

SELECT BOARD MEETING
Monday, August 19, 2024
6:40 pm
Nowak Room, Town Offices
10 Front Street, Exeter, NH 03833
REGULAR BUSINESS MEETING BEGINS AT 7:00 PM

Virtual Meetings can be watched on Ch 22 or Ch 98 and YouTube.

To access the meeting, click this link: <https://us02web.zoom.us/j/89759084759>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 897 5908 4759

Please join the meeting with your full name if you want to speak.

Use the "Raise Hand" button to alert the chair you wish to speak. On the phone, press *9.

More instructions for how to access the meeting can be found here:

<https://www.exeternh.gov/townmanager/virtual-town-meetings>

Contact us at extvg@exeternh.gov or 603-418-6425 with any technical issues.

AGENDA

1. Call Meeting to Order
2. Board/Committee/Commission Interviews
 - a. Tax Exemption and Credit Advisory Committee
3. Public Comment
4. Proclamations/Recognitions
5. Approval of Minutes
 - a. Regular Meeting: August 5, 2024
6. Appointments/Resignations
7. Discussion/Action Items
 - a. BSA Troop 323 Eagle Project – James Haney
 - b. 2024 Revaluation
 - c. Comcast Franchise Amendment
 - d. Parks and Recreation Senior Update – David Tovey, Asst. Director Parks & Recreation
 - e. 10 Hampton Road Renovations – OPM – David Tovey, Asst. Director Parks & Recreation
 - f. Keegan Report Update – Melissa Roy, ATM/HR; Corey Stevens, Finance Director
 - g. Sestercentennial Non-Capital Reserve Fund – Julie Gilman, Selectwoman; Russ Dean, Town Manager
8. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions

- b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
9. Review Board Calendar
 10. Non-Public Session
 11. Adjournment

Niko Papakonstantis, Chair

Select Board

Posted 8/16/24 Town Office, Town Website

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.

AGENDA SUBJECT TO CHANGE

Board/Committee/Commission Interviews



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

Interview
Monday 8/19/24
6:40 pm.
CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: Tax Exemption and Credit Advisory Committee

New

Re-Appointment

Regular

Alternate

Name: Mark Furlong Email: markwfurlongnh@gmail.com

Address: 20 Forest St, Exeter, NH 03833 Phone: 603-583-5554

Registered Voter: Yes No

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

Recently moved to Exeter after living in Kingston for 40 years; while there we were very active in the community and I would like to get involved serving Exeter, not only to serve the Town but to get to know more people. Previous community service includes 9 years on the School Board (3 1 yr terms as Chair), served on 3 building committees and other volunteer activities. I have a good understanding of RSA 91A and its requirements for a Committee such as this.

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: Mark Furlong Date: 8/4/24

To be completed by Select Board upon appointment:

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



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

Interview
Monday 8/19/24
6:40 pm

Statement of Interest Boards and Committee Membership

Committee Selection: TAX Exemption and Credit Advisory

New Re-Appointment Regular Alternate

Name: Georg Hamel Email: home.rebuilder@comcast.net
Address: 28 Newfields Road Exeter Phone: 603-770-7250

Registered Voter: Yes No

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

Exemptions for elderly, veteran and disabled citizens
are a important part of any towns program.
As the economy changes these programs need to be
evaluated to see if they need changes made.
Changes must be evaluated not only on town level
but also state level

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: [Handwritten Signature] Date: 8/5/2024

To be completed by Select Board upon appointment:

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

Approval of Minutes

Select Board Meeting
Monday August 5, 2024
7 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, and Town Manager Russ Dean were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Public Comment

- a. John Grueter of 3 Sterling Hill Lane said it's been 2 years since he started his campaign to get the water billing changed. He asked for an update on the Underwood study results. Mr. Dean said he can check with Public Works. Mr. Papakonstantis said we will have an update on August 19.

3. Proclamations/Recognitions

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

4. Approval of Minutes

- a. Regular Meeting: July 22, 2024

MOTION: Ms. Belanger moved to approve the minutes of July 22, 2024 as presented. Ms. Gilman seconded. The motion passed 5-0.

5. Appointments

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

6. Discussion/Action Items

- a. 10 Hampton Road Construction Proposal

Parks and Rec Director Mr. Bisson said we are moving forward with the construction and renovation. We have mutually parted ways with the architect and put out an RFQ for a Construction Manager to complete the work. We had 4 responses and selected Hampshire Development Corp (HDC). They have worked on historic buildings in downtown Exeter and throughout the municipality, and their offices are located in Exeter. We're working on finalizing a contract with them. There's a GMP of \$920,480 which includes the cost of work, an 8% overhead, and a 7% profit. Mr. Sharples said we unanimously supported HDC to do the work. It's a design/build contract.

MOTION: Ms. Belanger moved to authorize the Town Manager or their designee to negotiate and execute a contract with Hampshire Development Corporation to be the Construction Manager to complete the 10 Hampton Road Multigenerational Community Center project. Ms. Gilman seconded. The motion passed 5-0.

b. PD/FD Substation Architect Proposal –

Town Planner Dave Sharples said we issued the RFQ for design services back in May for the new Police Station and Fire Substation. We received 6 responses and interviewed 4 of the firms. The interview panel included town staff from different departments as well as representatives of CHA. Finalized on July 29 and chose T Gass, Ted Galante Architectural Services, at \$1.2M. We negotiated with him for a reduction in the fee. July 26 letter describing the services. Reviewing contract with Counsel and CHA.

Ms. Gilman said it was an extensive interview committee so she's confident in the choice.

MOTION: Ms. Gilman moved to authorize the Town Manager to negotiate and execute a contract with TGAS for the scope of work set forth in the Request for Proposals for design services, Town of Exeter new Police Station and Fire Substation dated April 12, 2024, for a price not to exceed \$1.2M. Ms. Belanger asked that the motion be amended to "Town Manager or designee". Ms. Gilman amended her motion. Ms. Belanger seconded the amended motion. The motion passed 5-0.

c. Public Safety Bond Anticipation Notice – Corey Stevens

Mr. Stevens said he proposes to start the Public Safety complex bond with a 1 year bond anticipation note for \$3.5M, which will take us through mid next year, then obtain a bond for \$17.5M. This will get us somewhat into construction. Hopefully we will get a more favorable interest rate when we take out the next bond. We got two proposals, and he recommends TD Bank. Their terms are 4.89%, maturing in 1 year from next week. We hope to close next week if approved.

MOTION: Ms. Belanger moved to approve the terms of TD Bank financing proposal dated July 19, 2024 for a \$3.5M general obligation bond anticipation note for the Police Station/Fire Substation. Ms. Gilman seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to adopt the Votes of the Resolution of Governing Board as follows: VOTED: To authorize the issuance of a \$3,500,000 General Obligation Bond Anticipation Note of the Issuer, which was heretofore authorized by the Issuer on March 12, 2024 such Note to be dated August 15, 2024; VOTED: To sell said note to the purchaser with the principal amounts, maturities, premium, if any, redemption provisions, if any, and interest rates specified on Schedule A, attached hereto and made a part hereof; VOTED: To issue the Note in substantially the form set forth in Schedule B, attached hereto and made a part hereof; VOTED: To authorize at least a majority of the Governing Board and the Treasurer to sign the Note or to have said signatures printed electronically or in facsimile on the Note and to affix the Issuer's seal thereto; VOTED: To authorize the Treasurer to deliver the Note to the Purchaser against payment therefor; VOTED: To authorize at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt, a No Arbitrage and tax certificate and IRS form 8038-G in substantially the form as presented in this meeting, and such other documents as may be necessary or appropriate to accomplish the sale

and delivery of the Note in accordance with the foregoing; and VOTED: To authorize TD Bank, N.A. to serve as paying agent with respect to the Note. Ms. Gilman seconded. Mr. Dean asked Mr. Stevens if it needs to be a roll call vote; Mr. Stevens said no, but Mr. Papakonstantis opted to do so. In a roll call vote, the motion passed 5-0.

d. 250th Celebration Commission Charge – Julie Gilman

Ms. Gilman read the charge for the 250th Celebration Commission to plan for the 2026 event's budget. She said she would like to see themed events throughout the year. Ms. Belanger asked if there should be some money for 2025. Ms. Gilman said she's not sure and suggested getting public feedback and revisiting the question on August 19.

7. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

- i. There were no abatements or exemptions considered.

b. Permits & Approvals

- i. There were no permits or approvals considered.

c. Town Manager's Report

- i. Mr. Dean said revaluation letters have gone out; people can contact MRI for appointments for an informal assessment review hearing.
- ii. Kingston Road has been striped and completed.
- iii. The groundwater mobilization project started today and the drilling will start next week.
- iv. The Fire Truck Engine 5 "push-in ceremony" went well.
- v. Finance is finishing the CIP debt schedules.
- vi. National Night Out is tomorrow, August 6 in Townhouse Common.
- vii. Mr. Papakonstantis asked about the letter regarding the elderly exemption in correspondence. He had a back and forth with Mr. Clement on this, and any revision of the exemption would need to go on the town warrant. There's a committee that's being formed on the question but he'd also like the Board to work in parallel. He asked Mr. Dean to bring a possible warrant article to the Board. Ms. Belanger said the Veteran's Credit is different. We're at \$500 but some towns are \$750. Mr. Papakonstantis said the Board should look at them all. He thinks it's still important to go forward with the committee, but he would also like the Board to take a look. Mr. Chartrand asked that the committee take a look at the documentation provided to us by the taxpayers.
- viii. Mr. Dean said Heather Shea had her first day as our GIS Coordinator today.

d. Select Board Committee Reports

- i. Ms. Belanger said the Arts Committee and Rec Advisory was canceled due to quorum issues. She attended the Budget Recommendations Committee kick-off. Mr. Papakonstantis filled in for Mr. Dean and Ms. Roy and that went well. The Planning Board is having its first Capital Improvement Planning Meeting on Thursday.
 - ii. Ms. Gilman had no meetings. Heritage will have a meeting next week to look at the Progress report for the Pine Street Area survey, which we were granted \$20,000 to do.
 - iii. Ms. Cowan had no report.
 - iv. Mr. Chartrand had no report.
 - v. Mr. Papakonstantis attended the Budget Recommendations Committee meeting. A draft budget will be presented to the Select Board September 30 and to the BRC on October 2nd.
- e. Correspondence
- i. An abutter's notice from the Newfields Planning Board regarding a subdivision review for the Rugg Property. It conflicts with our Planning Board but we will make sure to have a representative from the Town of Exeter there.
 - ii. Mr. Clement's email, which was previously discussed.
 - iii. A NH DOT notice regarding Block Grant aid of \$320,328.69.
 - iv. Ms. Belanger recognized Parks and Rec for National Parks and Rec month, saying that what Parks and Rec does is extraordinary. The Rec Advisory Board really gets into the details of things and she's glad she was assigned to them.
 - v. Ms. Gilman said our Energy Committee has entered into the "Green Challenge" to have the most people opt up on their level of green energy for their electricity.

8. Review Board Calendar

The next meetings are August 19, Tuesday September 3rd, September 16, September 30, Tuesday October 15, October 28, Tuesday November 12, and November 18. Ms. Belanger said November 18 is the BRC Meeting on DPW, Water, and Sewer. Mr. Papakonstantis asked if they can do that in the Library at 6:30. Ms. Gilman suggested the Senior Center. Mr. Papakonstantis asked if the BRC meeting could be rescheduled.

Ms. Belanger wished Mr. Dean a happy birthday, which is coming on Sunday.

Mr. Dean thanked Melissa Roy and Corey Stevens for their work during his leave.

9. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under 91-A:311(c). Ms. Gilman seconded. In a roll call vote, the motion passed 5-0 and the meeting entered non-public at 7:52 PM.

MOTION: Ms. Belanger moved to exit non-public. Mr. Chartrand seconded. In a roll call vote, the motion passed 5-0.

MOTION: Mr. Chartrand moved to seal the non-public minutes indefinitely. Ms. Gilman seconded. The motion passed 5-0.

10. Adjournment

MOTION: Mr. Chartrand moved to adjourn the meeting. Ms. Belanger seconded. The motion passed 5-0 and the meeting was adjourned at 8:38 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments/Recognitions

Discussion/Action Items

BSA Troop 323 Eagle Project



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: Gale Park Flag Drop Box - Eagle Scout Project

3 messages

Melissa Roy <mroy@exeternh.gov>

Wed, Jun 5, 2024 at 12:59 PM

To: Greg Bisson <gbisson@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

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

From: **James Haney** <haneyj3410@gmail.com>

Date: Wed, Jun 5, 2024 at 10:23 AM

Subject: Gale Park Flag Drop Box - Eagle Scout Project

To: <scronin@exeternh.gov>, <deastman@exeternh.gov>, <rdean@exeternh.gov>, <mroy@exeternh.gov>

Cc: Randy Houde <RandyHoude72@yahoo.com>, Garvin Louie <garvin.louie@gmail.com>, <edward.carmody@gmail.com>, Leslie Bihari <lbihari@eclipsesol.com>, <shaney@sau16.org>, <phil.haney@sigsauer.com>

Hello,

My Name is James Haney and I am an Exeter resident. I am also a Life Scout in Troop 323 (Exeter) working towards my Eagle rank.

My planned Eagle project is an American Flag deposit box situated somewhere in town. The reason I picked this project is that I noticed there is no visible, well known deposit box in Exeter. The box I plan to use would be a reconstructed and repainted US mail drop box found outside the Post Office. The idea is that the community will be able to easily drop off old American flags that are in need of retirement in an honorable way. My troop, in partnership with the Knights of Columbus from St. Michaels which we share as a sponsor organization, would help collect and properly retire U.S flags.

This offers members of the community a service while also doing a good patriotic deed by giving them a visible place to properly dispose of flags knowing they will be honorably retired.

The idea I have is to place this drop box on the edge of Gale Park so it is visible and easily accessible by the community while also being in a very appropriate place as it is our town's war memorial park. There are a number of places the box could go, but I believe the attached picture would be the best location. Notice it may be on the property of Michael House - which is owned by St. Michaels and is the Knights of Columbus's building.

My ask of you: How do I get approval from the town for this potential project and what are those steps? I have sent this email to all of you as I was not sure who could answer this question.

I have copied in my Scoutmaster, Parents, Eagle Coach, and my contacts with the Knights so they know as well.

Thank you for your time, I look forward to hearing from you. My dad's contact information is also below. Please include him on all emails.

Thank You,

8/1/24, 11:17 AM

Town of Exeter, NH Mail - Fwd: Gale Park Flag Drop Box - Eagle Scout Project

James Haney

Phil Haney
(603) 812-3508
phil.haney@sigsauer.com



GaleParkLocation1.jpg
223K

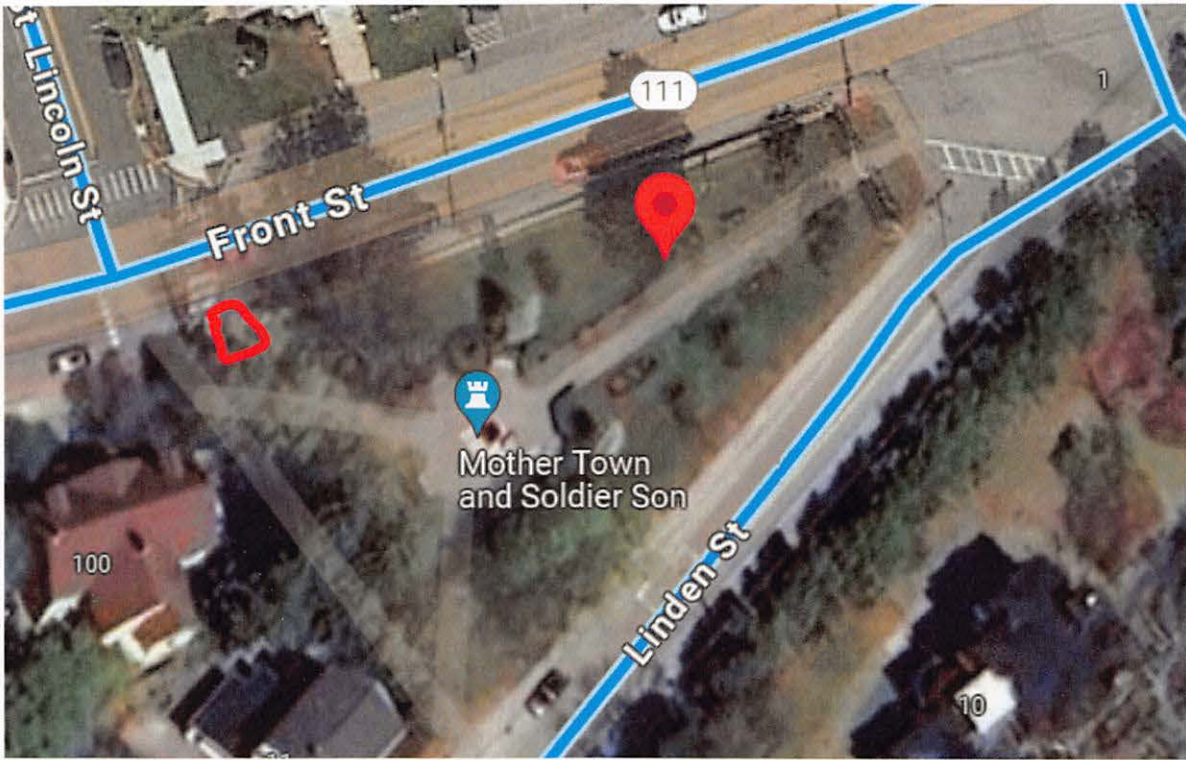
James Haney
Troop 323
haneyj3410@gmail.com

Flag Box Eagle Scout Project



- The box will allow community members to dispose of their old flags properly.
- The box will be easily accessible by being placed in Exeter.
- There will be a yearly ceremony where Troop 323 properly retires the flags with honor by burning all the collected flags.
- One of the potential locations could be in Gale Park near the sidewalk across from St. Michael's Church.

Preferred Box Location



Possible Box Designs

I am working with a local artist to design the box. I will share the design with the town for approval when completed.



2024 Revaluation

Comcast Franchise Amendment



16 Acadia Lane, P.O. Box 630
Exeter, New Hampshire 03833
Telephone: (603) 778-0686

111 Maplewood Avenue, Suite D
Portsmouth, New Hampshire 03801
Telephone (603) 766-1686

164 NH Route 25, Towle House, Suite 2
Meredith, New Hampshire 03253
Telephone (603) 279-4158

Web Site: www.DTCLawyers.com

MEMORANDUM

To: Russell Dean, Town Manager and Select Board for Town of Exeter
From: Katherine B. Miller, Esq.
Re: Comcast Cable TV Franchise Renewal
Date: August 14, 2024

Executive Summary

This memo provides an update on negotiations with Comcast on an Amendment to the cable TV Franchise. I have been working with Media Communications Coordinator Robert Glowacky, and the Town Manager and Assistant Town Manager. We have agreed with Comcast on terms for an Amendment addressing: (1) the Town's primary goal of obtaining a cable access channel in high definition and (2) updates to a few items that have changed since the current franchise was negotiated in 2010. If the Board agrees with these terms, the next step will be a public hearing on 14 days' notice and then execution of the Amendment.

Discussion

The Town of Exeter conducted a major re-write of its cable TV franchise with Comcast in 2010, culminating with a seven-year agreement. That franchise has been extended twice, through October 2019, at which point Comcast indicated that, due to a new rule of the Federal Communications Commission ("FCC"), it would do no more extensions, and instead wanted Amendments or fully re-negotiated Renewal Franchises. Exeter has been in a hold-over status since, with Comcast continuing to comply with the 2010 Franchise Agreement.

- The Future for Cable TV: The market for cable TV has been shifting, with more viewers "cutting the cord" with their cable TV company and watching videos on streaming internet services instead. Eventually, in 10 or more years, the cable companies will want to shed their cable TV businesses and operate as internet services providers only. Due to this shift, we recommend ten-year franchise terms for our clients, to ensure that the cable TV company will be "on the hook" to provide cable TV services for at least ten years. A draft, ten-year Amendment to the current Franchise Agreement is included with this Memo. Comcast has approved it.

- Negotiable Terms: The terms over which the Town can negotiate are limited to Comcast's cable TV business, not its internet or voice services. The Town also has no control or ability to negotiate over cable TV rates, programming, or the way channels are packaged in "tiers."

- Goals for the Town: The Town has three cable access channels available to Exeter Comcast subscribers, and all subscribers in the six towns served by the Exeter Region Cooperative School District. It has long been a goal to have the channels in high definition ("HD"). Until recently, Comcast was refusing to negotiate for HD cable access channels and the cost to subscribers for implementing them once offered was in the range of \$25,000 per Town, passed through to subscribers on their bills. Comcast also insisted that Towns give up a standard definition ("SD") channel for each channel provided in HD, which Exeter was reluctant to do. This led to a stalemate, until (1) prices came down to an estimated \$2000 for the HD channel, to be passed through to subscribers over the 10 years of the Amendment, and (2) Comcast allowed Exeter to retain the current, three SD channels. This final point was resolved recently, due to additional pressure from within on Comcast to close the deal, and the fact that Exeter TV serves the six towns in the Exeter Region Cooperative School District, which are all Comcast towns.

- Other Updates in the Proposed Amendment: Comcast provides courtesy cable TV services to school and municipal locations in Exeter. The FCC ruled in 2019 that the value of such in-kind services must "count" towards the 5% cap on franchise fees paid to municipalities. The value of those in-kind services will be offset against the franchise fees paid to the Town if the total exceeds 5% of Comcast's gross annual revenue from the operation of the cable TV system. The value of the services will be calculated at Comcast's marginal cost to provide the services (not its retail rate). An updated Exhibit with the current locations is part of the Amendment, as well as revisions to the language on the courtesy services and the franchise fees, to address the FCC rule. Comcast has not set a time to begin offsetting the franchise fees by its cost for the courtesy services, nor has it disclosed its "marginal cost" to provide them. It will notify the Town before it begins such charges, and the Town will have the opportunity then to opt out of the services. If it retains services, and the franchise fee plus the value of the services exceed the 5% cap, the amount of franchise fees received by the Town will be offset.

- No Additional Free Converters with Courtesy Cable TV Services: Most locations need a digital converter. One is provided as part of the courtesy services, but there is a charge for additional converters at each location. Some locations, such as the Police Department, have more than one TV set. I asked Comcast to provide additional converters as a courtesy, and received a flat-out "no."

- Sections on Polling and Monitoring: These have been deleted as they no longer apply.

Conclusion

Although it is not perfect, I recommend the Amendment to address the above issues, obtain one HD Channel for Exeter TV and carry the current Franchise Agreement forward for another ten (10) years. I am happy to respond to any questions.

FIRST AMENDMENT TO NOVEMBER 22, 2010

RENEWAL CABLE TELEVISION FRANCHISE AGREEMENT

BETWEEN THE TOWN OF EXETER, NEW HAMPSHIRE, AND

COMCAST OF MAINE/NEW HAMPSHIRE, INC.

WHEREAS, Comcast of Maine/New Hampshire, Inc. (hereinafter "Franchisee"), is the duly authorized holder of a Renewal Cable Television Franchise to operate a cable television system in the Town of Exeter, New Hampshire (hereinafter the "Town") pursuant to NH RSA 53-C, as amended, said Renewal Franchise having commenced on November 22, 2010;

WHEREAS, Franchisee and the Town wish to amend the Renewal Cable Television Franchise Agreement;

WHEREAS, Section 10.4 of the Renewal Cable Television Franchise Agreement authorizes amendment by written agreement following publication of the proposed amendment in a manner consistent with NH RSA Chapter 43;

WHEREAS, the Select Board of the Town of Exeter as Franchising Authority (hereinafter "Franchising Authority") is authorized to amend the Renewal Cable Television Franchise Agreement pursuant to RSA 53-C;

NOW THEREFORE, after due and full consideration, the Franchising Authority and Franchisee agree that the Renewal Cable Television Franchise Agreement is hereby amended as follows:

FIRST: Section 2.2, TERM: is deleted and a new Section 2.2 is inserted therefore as follows:

SECTION 2.2 – TERM The term of this non-exclusive Renewal Franchise shall commence on November 22, 2010, and expire at midnight on November 21, 2034.

SECOND: Section 3.3, SUBSCRIBER NETWORK CABLE DROPS, is hereby deleted in its entirety, and a new Section 3.3 is substituted in its place, as follows:

SECTION 3.3 – GOVERNMENT CABLE DROPS TO THE CABLE SYSTEM

The parties agree that Franchisee will provide Basic Cable Service to the locations identified in Exhibit A and has the right in accordance with applicable law to deduct the value of those services from Franchise Fees. Franchisee will notify the Town if it intends to implement said offset and the value of those services at least sixty (60) days prior to doing so. Subject to the provisions herein the Franchisee shall provide, as directed in writing, by the Franchising Authority, (i) one cable drop connected to the Cable System within the Standard Installation requirements of Section 3.1(b), (ii) one Outlet, and (iii) the Basic Cable Service to all municipal and public school buildings which are listed in

Exhibit A hereto and are located along the Cable System Trunk and Distribution System. The obligation of Franchisee to provide Drops, Outlets and Basic Cable Service shall pertain throughout the life of this Renewal Franchise and shall apply specifically to municipal and public school buildings newly constructed or acquired subsequent to the commencement of this Renewal Franchise, which shall be wired within ninety (90) days of delivery of a written request from the Franchising Authority to Franchisee. The Franchisee shall consult with the Franchising Authority or its designee to determine the appropriate location of each Drop and Outlet prior to the installation of the service.

THIRD: Section 6.2 (b) (PEG ACCESS CHANNEL) is deleted, and a new Section 6.2 (b) is inserted as follows:

Section 6.2 (b) The Franchisee shall provide three (3) Access Channels, in standard definition (“SD”) format on the Effective Date, and one in high definition (“HD”) format, within eighteen (18) months of the First Amendment to the Franchise Agreement, executed on _____, 2024. The Franchising Authority and/or its designee(s) shall be responsible for providing PEG Access Channel Signals in HD format, compatible to the Franchisee’s equipment, to the demarcation point at the designated point of origination for the HD PEG Access Channel, to coincide with the availability of the HD PEG Access Channel, within eighteen (18) months of the Effective Date. The Franchisee shall distribute the HD PEG Access Channel Signal on its Cable System in HD format without substantial alteration or deterioration. The Cable System shall be capable of transmitting color video signals received at the Headend in color, stereo audio signals received at the Headend in stereo and properly formatted closed captioned signals received at the Headend.

FOURTH: Section 7.8 MONITORING is hereby deleted in its entirety, and nothing is substituted in its place.

FIFTH: Section 7.9 POLLING is hereby deleted in its entirety, and nothing is substituted in its place.

SIXTH: Section 9.4(d) FRANCHISE FEES is hereby deleted in its entirety, and new Section 9.4(d) is substituted in its place as follows:

Section 9.4 (d). In accordance with Section 622(b) of the Cable Act (47 U.S.C. § 542(b)), Franchisee shall not be liable for a total financial commitment pursuant to this Franchise and applicable law in excess of five percent (5%) of its Gross Annual Revenues. That said five percent (5%) cap shall include (i) non-exempt PEG contributions whether in-kind or cash payments; and (ii) the marginal cost to Franchisee to provide the in-kind cable drops and services as enumerated within Exhibit A.

SEVENTH: Exhibit A is hereby deleted in its entirety, and the following new Exhibit A is inserted in its place:

EXHIBIT A

PUBLIC BUILDINGS ON THE CABLE SYSTEM

The following Schools and Public Buildings shall receive Drops and the monthly cable Service at no charge.¹

Municipal Buildings:

Town Parks and Recreation	32 Court Street
Exeter Library	1 Founders Park
Public Works Office	13 Newfields Road
Emergency Operations Center/Police and Fire Departments	20 Court Street
Town Offices	10 Front Street
Town Hall	Front Street

Public School Buildings:

Tuck Learning Campus	30 Linden Street
Seacoast School of Technology	40 Linden Street
Developmental Pre-School Program	13 School Street
Lincoln School	25 Lincoln Street
Main Street School	40 Main Street
Exeter High School	1 Blue Hawk Drive

[The remainder of this page intentionally left blank.]

¹ And, subject to Section 3.3 supra, any and all new municipal buildings and/or Town public schools that are constructed and/or put into use during the term of this Renewal Franchise.

In all other respects, the Renewal Cable Television Franchise Agreement is not amended and remains in full effect.

WITNESS OUR HANDS AND OFFICIAL SEAL, this ___ day of _____, 2024.

FRANCHISING AUTHORITY:

SELECT BOARD, TOWN OF EXETER, NEW HAMPSHIRE

BY:

Russell Dean, Town Manager Duly Authorized

FRANCHISEE:

COMCAST OF MAINE/NEW HAMPSHIRE, INC.

BY:

Carolyne Hannan
Regional Senior Vice President
New England Region

Parks and Recreation Senior Update



EXETER PARKS & RECREATION

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



TOWN OF EXETER MEMORANDUM

TO: Niko Papakonstantis, Select Board Chair
CC: Russ Dean, Town Manager
FROM: David Tovey, Assistant Director of Parks and Recreation
RE: Senior Council Update
DATE: 08/19/2024

The Exeter Senior Council, which consists of 5 residents, would like to give the select board an update on what we have been working on. As you all know, the council helped create the Exeter Senior Resource Guide that was published in 2023 and updated in 2024. The resource guide has made a significant impact on communication and information sharing, which were two areas of livability we discovered were lacking in Exeter through the 2022 Age-Friendly Community Survey conducted by Rockingham Planning Commission and Exeter Parks & Recreation. The Senior Council with Parks & Recreation continues to refine the resource guide and address areas of livability to make Exeter a more Age-Friendly Community.

Aside from addressing areas of improvement that were discovered in the 2022 survey, the Exeter Senior Council meets monthly to discuss programming, events, alternative funding, technology assistance and social opportunities for older adults. Thanks to the help of the Council, the Parks & Recreation Department was awarded a \$30,000 Senior Programming grant through Exeter Hospital Community Grant Funding. These funds will help Parks & Rec offer monthly senior luncheons, reduced or free health/wellness/fitness classes, larger and low-cost trips and provide a 20% match to hire a part-time senior coordinator in 2025.

We are very excited to be awarded this grant and continue to seek alternative funding sources. Through the support of Exeter Hospital we have already added a new weekly social program, "Adult Lunch & Games"; we have scheduled monthly senior luncheons that are free to adults ages 50+ and we have added some new and exciting programs such as Line Dancing, Talon Tuesday, Clay Polymer Jewelry making and more! We have plans in place for a busy year ahead of us by offering a variety of activities and opportunities to people that will improve their quality of life.

Respectfully Yours,

David Tovey

Assistant Director

Exeter Parks and Recreation

10 Hampton Road Renovations - OPM



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TOWN OF EXETER MEMORANDUM

TO: Russell Dean, Town Manager
FROM: David Tovey, Assistant Director of Parks and Recreation
RE: Owner's Project Manager for 10 Hampton Rd. Renovations
DATE: 08/19/2024

I'm writing this memorandum to request to appear before the Select Board at their August 19, 2024 meeting for consideration of a motion to authorize you to execute a contract with CHA Consulting for OPM services for the renovations at 10 Hampton Road.

As you know, we recently appeared before the Select Board at which they gave their approval to contract with Hampshire Development Corporation (HDC) as the Construction Manager for the project. During negotiating a contract with HDC, they recommended that we engage the services of an Owner's Project Manager (OPM) to act as the Town's representative to oversee/review monthly requisitions of completed work and other tasks to the benefit of the Town. Although we do not need an OPM to conduct their full services, we believe that it is in our best interest to hire an OPM to protect the town.

The Town recently went through an extensive review process to select an OPM for the new Police Station/Fire Substation and awarded the contract to CHA Consulting, Inc. The renovations at 10 Hampton Road are grant funded with the stipulation that the project is 100% complete by August of 2025. Given the pressing timeframe to complete the renovations at 10 Hampton Rd, we request that the Select Board authorize EPRD to rely upon the recent selection process for the new Police Station/Fire Substation and to enter into a contract with CHA Consulting, Inc for OPM and consulting services regarding 10 Hampton Rd. renovations. We have up to \$35,000 in funds within the budget for this purpose. We have discussed this with CHA and they have the time and are willing to be the OPM on this project.

I have provided a suggested motion below for consideration. I will attend the Select Board to present this request and answer any questions the Board may have.

Proposed Motion: I move that the Select Board authorize the Town Manager to negotiate and execute a contract with CHA for Owner Project Manager Services for the renovations at 10 Hampton Rd for a not to exceed price of \$35,000.

Respectfully Yours,

Greg Bisson & David Tovey

Exeter Parks and Recreation

Keegan Report Update



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

TO: SELECTBOARD, TOWN OF EXETER
FROM: EXECUTIVE TEAM
SUBJECT: IMPLEMENTATION OF KEEGAN MANAGEMENT STUDY
DATE: AUGUST 19, 2024

This summer, the Executive Team has been working on a strategy for implementing the recommendations from the Keegan Associates Management Study. Our approach has been to first focus on the reorganization recommendations as they are the most significant recommendations of the study.

Attached to this memo is our reorganization strategy for your consideration. If approved, we would recommend implementation beginning in the fourth quarter of this year.

Keegan Associates

Management Study & Recommendations

Implementation of Reorganization Recommendations

August 19, 2024

Focus first on reorganization of the four major departments:

Land Use

Human Resources/ ATM

Finance

Town Manager

Goal will be to implement recommendations beginning in Q4 of 2024

This allows time to:

Communicate with staff affected by the changes - which has occurred

Update job descriptions for those assuming greater responsibility - in progress

Determine appropriate wage/benefit changes, if needed - in progress

Roll-Out:

Land Use Department

Recommend implementing most of Keegan's reorganization suggestions

Combine Planning, Conservation/Sustainability, Economic Development, and Historic Preservation

New department to be lead by current Town Planner

Recommend leaving Building/Code as is - directly reporting to Town Manager

Recommend holding off on hiring a Zoning Administrator/ Staff Planner, as suggested in Keegan Report

Human Resources/ Assistant Town Manager (ATM)

Recommend implementing Keegan reorganization suggestions

Primary recommendation is to split HR Director and ATM positions into two separate functions

Recommend adding a new Full-time position of HR Director to the 2025 General Fund Operating Budget

ATM will have direct oversight of Human Resources, Welfare, Parks & Rec., Media/ Communications

Finance

Recommend implementing Keegan reorganization suggestions

Reorg. is fairly straight forward, and mostly administrative

Finance, Tax, Assessing and Information Technology will combine under the Finance umbrella

Department to be lead by current Finance Director

Town Manager (TM)

Reorganizations above will reduce the number of departments reporting directly to TM

Reduction of direct reports was a key recommendation of the Keegan Report

Town has hired a Welfare/ Human Services Administrator (HSA)

This has largely removed Welfare/HSA responsibilities from the TM's Executive Assistant

The Welfare/HSA reports directly to ATM

Recommend holding off on hiring additional administrative help in the TM's office

After reorganization direct reports to the Town Manager will be:

Land Use	Fire	ATM	DPW
Finance	Police	Town Clerk	Building/Code Enforcement

Sestercentennial Non-Capital Reserve Fund

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board

FROM: Russ Dean, Town Manager

RE: Sestercentennial Non-Capital Reserve Fund

DATE: August 19th, 2024

Selectwoman Gilman and I met on Monday, August 12th to review the sestercentennial list of stakeholders and potential action items. After a review and discussion, we agreed to submit to the Board a proposed warrant article to establish a non-capital reserve fund for the purpose of funding sestercentennial activities, including fireworks. This article would need to be voted on by Town Meeting and would include an initial amount of \$15,000. Of this amount, \$5,000 would be for general activities, and \$10,000 would be used for a Town fireworks display. The fund would be set up to sunset after the sestercentennial of 2026. The fund would sunset on April 30th, 2027 to ensure all bills could be paid from the sestercentennial prior to sunset. If the Board is supportive we will draft a warrant article for inclusion in the 2025 Town Warrant.

Tax Abatements, Veteran's Credits, Exemptions

Permits & Approvals



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TOWN OF EXETER MEMORANDUM

TO: Russell Dean, Town Manager
CC: Melissa Roy, Assistant
FROM: David Tovey, Assistant Director of Parks and Recreation
RE: Exeter Hospital Community Grant Fund Award
DATE: 08/19/2024

Parks & Recreation is happy to announce that we have been awarded a \$30,000 grant for senior programming through Exeter Hospital Community Grant Funding! Funding for the scope of work we submitted in our application will take place from September 2024 to September 2025 and are focused on the following categories.

1. Health, Wellness and Fitness programs. Most of our programs require a fee, especially our health, wellness and fitness programs that involve a trained instructor who carries their own insurance. These programs are often expensive and passing on the fees to participants creates a barrier for many people in our community. This funding will allow us to offer low to no cost programs that align with our department's mission of creating an active, healthy and engaged community.
2. Monthly Luncheons. Our annual Senior BBQ is always well attended and the feedback we receive from people of all different ages, interests and backgrounds is well received. We are pleased to organize free monthly luncheons to adults 50+ to address areas such as social isolation, food insecurity and create more community connectedness.
3. Trips. The most common reason members of the community are unable to attend trips we offer are cost. This funding will allow us to offer reduced to no-cost trips for the community. We also plan to schedule 3-5 coach bus trips and can partner with surrounding communities to help fill the bus. Coach bus trips will eliminate our long waitlists we have on many trips and add a bathroom which is another barrier for some. For some, these trips are the highlight of their week and sometimes their whole month.
4. Part-time Senior Coordinator. As stated in the Town's 2024 Management Study and Strategic Recommendations report there is a need for a Senior Events Coordinator. The Parks & Recreation Department does all that it can to offer programs to our older population, however the staff that organize these programs wear many hats and cannot dedicate themselves solely to a demographic that desperately needs more social interaction, more health and wellness activities and more opportunities to engage with the community. In our grant application, we submitted a line item of \$5,597.80 to cover 20% of a part time senior coordinator. This person would work 32 hours per week for 30 weeks in 2025. The town portion would be \$20,399. Exeter Parks & Rec will continue to seek alternative funding opportunities to relieve taxpayers.

We look forward to increasing our program offerings and connecting with the community. These funds will make a positive impact on a large portion of our residents as well as adults living in Rockingham County. We would like to publicly thank Beth Israel Lahey Health and the Exeter Hospital Community Grant Funding for choosing Exeter Parks & Recreation Department as one of their awardees.

Respectfully Yours,

David Tovey

Assistant Director

Exeter Parks and Recreation



TOWN OF EXETER, NEW HAMPSHIRE

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TO: SELECTBOARD, AND TOWN MANAGER RUSSELL DEAN
FROM: FINANCE DIRECTOR, COREY STEVENS & FIRE CHIEF, JUSTIN PIZON
SUBJECT: IMPLEMENTATION OF AMBULANCE WRITE-OFF POLICY
DATE: AUGUST 19, 2024

During the 2023 audit of the Town's financial records, our auditors Plodzick & Sanderson noted that the Town does not have a formal ambulance write-off policy for uncollectible receivables in place. The auditors have recommended implementing a formal policy to establish a standard for what is considered eligible to be written-off and to establish who has authority to approve write-offs. Establishing a formal policy helps to ensure that accounts receivable is reviewed on a regular basis and that receivable balances do not become unreasonably large.

Attached to this memo is a draft policy proposal for ambulance receivable write-offs for your consideration. If acceptable, we would ask that a motion be made to adopt the policy and that the Select Board members execute the policy document.

Thank you.

Town of Exeter, NH	Policy Number: 2024-01	Adopted by: Selectboard
Subject: Ambulance Write-Off Policy Administration and Procedure	Adoption Date:	Supersedes:

1.0 Purpose of the Policy

The purpose of this policy is to outline the procedures that will be used to write off ambulance receipts that have not been collected.

2.0 Departments Affected

Fire Department, Finance Department, Town Manager

3.0 Definitions

4.0 Policy

The policy of the Exeter Fire Department and the Town of Exeter is to collect all receivables generated through ambulance transports by the Department except for cases where payment would create financial hardship. It is with this intent that the following billing policy guidelines are established.

5.0 Procedures

Applicability

This is applicable to the receipt of fees charged for the provisions of ambulance service.

Background

The Town of Exeter contracts with Comstar Ambulance Billing (the billing company) to provide billing and collection for ambulance services provided by the Exeter Fire Department. The Town of Exeter, as part of an agreement with the billing company, requires a non-aggressive method of pursuing collections. The billing company, on behalf of the Town of Exeter, will send 3 separate bills, 30 days apart, to the entity who has financial responsibility for the individual transported. Billings are based on established rates set by the Town as allowed under federal or state medical reimbursement regulations. In the event the patient or entity was reimbursed for ambulance transport(s) through a third party, such as an insurance company, the billing company will pursue payment for services, to include utilizing a collection agency.

Billing Rates

Billing rates for ALS1, ALS2, BLS, mileage, and other charges as may be appropriate are set by the Select Board. The rates shall be reviewed at least annually so that they remain relevant and up to date. The Town shall bill the patient or responsible entity for any portion of the total cost of services not covered by medical insurance. The Town will only seek payment for services provided when transportation is required. No bill shall be issued if the patient refused treatment and did not require services.

Procedure

- 1) The Town shall receive and review monthly balance of accounts, including all aging and current accounts, provided by the billing company. The Town Manager or his/her delegate shall meet with the Fire Chief or his/her delegate, shall meet periodically during the year to reconcile outstanding balances, confirm receivables, review uncollected receivables, and review claims of financial hardship.
- 2) The Town of Exeter shall meet with the billing company at least annually to discuss ageing receivables, review those that have had no activity within the prior 360 days and consider any that the billing company recommends be written off. The process utilized by the billing company to pursue individual uncollected accounts shall be reviewed. The methods of collection that are considered to be fair and reasonable are: correspondence to the insurance company, if the patient was insured for their medical transport, or if uninsured, documented phone calls, emails or fax transmissions to the patient or their insurance company. The final step will be to determine if the patient was reimbursed directly from their insurance company for their medical transport and has not reimbursed the Town.
- 3) The Town Manager or his/her delegate, on the recommendation of the Fire Chief or his/her delegate, after confirming that the above policy has been met, will make the determination that an account should be deemed uncollectable and therefore written off. This determination does not constitute forgiveness of the debt if at a future date payment is received by the billing company. The determination to write off an account shall be based upon the inability of the billing company, or any agents that they may use, to locate or obtain direct contact with a patient, either by registered letter or some other means.
- 4) A list of uncollectable accounts that are determined to be written off shall be provided to the Finance Director and approved by the Town Manager (names and personal information not disclosed).

Use of Collection Agencies

If the patient has ignored all attempts for reconciliation of their account and/or has been reimbursed by a 3rd party for ambulance transport services, the billing company will add the account to a collection report. This report will be sent to the Fire Department on a quarterly basis, and it will be reviewed by the Fire Chief or his/her delegate to determine if some or all accounts will go to the collection agency. The Fire Chief or his/her delegate will return the report to the billing company, indicating which of the patient accounts will go to a collection agency.

Financial Hardship Requests

- 1) Requests for a waiver of a portion or all of an ambulance bill shall be submitted by the patient to the billing company; on the billing company's approved form for review and determination of financial conditions of the patient and ability to pay. The request may require documentation, such as hospital free confirmation, a letter from a third party such as a social worker, or a letter from the patient attesting to their hardship that has been signed under the pains and penalties of perjury.
- 2) The billing company will review all requests for waivers for completeness and submit to the Fire Department. The Fire Chief or his/her delegate will review the waiver from the billing company and make a recommendation to the Town Manager or his/her delegate in writing. The Town Manager or his/her delegate will make the final determination on waivers or hardship requests.
- 3) The Fire Chief or his/her delegate shall notify the billing company of the decision of the Town Manager relative to the request for a waiver or financial hardship within five (5) days so that it may be documented in the accounts receivable report issued by the billing company.

Note

All information received as a result of this policy, including patient name, address, medical condition or history, and financial information is protected and may not be used as public record. Patient information is subject to compliance with federal, state, and local regulations relative to medical, personal and financial information for purposes of records retention and public record access.

6.0 Severability

To the extent that any portion of this policy conflicts with State law, State law will prevail.

APPROVED BY:

Exeter Select Board,

Town Manager's Report

Select Board Committee Reports

Correspondence



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: Exeter Senior Council request

1 message

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Fri, Aug 16, 2024 at 12:23 PM

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

Please include in the packet.

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

From: **Leslie Haslam** <lhaslam68@gmail.com>

Date: Thu, Aug 15, 2024 at 5:33 PM

Subject: Exeter Senior Council request

To: Niko Papakonstantis <NPapakonstantis@exeternh.gov>

CC: David Tovey <dtovey@exeternh.gov>

August 15, 2024

Dear Select-board Members,

For the last couple of years I have served as a volunteer on the Exeter Senior Council. Prior to retiring, in my role as Director of Exeter Adult Education, I participated in meetings hosted by the Parks & Recreation Department seeking organization and input regarding services and programming for seniors in our community. The need for services, programming and community wide coordination was and is clear. The Exeter Senior Resource Guide is a solid, though small, first step.

It's apparent that much more can and should be done for our growing population of senior citizens. As a member of the Senior Council, I support the Parks & Recreation Department's request for funds to hire a part-time senior coordinator in 2025. The \$30,000 senior program grant through the Exeter Hospital Community Grant Fund provides a substantial boost to that need; however, long term, realistic, meaningful programming and coordination with other local organizations (like Adult Education and the Y) is only truly possible if there is a professional dedicated to this population. That should be a funding goal for 2026.

In addition to this essential staffing consideration, I support the purchase of a wheelchair accessible van to encourage and enable older adults and individuals with limited mobility to participate in meaningful activities outside their homes.

These are logical steps for Exeter as an "Age Friendly Community", and I hope you will support these requests.

Thank you for your service to our community.

Leslie Haslam

Memo

To: Russell Dean (Town Manager) and the Select Board (Board of Health)
From: Madison Bailey (Health Officer)
Date: August 6, 2024
Re: Mosquito Arboviral Detection: Easter Equine Encephalitis (EEE)

Good Afternoon,

At approximately 1 pm on August 6, 2024, the Health Department received notification of a positive case of Eastern Equine Encephalitis (EEE). This positive test result originated from a sickened horse, tested on July 29th, 2024, in Kensington, NH. The Arboviral Illness Task Force at the New Hampshire Department of Human and Health Services provided the Department with the notification.

At this time, Exeter's risk level has changed from a Low to a Moderate Risk level due to the positive test result. I have notified our mosquito contractor, Northeast Vegetation & Mosquito Control of the result. The state will officially notify all jurisdictions of the result this Thursday, August 8th, in their weekly report.

I will continue to remain in communication with our contractor to ensure we are properly treating and preventing the spread of EEE in Exeter. If you have any comments, questions, or concerns about this notification please don't hesitate to contact me.

Respectfully,

Madison Bailey

Madison Bailey, Town of Exeter Health Officer

20 Court St, Exeter NH 03833
(603) 770-0613

Voting in New Hampshire in 2024

Your Vote is Your Voice. Use it! Every Vote Counts!

Step 1: Register to Vote

Every New Hampshire citizen, 18 years and up, has the Constitutional right to vote. If you are already registered in your town, you don't have to register again.

Where to Register to Vote

At your town or city clerk's office before the election. Or register at your polling place on Election Day.

What to Bring with You to Register

If you can, bring paperwork to show your **identity, age, citizenship, and where you live.**

A driver's license, passport, or other photo ID will work for ID & age. Tax or utility bill addressed to you will show where you live. Birth certificate or naturalization papers will prove citizenship and age.

If you don't have papers like these, you can sign a statement confirming your identity, age, citizenship, or where you live.

New in 2023: If you register at the polls on election day, you must show a photo ID or your ballot will be provisional. Ask the registrar for more details.

May I Register by Mail?

If you can't register in person because of **disability** or **temporary absence**, you may register by mail.

Call your town or city clerk for more information.

Step 2: Vote

Voting in Person

If possible, show a photo ID to the Ballot Clerk at the polls. You need only one ID.

Acceptable photo IDs include

- Driver's license from NH or any other state;
- Non-driver's photo ID issued by NH Department of Motor Vehicles;
- US armed services ID card;
- US passport or passcard;
- Valid student ID card;
- Other photo ID such as a work ID.
- Or you can be identified by the moderator or other election official.

If you don't have one of these photo IDs, you will still be able to vote by signing a form saying you are who you claim to be. Your photo will be taken and attached to the form.

Absentee Voting

If you're registered but you can't vote in person because of **disability** or **medical condition** that limits your public exposure, religious beliefs, **work hours** (which includes caring for children or the elderly, even if you aren't paid), **military service**, or **temporary absence**, you may ask your city or town clerk for an absentee ballot application before the election. Do this as soon as you can.

For more info:
www.sos.nh.gov/elections



August 9, 2024

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

Dear Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV. Accordingly, please note the following price increase our provider is implementing on September 9, 2024:

- Starz will be increasing the cost of its Starz subscription from \$9.99 per month to \$10.99 per month.

Customers are receiving notice of this change in their bill. If a customer subscribes to Starz through Xfinity, they will see the new cost reflected on their next bill unless they cancel their subscription.

Please do not hesitate to contact me should you have any questions. For your convenience I can be reached at **Bryan_Christiansen@comcast.com**.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Director
Government & Regulatory Affairs

Town Manager's Office

AUG 16 2024

Received