,600	1,150	Office supplies: pens, paper, ink and other supplies, Need office furniture	
01-4520-0801-5010	PR- Postage	65	200	150	General office mailing	
01-4520-0801-5450	PR- Dues	-	-	-	Moved to Revolving Fund	

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01-4520-0801-5500	PR- Printing	(307)			Moved to Revolving Fund	
01-4520-0801-5740	PR- Software Agreement				Moved to Revolving Fund	
01-4520-0801-5810	PR- Confl/Room/Meals		1,800	1,300		
	General Expenses Total	1,201	1,800	1,300		
	Recreation Total	288,450	288,635	271,531 A		
	Parks					
01-4520-0802-1110	PK- Sal/Wages FT	54,577	57,923	59,753	2 laborers (Incl 53rd payroll week)	
01-4520-0802-1210	PK- Sal/Wages Temp	16,086	4,000	6,000	Greater demand early April-late August	
01-4520-0802-1300	PK- Sal/Wages OT	4,425	4,500	4,800	Based on 2013 needs	
01-4520-0802-1400	PK- Longevity Pay					
	Salaries Total	75,088	66,423	70,553		
01-4520-0802-2100	PK- Health Insurance	14,032	25,211	29,564	9.78% increase (Non-union change in plan)	
01-4520-0802-2110	PK- Dental Insurance	3,563	1,000	1,000	No increase	
01-4520-0802-2120	PK- Life Insurance	306	120	120	No increase	
01-4520-0802-2200	PK- FICA	4,612	4,118	4,374	Based on wages: 6.2%	
01-4520-0802-2210	PK- Medicare	1,078	963	1,023	Based on wages: 1.45%	
01-4520-0802-2300	PK- Retirement Town	5,059	6,114	6,952	Based on wages: 10.77%	
	Benefits Total	28,650	37,526	43,034		
01-4520-0802-4320	PK- Vehicle Maintenance	5,686	6,000	4,500	New truck should cut down this line	
01-4520-0802-4330	PK- Equipment Repairs	1,497	2,000	750	As we replace old equip. line should decrease	
01-4520-0802-4352	PK- Rec Park Maintenance	1,488	1,500	1,500	playground equip, benches, umbrellas	
01-4520-0802-5090	PK- Equipment Supplies	9,246	8,800	8,800	general day to day expenses and parts	
01-4520-0802-5202	PK- Contracted Services	10,547	10,500	14,980	Weed/feet, Holland Way fence repair \$3K, subcontractor for sites (Budcom removed fence)	
01-4520-0802-5329	PK- Landscaping Supplies	8,753	9,200	10,150	mulch, flowers, etc.	
01-4520-0802-5330	PK- Chem Toilet Rental	723	775	775	lower bid in past	
01-4520-0802-5561	PK- Signs	1,000	1,200	1,200	Rt.111 Welcome, general sign replacement	
01-4520-0802-5671	PK- Uniforms	597	400	400	doing our own now	
01-4520-0802-5875	PK- Equipment Purchase	546	2,200	11,000	mower, power washer	
01-4520-0802-6260	PK- Fuel	9,192	10,000	8,000		
	General Expenses Total	49,275	52,575	62,055		
01-4520-0802-7504	PK- Stewart Park Maintenance	1,385	1,500	1,500	Steward docks installation	
	Capital Outlay Total	1,385	1,500	1,500		
	Parks Total	154,399	158,024	177,142 A		
	Total Parks & Recreation	442,849	446,659	448,673 A		
	Other Culture & Recreation					
	Other Culture & Recreation					
01-4589-0804-8600	OC- Exeter Arts Committee	2,977	3,000	3,000	Arts Committee activity budget, supplies, shows, etc.	
01-4589-0804-8603	OC- Christmas Lights	4,500	5,000	5,000	Donation to Exeter Chamber for Xmas lights downtown	
01-4589-0804-8604	OC- Council on Aging	83	350	350	Supplies, Boston Post Cane ceremonies	
01-4589-0804-8605	OC- Christmas Parade		3,000	3,000	Christmas Parade committee grant	
	Other Culture & Recreation Total	7,559	11,350	11,350 A		
	Swasey Parkway					
01-4194-0116-4330	GG- Swasey Parkway-Maintenance	10,000	10,000	10,000	Mowing and maintenance for Swasey Parkway	
01-4194-0116-6220	GG- Swasey Parkway-Electricity	950	950	950		
	Swasey Parkway Total	10,950	10,950	10,950 A		
	Special Events					
01-4563-0805-8606	SE- Exeter Brass Band	3,500	3,500	3,500	Payments to brass band performers	

Town of Exeter
General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
01-4583-0805-8607	SE- Veteran's Activities	1,856	3,500	3,500	Memorial Day flags, Vets Day flags, Lunch	
01-4583-0805-8608	SE- AIM Fest	7,000	7,000	7,000	Fireworks for AIM Festival	
	Special Events Total	12,356	14,000	14,000	A	
	Total Other Culture & Recreation	30,865	36,300	36,300		
Public Library						
Library						
01-4550-0901-1110	LB- Sal/Wages FT	365,116	432,640	398,340	Wages for Director and FT Staff (FT staff receive 4% inc July) 53rd week	
01-4550-0901-1200	LB- Sal/Wages PT	117,580	76,372	123,263	Wages for PT staff (PT staff receive 3% inc July and 53rd week)	
01-4550-0901-1400	LB- Longevity Pay	8,900	7,300	7,300	Per Library Salary Comp Plan	
	Salaries Total	491,596	516,312	528,903		
01-4550-0901-2100	LB- Health Insurance	104,640	98,784	98,331	9.78% increase (Non-union change in plan)	
01-4550-0901-2110	LB- Dental Insurance	5,759	5,361	5,361	No increase	
01-4550-0901-2120	LB- Life Insurance	450	450	450	No increase	
01-4550-0901-2130	LB- LTD Insurance	1,192	1,209	1,209	No increase	
01-4550-0901-2200	LB- FICA	29,434	32,011	32,792	Based on wages: 6.2%	
01-4550-0901-2210	LB- Medicare	6,884	7,487	7,669	Based on wages: 1.45%	
01-4550-0901-2300	LB- Retirement Town	29,013	43,120	43,687	Based on wages: 10.77%	
01-4550-0901-2500	LB- Unemployment Comp	1,200	840	530	Primex	
01-4550-0901-2600	LB- Workers Comp Insurance	2,452	1,946	2,102	Primex	
	Benefits Total	181,024	191,208	192,132		
01-4550-0901-4110	LB- Water/Sewer Bills-Library	-	2,000	2,000		
01-4550-0901-5547	LB- Public Services	185,302	185,302	190,302		
	General Expenses Total	185,302	187,302	192,302		
	Unassigned Fund Bal Refund	21,865	-	-	Year end return of budget funds	
	Unassigned Fund Bal Refund Total	21,865	-	-		
	Total Library	879,787	894,822	913,337	A	
Debt Service & Capital						
Debt Services						
01-4711-0921-8011	GF- Storm water Separation PH II	-	-	-	2011 Final payment	
01-4711-0921-8014	GF- Conservation Bond	300,000	300,000	300,000	2015 Final payment	
01-4711-0921-8016	GF- Train Stn Storm Sep Bond	57,800	57,800	57,800	2016 Final payment	
01-4711-0921-8017	GF- Epping Rd Water Tank	110,000	110,000	110,000	2028 Final payment	
01-4711-0921-8018	GF- Great Dam	34,944	34,800	34,800	2021 Final payment	
01-4711-0921-8019	GF- Norris Brook Culverts	-	61,250	60,000	2019 Final payment	
01-4711-0921-8258	GF- Jady Hill Phase II Utilities	502,744	33,800	30,000	2019 Final payment	
	GF Debt Service Principle Total	502,744	597,650	592,600		
01-4721-0922-8051	GF- Storm water Sep PH II Interest	-	-	-	2011 Final payment	
01-4721-0922-8054	GF- Conservation Bond Interest	46,800	35,100	23,400	2015 Final payment	
01-4721-0922-8056	GF- Train Stn Storm Sep Bond Interest	12,427	10,057	7,630	2016 Final payment	
01-4721-0922-8057	GF- Epping Rd Water Tank Interest	79,322	76,000	72,678	2028 Final payment	
01-4721-0922-8058	GF- Great Dam Interest	11,491	10,074	9,030	2021 Final payment	
01-4721-0922-8059	GF- Norris Brook Culverts Interest	-	13,671	10,913	2019 Final payment	
01-4721-0922-8258	GF- Jady Hill Phase II Utilities Interest	150,040	6,489	5,038	2019 Final payment	
	GF Debt Service Interest Total	150,040	151,391	128,689		
01-4723-0923-9230	GF- TAN interest	-	5,000	5,000		
	TAN Interest Total	-	5,000	5,000		
	Debt Services Total	652,784	754,041	726,289	A	

Town of Exeter
General Fund

Preliminary Budget FY 2014

Account Number	Description	2012 Actual	2013 Budget	2014 BRC Budget Proposal	Explanation	VERSION #3
Miscellaneous						
01-4194-0117-4313	GG- Disaster Repairs - Insured	-	-	1	Town Hall fire repairs	
01-4196-0117-5010	GG- Postage	-	-	1	Town-wide postage reserve (moved from TM)	
01-4194-0117-5651	GG- Misc Expense	10,207	-	1	Internal audit entry	
	General Expenses Total	10,207	-	3	A	
Vehicle Replacement						
01-4194-0117-7301	GG- CO - Leases	117,432	229,182	244,344	See separate list	
01-4194-0117-7420	GG- CO - Vehicles	279,160	304,898	292,055	See separate list	
	Capital Outlay Total	396,592	534,080	536,399	A	
Capital Outlay-Other						
01-4194-0118-7446	GG- CO- Equipment	48,601	47,477	48,601	SCBA Fire Equipment 5 Yr Lease	
	Capital Outlay Total	48,601	47,477	48,601	A	
	General Government Total	455,400	581,557	585,003		
	Total Debt Service & Capital	1,108,184	1,335,598	1,311,292		
Benefits & Taxes						
Payroll Taxes & Benefits						
01-4155-0931-2140	GG- Insurance Buyout	43,372	52,501	59,640	Health Insurance Buyout (11 employees)	
01-4155-0931-2150	GG- Sick Leave Buyout	45,578	-	-	Non budgeted item	
01-4155-0931-2220	GG- Misc Taxes	-	-	-		
	Payroll Taxes & Benefits Total	88,950	52,501	59,640		
Unemployment						
01-4155-0933-2500	GG- Unemployment Comp	11,375	11,154	7,042	2014 Decrease in UC Insurance	
	Unemployment Total	11,375	11,154	7,042		
Worker's Compensation						
01-4155-0937-2600	GG- Workers Comp Insurance	135,852	147,296	159,080	2014 Decrease in WC Insurance	
	Worker's Compensation Total	135,852	147,296	159,080		
Insurance						
01-4196-0114-5211	GG- Liability Insurance	128,791	116,864	107,457	Includes liability insurance of the Town and NNEPRA train platform insurance	
01-4196-0114-5212	GG- Fleet Insurance	11,161	18,657	9,074		
01-4196-0114-5214	GG- Insurance Deductible	6,187	6,187	6,187		
01-4196-0114-5215	GG- Ins Reimbursed Repairs	-	1	1		
	Insurance Total	146,139	141,709	122,719		
	Total Benefits & Taxes	382,316	352,660	348,481	A	
	Total General Fund	15,541,491	16,619,718	17,357,899	A	

**Town of Exeter
Leases/Vehicles
Preliminary 2014 Budget**

01-4194-0117-7301	GG- CO - Leases	117,432	Engine 2 and Engine 3
		123,912	Ladder Truck
		3,000	Patrol Motorcycle
	Total GF Leases	<u>244,344</u>	
01-4194-0117-7420	GG- CO - Vehicles	75,396	2 Police Patrol Cruisers
		151,846	6 Wheel Dump Truck (#30)
		48,813	Highway Truck #29
		16,000	Jeep Liberty (BI request)
	BRC wants to eliminate	22,985	Plumbing/HVAC Van #12
	Total GF Vehicle purchases	<u>315,040</u>	
		(22,985)	
	Revised BRC Total	<u>292,055</u>	
02-4902-0627-7301	GG- CO - Leases	-	
	Total WF Leases	<u>-</u>	
02-4900-0627-7420	CO- Capital Outlay - Vehicle	85,190	Loader/Backhoe #53
		8,971	1/2 Ton Truck #3
	Total WF Vehicle purchases	<u>94,161</u>	
03-4902-0637-7301	GG- CO - Leases	79,449	Vactor Truck
	Total SF Leases	<u>79,449</u>	
03-4902-0637-7420	CO- Capital Outlay - Vehicle	85,190	Loader/Backhoe #53
		8,971	1/2 Ton Truck #3
	Total SF Vehicle purchases	<u>94,161</u>	

EXETER TOWN WARRANT – 2014

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 1, 2014 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 11, 2014 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 Town Clerk for a 3-year term; 1 Supervisor of the Checklist for a 4-year term; 1 Supervisor of the Checklist for a 1-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 (Andie K. to review)

Article ____ : Zoning Amendment #1:

Article ____ – Bond Issue

To see if the Town will vote to raise and appropriate the sum six million and zero dollars (\$6,000,000) for the design and engineering of a new wastewater facility to be located in the area of Newfields Road. The Town will authorize the issuance of not more than (\$6,000,000) 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 sewer fund (\$6,000,000).

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen

Article ____ – Bond Issue

To see if the Town will vote to raise and appropriate the sum of one-million four hundred thousand and zero dollars (\$1,400,000) for replacement and rehabilitation of water mains on Lincoln Street from Front Street to Main Street, Railroad Avenue, and Winter Street. The Town will authorize the issuance of not more than (\$1,400,000) 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 (\$1,400,000).

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen

Article ____ – Choose Officers

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

Article ____ – Operating Budget

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 **\$17,357,899**. Should this article be defeated, the default budget shall be **\$17,044,304** 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 ____ – Water Operating Budget

Shall the Town of Exeter raise and appropriate as a water 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 **\$2,542,298**. Should this article be defeated, the water default budget shall be **\$2,413,655** 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 ____ – Sewer Operating Budget

Shall the Town of Exeter raise and appropriate as a sewer 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 **\$2,416,547**. Should this article be defeated, the default budget shall be **\$2,436,140** 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 ____ – Exeter Police Association and Town of Exeter Collective Bargaining Agreement

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Exeter Police Association which calls for the following salaries and benefits at the current staffing levels:

Year	Estimated Salary and Benefits Increase
FY14	\$X (\$X)
FY15	\$X (\$X)

And further, to raise and appropriate the sum of _____ dollars (\$X) for the 2014 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 ____ – Exeter SEIU 1984 and Town of Exeter Collective Bargaining Agreement

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Exeter SEIU 1984 which calls for the following salaries and benefits at the current staffing levels:

Year	Estimated Salary and Benefits Increase
FY14	\$X (\$X)
FY15	\$X (\$X)

And further, to raise and appropriate the sum of _____ dollars (\$X) for the 2014 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 ____ - Elliot Property Acquisition

To see if the Town will vote to raise and appropriate, through special warrant article, the sum of one-hundred thirty five thousand and zero dollars (\$135,000) for the purpose of purchasing the Elliot property so called (tax map ____, lot ____+) (the 'Elliot Property') east of Watson Road and west of the Oaklands Town Forest. The total purchase cost is \$135,000, with the following funding sources: 2003 conservation bond proceeds, \$33,510, general taxation, \$26,590, Conservation Commission funds, \$25,000, anticipated grants, \$49,900.

(Majority vote required)

_____ by the Board of Selectmen

Article ___ – Human Service Agencies

To see if the Town will vote to raise and appropriate, through special warrant article, the sum of _____ and _____ dollars (\$_____), for the support of various human service agencies that will serve Exeter residents in 2014:

Agency	Amount
A Safe Place	\$5,500
Area Home Care	\$13,000
Big Brother/Big Sister	\$9,000
Child and Family Services	\$12,000
Crossroads House	\$3,500
Families First	\$3,000
Friends Program (formerly RSVP)	\$2,200
Great Bay Kids	\$2,495
Meals on Wheels – Food	\$9,200
New Generation Shelter	\$2,000
New Outlook Teen Center	\$2,700
Richie McFarland Center	\$9,000
Rockingham Community Action	\$11,000
RSVP Friends Program	\$2,200
Seacoast Family Promise	\$1,500
Seacoast Mental Health	\$8,500
Seacoast VNA	\$5,000
Sexual Assault Support Services (SASS)	\$3,000
St. Vincent De Paul	\$5,000
Womenade of Greater Squamscott	\$2,000
Total	\$109,595

(Majority vote required)

Recommended by the Board of Selectmen

Article ___ – Reserved – Sidewalks Capital Reserve Fund and Funding

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of making capital improvements to town sidewalks including construction and replacement of new town sidewalks, and repair and replacement of existing town sidewalks and to raise and appropriate the sum of *eighty-thousand (\$80,000)* to be placed in this fund and further the Board of Selectmen shall be named agents of the fund and be authorized to make expenditures from the fund.

(Majority vote required)

_____ by the Board of Selectmen

Article ____ – Reserved – Town-wide Facilities Plan

To see if the Town will raise and appropriate the sum of *fifty-thousand dollars (\$50,000)*, for the purpose of conducting a Town-wide Facilities Plan, to include building use recommendations on short and long term needs for all town buildings.

(Majority vote required)

_____ by the Board of Selectmen

Article ____ – Adopt RSA 79-E

To see if the Town will adopt the Community Revitalization Tax Relief Incentive outlined in Chapter 79-E of state law and to designate four commercial areas as meeting the standards for an eligible district as set forth in RSA 79-E:2? (The four districts will consist of areas zoned C-1 “Central Area Commercial” and WC “Waterfront Commercial”. A map of these districts is available on the Town’s website and Town Clerk’s Office.)

Majority vote required.

_____ by the Board of Selectmen

Article ____ – To see if the Town will vote to adopt RSA 162-K of the New Hampshire Revised Statutes, which if adopted will grant the Town authority to establish tax increment financing districts.

Majority vote required.

_____ by the Board of Selectmen

Article ____ – To see if the Town will vote to:

- a) Establish a municipal economic development and revitalization district as shown on a map entitled Proposed Great Downtown Tax Increment Finance District (dated _____, 2013) and which generally encompasses the historic downtown area, portions of the Exeter River, and the commercial areas of Franklin Street and Water Street. The district will have the name of the Greater Downtown Tax Increment Financing District.
- b) Adopt the Greater Downtown Tax Increment Financing Plan, dated _____, 2014, which includes the stipulation that no funds arising from this district will be expended until a more comprehensive and specific plan is adopted by Town Meeting vote.
- c) Authorize the Board of Selectmen to appoint a District Administrator in accordance with the provisions of RSA 162-K:13 and to appoint a _____ member Advisory Board in accordance with the provisions of 162-K:14. The function of the Advisory Board shall be to advise the Board of Selectmen and the District Administrator on the establishment of a more comprehensive and specific development plan for the District, and to then advise and assist in the implementation of that plan, once approved by Town Meeting.

Majority vote required.

_____ by the Board of Selectmen

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

Given under our hands and seal this _____th day of January, 2014.

Don Clement, Chairman

Daniel W. Chartrand, Vice-Chairman

Julie Gilman, Clerk

Matt Quandt

Frank Ferraro

We certify that on the _____st of January, 2014, 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, 2014.

Don Clement, Chairman

Daniel W. Chartrand, Vice-Chairman

Julie Gilman, Clerk

Matt Quandt

Frank Ferraro

LEASE

THIS LEASE, created under NH RSA Chapter 41, Section 11-a, effective on the 1st day of January, 2011, but actually executed on the 25th day of April, 2011, by and between the TOWN OF EXETER, a municipal corporation in the County of Rockingham and State of New Hampshire, hereinafter called the Lessor, and the EXETER HISTORICAL SOCIETY, a voluntary organization legally constituted under the laws of the State of New Hampshire, of said Exeter, hereinafter called the Lessee,

WITNESSETH

That in consideration of the rents and agreements to be paid and performed on the part of the Exeter Historical Society, the Town of Exeter as Lessor does hereby lease and demise unto the Lessee:

A certain building and tract of land of the Lessor situate in said Exeter, known as the Old Library Building, so-called, and more particularly described as No. 47 Front Street, Exeter, New Hampshire, said location being recorded in the Town of Exeter Tax Map No. 09-09, Block No. 6, Parcel No. 2.

TO HAVE AND TO HOLD the same unto the Lessee for a term through January 1, 201~~7~~⁹ from the first day of January, 201~~4~~⁹, the said Lessee paying therefore the annual rent of \$1,200 dollars payable annually (\$1,200), at the rate of \$100.00 per month, the first payment to be made at the inception of this Lease, without proration and subsequent payments to be made on the first day of each fiscal year thereafter during the term of this lease. It is further understood and agreed that the Lessor and Lessee shall decide, ~~ten years~~ one year before the expiration originally agreed upon or to modify the terms regarding such expiration date.

The Lessee hereby covenants and agrees with the Lessor as follows:

1 (a) That it will pay the rent to the Lessor in the sum of one hundred (\$100.00) dollars per month payable on the first working day of January annually during the term of this lease.

1 (b) The Lessor shall provide routine maintenance pertaining to the longevity and safe operation of the building and grounds in accordance with applicable building codes.

All maintenance responsibilities of the Lessor shall be conducted within the Lessor's discretion and subject to available funding.

The Lessee shall continue to be responsible for custodial services, trash removal, and minor maintenance in conjunction with cleaning.

1 (c) That no interior or exterior alterations to the building will be made without the express approval of the Town of Exeter through the Board of Selectmen or their authorized designee;

The Lessor hereby covenants and agrees with the Lessee as follows:

2 (a) That the Lessee paying the rent and observing and performing the covenants hereinbefore reserved and contained shall peaceably and quietly enjoy the said land and shall not be disturbed in its possession thereof by any act of the town or any person claiming by, from or under the town.

2 (b) That the Lessee may alter the interior of the present building to accommodate the change in use subject to the provisions of paragraphs 1 (c). Upon expiration of the Lease, the Lessee is required to return the building in a clean and well-maintained condition.

2 (c) That the Lessee may accept fees for certain activities and events subject to the applicable town rules and regulations governing the rental and use of such space at the time of the event or rental. In addition, the Lessee may use the subject premises for storage of documents and personal property as may be legally permissible for similarly situated buildings at the time of such uses.

It is mutually agreed between the Lessor and Lessee as follows:

3 (a) That in the event that the Lessee shall violate any of the conditions of this Lease and other agreements and does not discontinue said violation or remedy any existing condition within forty (40) days following notice by the Lessor to the Lessee, this Lease shall terminate and the Lessor may enter and expel the Lessee without further notice.

- 3 (b) That insurance liability, both indemnity and casualty, will be separately carried by Lessor and Lessee, with a specific listing and identification of the town's property, other than land and building, as set forth in Appendix B; the Lessee will be responsible for obtaining building insurance in at least the amount recommended for the leased building by an insurance agent acceptable to the Town and subject to periodic review as determined by such agent. The Lessee shall be responsible for the determination of the procurement of insurance for the Lessee's contents in the leased building. A certificate of insurance shall be provided to the Lessor, naming the Town of Exeter as co-insured, on the anniversary date of coverage each year.
- 3 (c) That the Lessor places no restrictions on the Lessee's use of the building provided that the Lessee utilizes the building in accordance with the Lessee's charter purposes at the time of Lease Agreement. The Lessee will act in accordance with its status as a New Hampshire Not-for-Profit corporation and of any other present or future statutory requirements. See attached Exhibit A- Exeter Historical Society By-Laws.
- 3 (e) ~~That in the event of the liquidation or disbandment of the Society before the lease ends, the personal property of the Lessee shall become the property of the New Hampshire Historical Society with the exception of the deed from totems of Indian Sagamores to Reverend John Wheelwright dated April 3, 1638. The deed shall become the property of the Town of Exeter.~~ The liquidation or disbandment of the Society before the Lease ends shall also automatically terminate said Lease and no further rental payments will be owed. The Lessee will be required to vacate said premises at its own expense. In the event of a substantial change in the Lessee's charter after the time of signing of the Lease, the Lessor will have the option of terminating the Lease, or renegotiating the Lease terms. This option is to be exercised solely by the Lessor.
- 3 (f) Either party may terminate this Agreement by giving the other a written thirty (30) day notice with the reasons therefor.
- 3 (g) Force Majeure. If, during the life of the agreement, the demised premises shall be substantially damaged by fire, the elements, an act of God, or any other cause not the fault of the Lessee, and, if the insurance does not cover the cost of repairs, neither party shall be held liable; the Town has the option to cancel the Lease and make appropriate repairs to the building, unless the Lessee elects to make such appropriate repairs not covered by insurance within a reasonable time of the loss at the Lessee's expense. Such repairs would not be deemed reimbursable to the Lessee by the Lessor at the termination of the Lease.

IN WITNESS WHEREOF, the Town of Exeter, by its Board of Selectmen duly authorized, and Exeter Historical Society, by its Officers duly authorized, have interchangeably set their hands to

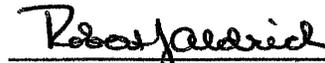
3(2)

The Town and the Exeter Historic Society agree that this lease shall automatically renew for one additional five year term; provided however, that the Town or the Exeter Historic Society may terminate and cancel that additional five year extension by giving written notice to the other one hundred twenty days prior to the end of the initial five year term.

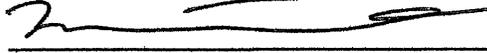
this and one other instrument of like tenor and date on the day and year of execution above-written.

Signed, Sealed and Delivered in the presence of:

TOWN OF EXETER

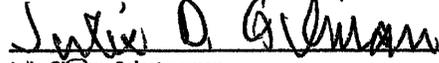


Robert Aldrich, Chairman

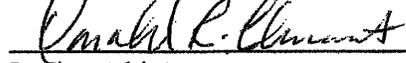


Matt Quandt, Vice Chairman

Frank Ferraro, Clerk

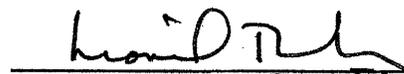


Julie Gilman, Selectwoman

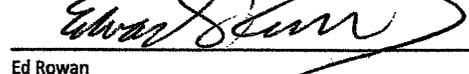


Don Clement, Selectman

EXETER HISTORICAL SOCIETY

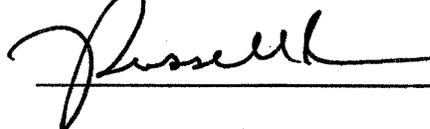


Lionel Ingram



Ed Rowan

WITNESS



EXETER HISTORICAL SOCIETY BY-LAWS

ARTICLE I. NAME AND LOCATION

The name of this organization shall be the Exeter Historical Society (the "Society"). The Society is physically located at 47 Front Street in Exeter, New Hampshire.

ARTICLE II. MISSION

The mission of the Society is to serve as the steward of and advocate for the history of Exeter, New Hampshire.

ARTICLE III. MEMBERSHIP

A. Membership in the Society is open to any person interested in the history of Exeter who intends to further the business and purposes of the Society and to abide by the rules thereof.

B. Classes of Membership and dues to be paid will be determined by the Board of Trustees (the "Board") from time to time.

C. Membership shall be terminated automatically for nonpayment of dues, after a delinquency of one month following the mailing of a second notice of fee due. Membership may also be terminated for cause pursuant to a hearing before the Executive Committee.

ARTICLE IV. BOARD OF TRUSTEES

- A. Responsibilities and power: The Board shall be the governing body of the Society for administering assets owned by or in the possession of the Society, and for establishing long-range fundamental policies and priorities. The Board shall hold for the Society all property received by gift or bequest with the power to hold, sell, convey, invest, reinvest or expend in furtherance of the purposes of the Society. Conditions attached by the donor to such a gift or bequest are subject to prior approval by the Board.
- B. Composition: The Board shall consist of no fewer than nine or more than fifteen members of the Society. The Trustees shall be elected to serve three year terms in classes of three to five each, so arranged that one class be elected each year. The Board shall also appoint two high school student Trustees, a Senior and a Junior, for overlapping two year terms, The Senior will have voting privileges.
- C. Nominations and Election: The Nominating Committee shall propose to the Board candidates to serve as Trustees. The Board shall endorse the candidates by majority vote. The names shall be distributed to all members of the Society at least one month prior to the annual meeting. Provisions shall be made for nominations from the floor. Election shall be by a majority of the Members voting at an annual meeting either in person or by proxy.
- D. Vacancies: A vacancy on the Board may be filled by a majority vote of the Board. A Trustee so chosen shall hold office until the next annual meeting, at which time any unexpired portion of the term shall be filled by the normal election process.

- E. Conflict of Interest: Board members shall be bound by the requirements of NH RSA 7:19:11 and RSA 7:19-A and by the provisions of the Internal Revenue Code and by regulations pertaining to pecuniary benefit transactions. The Board shall adopt a Conflict of Interest policy and all Board Members shall sign annually.
- F. Resignation: Any Board member may resign at any time. Such resignation is to be made in writing and to take effect from the time of receipt by the Chairman unless some other time is fixed in the resignation. A member who misses three consecutive meetings of the board without leave from the Chairman is considered to have resigned from the Board.
- G. Removal: A member of the Board may be removed by a two-thirds vote of the Board; however no such vote may be taken until a written petition for removal is filed with the Board and the person whose removal is sought receives notice of said petition by first class mail. Further, said person shall be given the opportunity to make an oral or written response to the Board within fourteen (14) days of the mailing of the notice. Any meeting called to include the vote on the removal of such a person shall not be held until the fourteen days provided for the above have elapsed.
- H. Honorary Trustees: The Board may designate individuals with distinguished service to the Society as Honorary Trustees. Honorary trustees shall be invited to all meetings of the Board but may not vote

ARTICLE V. OFFICERS OF THE SOCIETY.

- I. Enumeration: The Officers of the Society shall be a Chairman of the Board of Trustees, Two Vice Chairmen, A Secretary and a Treasurer. The Officers shall be elected for a one-year term by the Board.
- J. Chairman of the Board of Trustees: The Chairman shall preside at meetings of the Board, the Society, and the Executive Committee. The Chairman shall be responsible for the overall direction of Society activities in accordance with policy set by the Board. The Chairman shall employ staff to perform functions as determined by the board and to see that appropriated job descriptions are on file. The Chairman shall conduct an annual review of employees, and report the review and recommendations on compensation and conditions of employment to the Board.
- K. The Vice Chairman for Finance shall supervise, in accordance with guidance from the Board and the Chairman, all financial activities of the Society including all fund raising not directly related to programs. The Vice-Chairman shall serve as Chair of the Budget and Finance Committee and shall oversee the implementation of all financial policies approved by the Budget and Finance Committee and by the Board. The

- Vice Chairman for Finance shall perform those duties assigned by the Chairman and shall preside at meetings in the Chairman's absence.
- L. The Vice Chairman for Programs shall supervise, with guidance from the Board and the Chairman, the Programs of the Society and the activities of the volunteers. The Vice-Chairman for Programs shall also perform those duties assigned by the Chairman.
 - M. Secretary: The Secretary shall ensure that the Board is acting in accordance with these bylaws and maintain records of meetings of the Membership, of the Board, and of the Executive Committee. The Secretary shall perform other duties as prescribed from time to time by the Board.
 - N. Treasurer: The Treasurer shall ensure that the Board receives, at such times and in such form as the Board shall require, accounting reports, budgets, audits, long-range financial plans and financial policy statements. The Treasurer shall prepare a yearly report on the financial status of the Society to be delivered at the annual meeting and shall oversee all filings required by the State of New Hampshire, the Internal Revenue Service, and other federal and state agencies. The Treasurer shall hold all funds and securities of the Society in appropriate accounts. Withdrawal of funds from investments, other than from operating funds in the Society's checking account, shall require the signature of the Chairman or either Vice-Chairman in addition to that of the Treasurer.

ARTICLE VI: MEETINGS

- O. Annual Meeting: The Annual Meeting of the Society shall be held in May.
- P. Special Meetings: A Special Meeting of the Society shall be held upon written request filed with the Secretary of at least six Trustees or at least twenty-five members of the Society.
- Q. Meetings of the Board: The Board shall meet at least six times annually.
- R. Notice: A Notice of Meetings of the Society shall be mailed to members at least fourteen days prior to the date of the meeting. A notice of meetings of the Board shall be sent to Trustees by mail, fax, or e-mail at least five days prior to the date of the meeting. Meeting notices shall give the place, date, and hour of the meeting and any further information required by these by-laws.
- S. Quorum: At any meeting of the Society, twenty-five members present in person or by proxy shall constitute a quorum. At any meeting of the Board, a majority of all Trustees then in office shall constitute a quorum for the transaction of business. At any meeting of the Executive Committee three officers shall constitute a quorum for the transaction of business. If a quorum is not present, any meeting may without further notice be adjourned to a specific date.

- T. Voting: Questions arising at any meeting of the Society shall be decided by a majority of those present or by proxy duly executed on a form provided by the Society for that purpose. Questions arising at any meeting of the Board or its committees shall be decided by a majority vote of those present except as otherwise required by law or by these by-laws.

ARTICLE VII: COMMITTEES

A: Executive Committee: The Executive Committee shall consist of the five officers of the Society. The Committee's powers shall be used only as necessary and appropriate on routine business or on emergency matters that cannot or should not be delayed until the Board's next regularly scheduled meeting or until a special Board meeting should be called. Questions at any meeting of the Committee shall be decided by a majority of members then in office. The Executive Committee shall have authority to act for the Board on all matters except the following, which shall be reserved to the Board: filling Trustee vacancies and selection of officers; changing the mission and purpose of the Society; incurring indebtedness, secured or unsecured; establishing or amending investment policies; selling real or personal property of the Society; and adopting the annual budget. These By-laws or other Board policies may reserve additional powers to the Board.

B: Special Committees: There may be appointed by the Chairman, with approval of the Board, special committees as needed. The names of these and all other chairmen shall be communicated to the Society membership in the yearly meeting.

C: Permanent Committees: The Chairman shall appoint a Budget and Finance Committee and a Program Committee with the approval of the Board. The Nominating Committee shall consist of the trustees in the class whose term is longest before expiration.

D. Budget and Finance Committee: The Budget and Finance Committee, in accordance with policy set by the Board, shall have general supervision over the finances of the Society and the receipt and disbursements of its funds and the accounting thereof. It shall prepare and submit to the Board, at such times and in such forms as the Board shall require, comparisons of income and expenditure with approved annual budgets, proposed budgets for the next fiscal year, long-range financial plans, and statements of financial policy. The Committee shall have charge of the investment of the Society's funds through an outside investment advisor.

E: Program Committee: The Program Committee, working with staff, shall develop public presentations and activities and, with the advice and consent of the Budget and Finance Committee, organize fund raising events.

F; Nominating Committee: The Nominating Committee shall present a slate of nominations for elections as Trustees at the Annual Meeting and a slate of officers at the first Board Meeting following each Annual Meeting.

ARTICLE VIII: EFFECTIVE DATE

These By-laws will become effective and will supersede all previous laws of the Society at the time of the elections at the 2011 Annual Meeting.

ARTICLE IX: FISCAL YEAR

The Fiscal Year of the Society shall commence on January 1 and close on December 31 each year.

ARTICLE X: TAX EXEMPT QUALIFICATIONS

A: The purposes of the Society shall not be altered or amended in any way that will cause the Society to lose its status as a tax-exempt organization under the provisions of Section 501 C (3) of the Internal Revenue as it now exists or as it may be amended from time to time.

B: In the event that the Society should decide to terminate its activities and to dissolve as an organization, all assets held in the Society's name, both fiscal and material, should thereupon be entrusted to the New Hampshire Historical Society.

ARTICLE XI: AMENDMENTS

Amendments to these By-laws may be made at a regular or special meeting of the Society after notice of the proposed amendment has been distributed to all members at least two weeks in advance. The presence of twenty-five members in person or by proxy shall constitute a quorum and a majority of those voting shall be required for passage.

Approved at Annual Meeting, May 4, 2011

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: Fogg Rollins
DATE: November 27, 2013

Ed Rowan contacted me recently regarding the Fogg Rollins estate and the status of the Town's acceptance of the cemetery. In a recent meeting the Board had indicated it was OK in principal with acceptance. The issue of public access was discussed and various ways to deal with this issue.

After further review by counsel, it was indicated to me that the Town could enter into a basic agreement with the property owner regarding access to maintain, and that public access was not a necessity. They proposed an agreement of this kind would be similar to a license, by which the Town is granted access to the property for the purposes of maintaining the cemetery.

The purpose of Monday night's discussion is to see whether the Selectmen are interested in pursuing this option. If so, we would contact the property owner Mr. McCarthy.

4/6 for 11-18-13 BOS meeting

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

COPY

pg 2/5 of #69 Hayes

Please Print:

Full Name: Paule Fortier
Mailing Address: 61 Hayes MHP
Exeter, NH 03833
Service/Property Address: same as above

Today's Date: 9/5/13
Account Number: 12121822
Route Number: _____
Phone Number: 603-772-5190

Utility Abatement Requested for: Water Sewer
Date of Bill: 8/30/13 Billing Period from 5/8/13 to 8/20/13
Water & Sewer X
Amount of Bill: \$ 507.55

Owner's reason for the abatement request (Please be as specific as possible): *First I don't have the money and my monthly income is not that great. If I had the money I'd pay for it. I did not know that my toilet was leaking. A plumber took care of the toilet. I paid the bill for \$73.17*

Rate payer is very hard of hearing, only the 90 day bill alerted him to problem.
Paul Fortier 9/5/13
Signature of Applicant Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 9/30/13
Comments: _____

Dept. of Public Works Recommendation: X Disapprove Approve
W/S Advisory Committee Recommendation: $\left(\frac{10-9}{13}\right)$ X Disapprove Approve
Board of Selectmen Recommendation: $\left(\frac{11-12}{13}\right)$ Disapprove Approve

Abatement Amount: \$ _____

New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

3/6 for 11-18-13 BOS meeting

COPY

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

PJ 3/4 of #2 Allen St.

Please Print:

Full Name: Leonard Willis
Mailing Address: 2 Allen Street
Exeter, NH 03833
Service/Property Address: same as above

Today's Date: 9/12/13
Account Number: 121229700
Route Number: _____
Phone Number: 781-775-3724

Utility Abatement Requested for: Water _____ Sewer _____
Date of Bill: 7/1/13 Billing Period from 2/12/13 to 5/8/13

Water & Sewer
Amount of Bill: \$ 569.24

Owner's reason for the abatement request (Please be as specific as possible): **Over 500% increase in a span where nothing changed, except Water/Sewer Dept. access to change meter**

• *31/96 days of "leaks" noted on data logger, m/f*
Signature of Applicant: Leonard Willis

Date: 9/12/13

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 9/30/13
Comments: _____

Dept. of Public Works Recommendation: Disapprove Approve
W/S Advisory Committee Recommendation: $(\frac{10-9}{13})$ Disapprove Approve
Board of Selectmen Recommendation: $(\frac{11-18}{13})$ Disapprove Approve

Abatement Amount: \$ _____
New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Pg 3/5 of #53 Hampton

Please Print:

Full Name: Martha & Robert Judson
Mailing Address: 53 Hampton Road
Exeter, NH 03833
Service/Property Address: same as above

Today's Date: 9/20/13
Account Number: 131374600
Route Number: _____
Phone Number: 603-778-8824

Utility Abatement Requested for: Water _____ Sewer _____
Date of Bill: _____ Billing Period from 5/7/13 to 8/20/13

Water & Sewer X
Amount of Bill: \$ 741.01

Owner's reason for the abatement request (Please be as specific as possible): *We are requesting an abatement because of unknown (to us) problems with a toilet. When I called to inquire regarding the very high usage, a leak test was done and determined that this was the cause. This was repaired immediately. We are retired and on a fixed income and paying the \$741.01, but creates a financial hardship. I paid \$100.00 on account 9/20/13*
• Repair receipt was \$161.50. mj • 5/3/13 intermittent and/or continuous leaks noted on data logger. mj

Signature of Applicant Martha Judson _____

Date 9/20/13

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube _____ Date of Review: 9/30/13 _____
Comments: _____

Dept. of Public Works Recommendation: X Disapprove _____ Approve _____
W/S Advisory Committee Recommendation: (10-9/13) X Disapprove _____ Approve _____
Board of Selectmen Recommendation: (11-18/13) _____ Disapprove _____ Approve _____

Abatement Amount: \$ _____

New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

7/5 for 11-18-13 BOS meeting

COPY

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Pg 2/3 of #44 Hampton Rd.

Please Print:

Full Name: Hampton Hall Realty Trust
Mailing Address: 1423 Mammoth Road
Dracut, MA 01826
Service/Property Address: 44 Hampton Road
Exeter, NH 03833

Today's Date: October 2013
Account Number: _____
Route Number: _____
Phone Number: 603-765-9791

Utility Abatement Requested for: Water _____ Sewer X Water & Sewer X
Date of Bill: _____ Billing Period from 5/30/13 to 8/20/13 Amount of Bill: \$ 800.89

Owner's reason for the abatement request (Please be as specific as possible): *There was an accident in the cellar. The water was left on and filled the dirt cellar up to three feet. We would like abatement. Thank you in advance.*

Robert Matthews
Signature of Applicant

10/7/13
Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 10/8/13
Comments: _____

Dept. of Public Works Recommendation: X Disapprove _____ Approve
W/S Advisory Committee Recommendation: (10-9-13) Disapprove X Approve (*Sewer only*)
Board of Selectmen Recommendation: (11-18-13) Disapprove _____ Approve

Abatement Amount: \$ 144.31

New bill total: \$ 656.58

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

6/6 for 11-18-13 BOS meeting
Town of Exeter

Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Scott & Anne Cerratto
Mailing Address: 24 Pleasantview Drive
Exeter, NH 03833
Service/Property Address: 5 Chestnut Street
Exeter, NH 03833

Today's Date: 9/25/13
Account Number: 111107900
Route Number: _____
Phone Number: 781-775-3724

Utility Abatement Requested for: Water _____ Sewer _____
Date of Bill: 8/30/13 Billing Period from 5/8/13 to 8/20/13

Water & Sewer X
Amount of Bill: \$ 1,803.61

Owner's reason for the abatement request (Please be as specific as possible): *Tenants did not advise us that there were leaks. In one apt. the toilet had been running continuously in July. It wasn't until the downstairs neighbor told us that she heard the toilet running that we found out. As soon as we were made aware, we had a plumber fix the leak on 7/26/13. When we received a bill \$1,000 more than previous bills, the Water Department read our meter which showed that we had continuous leaks in the apartment. We were not told of these leaks and had a plumber come to repair them.*

** Data logger indicated a continuous leak for 96 of 96 days - mj*

Scott & Anne Cerratto
Signature of Applicant

9/25/13
Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 9/30/13
Comments: _____

Dept. of Public Works Recommendation: X Disapprove _____ Approve
W/S Advisory Committee Recommendation: X Disapprove (11-6-13) _____ Approve
Board of Selectmen Recommendation: (11-18-13) _____ Disapprove _____ Approve

Abatement Amount: \$ _____

New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

5/6 for 11-18-13 BOS meeting
Town of Exeter

Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Robyn & Art Pierce
Mailing Address: 1 Heritage Way
Exeter, NH 03833
Service/Property Address: same as above

Today's Date: 10/15/13
Account Number: _____
Route Number: _____
Phone Number: 603-583-5788

Utility Abatement Requested for: Water Sewer Water & Sewer
Date of Bill: Sept. 2013 Billing Period from 6/18/13 to 9/23/13 Amount of Bill: \$ 712.92

Owner's reason for the abatement request (Please be as specific as possible): *Water usage seems excessive (only in home 1 year) compared with leak test done by Desiree and showed we had leak in girls bathroom toilet. Replaced with new one flush valve insert*

** Data logger recorded 16 of 96 days as "leaks" m.f.*

Signature of Applicant: Robyn J Pierce Date: 10/28/13

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 11/5/13
Comments: _____

Dept. of Public Works Recommendation: Disapprove Approve
W/S Advisory Committee Recommendation: Disapprove (11-6-13) Approve
Board of Selectmen Recommendation: (11-18-13) Disapprove Approve

Abatement Amount: \$ _____

New bill total: \$ _____

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____



Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-772-4709 or emailed: townmgr@town.exeter.nh.us

Facility Requested: Town Hall (Main Floor) Town Hall Stage Bandstand

Signboard Requested: Poster Board Week: Plywood Board Week:

Representative Information:

Name: Richard Hotaling Address: 11 Oakland Rd
Town/State/Zip: Exeter/NH/03833 Phone: 603-778-8566
Email: rhotaling@comcast.net Date of Application: 11/26/2013

Organization Information:

Name: Richard Hotaling Address: 11 Oakland Rd
Town/State/Zip: Exeter/NH/03833 Phone: 603-778-8566

Reservation Information:

Type of Event/Meeting: Acoustic Music Performances Date: 1/18/2014
Times of Event: 2 - 6 PM Times needed for set-up/clean-up: 12 Noon - 6PM
of tables: _____ # of chairs: 100

List materials being used for this event: _____

Will food/beverages be served? No Description: _____

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$75.00 per day, a payment of \$250 may be required for use of main floor and stage for more than a single day. You may request a waiver of the rental fee in writing.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Date: 11/26/13

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Will receive by _____

Fee: Paid Will pay by _____ Non-profit fee waiver requested



Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-772-4709 or emailed: twmMgr@town.exeter.nh.us

Facility Requested: Town Hall (Main Floor) Town Hall Stage Bandstand

Signboard Requested: Poster Board Week: _____ Plywood Board Week: _____

Representative Information:

Name: Susan Baillangeon Address: Exeter Fine Dept
Town/State/Zip: 20 Court St Phone: 773-6131
Email: sbaillangeon@exeter.nh.org Date of Application: 11/25/13

Organization Information:

Name: Exeter Fine Dept Toy Bank Address: _____
Town/State/Zip: _____ Phone: 773-6131

Reservation Information:

Type of Event/Meeting: wrapping party Date: 12/17/13
Times of Event: NOON - 9:00 Times needed for set-up/clean-up: _____
of tables: all Avail. # of chairs: _____
List materials being used for this event: wrapping supplies
Will food/beverages be served? yes Description: pizza & cookies - foyer

* Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$75.00 per day, a payment of \$250 may be required for use of main floor and stage for more than a single day. You may request a waiver of the rental fee in writing.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Susan Baillangeon Date: 11/25/13

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Will receive by _____

Fee: Paid Will pay by _____ Non-profit fee waiver requested

* please waive fees, we are a town dept providing christmas for area children. Thank you

Warrants

Type	Checks Dated	Amount
AP	11/15/2013	\$351,325.06
Payroll	11/13/2013	\$85,060.45
Payroll	11/13/2013	\$179,633.03
Payroll	11/20/2013	\$161,876.57
AP	11/22/2013	\$38,060.24
Payroll	11/20/2013	\$1,555.84
AP	11/22/2013	\$243,678.40

Subj: **Interest on water bills**
Date: 11/12/2013 12:06:05 P.M. Eastern Standard Time
From: Fieldsendb@aol.com
To: mquandt@exeternh.gov

Dear Matt, Don, Julie, Frank and Dan,

As a large water user in Exeter, I pay considerable interest if my bill is not paid on time. I thought there was a state law that interest had to be assessed on overdue bills. Am I wrong? Why do I pay interest and the mobile home park does not?

Brian Fieldsend

A handwritten signature in black ink, appearing to read "Brian Fieldsend". The signature is written in a cursive style with a large, looping initial "B".



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

FYI

MARGARET WOOD HASSAN
Governor

November 13, 2013

Chief Brian Comeau
Exeter Fire Department
20 Court Street
Exeter, NH 03833

Dear Chief Comeau:

I am pleased to appoint you to the State Advisory Council on Emergency Preparedness and Security. This term serves at the pleasure of the Governor.

State laws require individuals appointed to boards and commissions to file a statement of financial disclosure. Enclosed you will find a notification regarding financial disclosure requirements and a financial disclosure form. This form must be filed with the Secretary of State's Office within 14 days. We have enclosed a mailing envelope for your convenience.

What I love most about New Hampshire is the all-hands-on-deck ethos of our people. I greatly appreciate your willingness to devote your time, energy, and expertise to serve your fellow citizens as a member of this board.

With every good wish,

A handwritten signature in black ink that reads "Maggie Hassan".

Margaret Wood Hassan
Governor

CC: Director Perry Plummer
Enc.



Town Manager's Office

NOV 25 2013

Received

568 Portsmouth Avenue • P.O. Box 676 • Greenland, NH 03840 • Phone/Fax 603.436.4989 • www.newgennh.org

November 4, 2013

Town of Exeter
Attn: Mr. Russell Dean, Town Manager
10 Front Street
Exeter, NH 03833

Dear Mr. Dean,

Thank you so much for your \$500 donation to New Generation homeless shelter. In the face of decreased funding from all around, your support is more crucial than ever. Your support enables us to provide shelter, food, transitional housing, case management, re-housing services, parenting education, life-skills coaching, and transportation to homeless pregnant and newly parenting women and their infants in need.

Since 1987, New Generation has helped change the lives of over 700 women and babies. In the last year alone, we have provided over 3,800 nights in a warm bed, 11,000+ nutritious meals, and over 250 hours of one-on-one case management. We focus on each person, providing the individual attention they deserve, to help empower them to achieve success and happiness in their lives. As one of our former residents describes, *"When I became pregnant I was scared and all alone. I felt so confused and unsure of the way my life would be. I went to a home that helped me. They taught me how to change; they picked me up and let me in...they loved me and nurtured me."*

On behalf of the women and children we serve, thank you for your commitment to helping those less fortunate in our community. To learn more, please visit us at www.newgennh.org or follow us at www.facebook.com/newgenerationshelter. And please do not hesitate to contact me directly at (603) 436-4989 or director@newgennh.org if you have questions, or would like to tour our facility.

Warmly,

Jennifer Bisson
Executive Director of Fundraising

Marcy
Thanks to the Town of
Exeter!

FOR YOUR TAX INFORMATION

Tax ID# 02-0409655

No goods or services of any kind were provided in exchange for this gift.

Amount: \$500

Check Date: September 20, 2013

Check #: 00021828

If you wish for this gift to remain anonymous, please contact our office at (603) 436-4989 or email office@newgennh.org

Russ Dean
Exeter Town Manager

Wed. Nov 6, 2013

Dear Mr Dean,

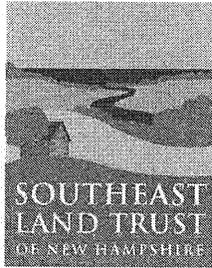
I am writing to complain about the high water level on Little River next to Brentwood Rd, Route 111A. As you know this is due to the beaver dam behind the new homes. It was last removed many years ago before the homes were built.

The water level has been approaching the road for the last few years. In the past heavy rain storms have flooded over the road and at times closed the road to traffic and homes and emergency equipment. I fear this will happen again.

Because of the water level there is now standing water on both sides of the road throughout the meadow and the woods. This will continue to be a great breeding grounds for mosquitoes and the consequences of those mosquitoes: Eastern Equine Encephalitis and West Nile Virus.

Please do what you can to get this dam torn down by the town or by the state to help the safety of the town.

Sincerely,
Thomas Oxnard MD
5 Greenleaf Drive
Exeter, NH 03833



*Formed by the merger of the Rockingham Land Trust and Seacoast Land Trust
to conserve the significant land and natural resources of southeastern New Hampshire*

Mike Favreau, Director
Exeter Parks and Recreation
32 Court Street
Exeter, NH 03820

November 19, 2013

Dear Mike,

After notifying the NH Attorney General, Director of Charitable Trusts, and receiving a "no action letter" dated November 14, 2013, the Land Trust gives permission for the Exeter Junior Baseball League to upgrade the existing dugouts as described and shown in Option A in the letter dated January 12, 2012. This includes a 6-foot high chain link fence enclosure, approximately 6-foot deep by 20-foot long with a new aluminum bench.

Please note the replacement of the existing bench by an **in kind** bench is allowed under Section 5.A.iii. of the conservation easement which states "Existing structures and improvements within Area A, as documented in the Baseline Documentation Report and shown on the Existing Conditions Plan, may be maintained, repaired, and replaced in kind."

We also ask that the Exeter Junior Baseball League notifies the Land Trust regarding when they will begin the upgrade.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Deborah Goard".

Deborah Goard
Easement Stewardship Manager

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL

ANN M. RICE
DEPUTY ATTORNEY GENERAL



November ¹⁴ 8, 2013

NOV 15 2013

Brian Hart
Executive Director
Southeast Land Trust of New Hampshire
PO Box 675
Exeter, NH 03833-0675

Re: Gilman Park Conservation Easement Proposed Use

Dear Mr. Hart:

Thank you for your letter of September 12, 2013 regarding the proposed use of discretionary approval to allow for additional fencing in the baseball field dugouts at Gilman Park.

The Conservation Easement Deed, Trustees of Gilman Park to Southeast Land Trust of New Hampshire, contains the following provision:

“A. The Grantee’s consent for activities otherwise prohibited herein may be given under the following conditions and circumstances. If, owing to unforeseen or changed circumstances, any activity otherwise prohibited or limited by the terms of this Easement is deemed desirable by the Grantor and the Grantee, the Grantee may, in its sole discretion, give permission for such activities, subject to the limitations herein. The Grantor’s request for permission shall be in writing and shall describe the proposed activity in sufficient detail to allow the Grantee to judge the consistency of the proposed activity with the Purposes of this Easement. The Grantee may give its permission only if it determines, in its sole discretion, that such activities (i) do not violate the Purposes of this Easement; and (ii) either enhance or do not impair any significant conservation interests associated with the Property. Further, such approvals may be made only after notification to the New Hampshire Attorney General, Director of Charitable Trusts, State of New Hampshire, who shall have thirty (30) days to review and comment on any proposed approvals under this Section 14.A in the context of the charitable gift of Daniel and Minnie Gilman.”

The Town of Exeter Recreation Department and the Southeast Land Trust have been asked to permit the installation of approximately 26 feet of additional fencing to the dugouts in Gilman Park for purposes of providing safety to the players.

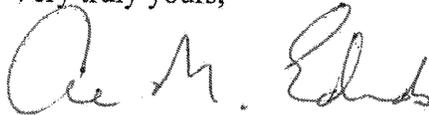
<http://www.doj.nh.gov/site-map/charities.htm>

The Southeast Land Trust has determined "The execution of Option A does not violate any of the Purposes of the Easement and, in fact, falls in line with the Purpose that the Property be retained forever as an open space for a public park." and "The addition of approximately 26 feet of chain link fence does not impair any of the conservation interests associated with the Property as it does not increase impervious surface area and only minimally and temporarily disturbs the soil."

Based upon the foregoing the Charitable Trusts Unit hereby issues a no action letter effective November 8, 2013.

If you have any questions please do not hesitate to contact me or Assistant Director Knowles.

Very truly yours,



Anne M. Edwards, Interim Director
Charitable Trusts Unit
(603) 271-3591
Direct Fax: (603) 223-6221
anne.edwards@doj.nh.gov