

SELECT BOARD MEETING
Monday, December 9, 2024
6:30 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/89303437188>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 893 0343 7188

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 – 250th Anniversary Committee;
Planning Board, Arts & Culture Advisory Committee
3. Public Comment
4. Approval of Minutes
 - a. Regular Meeting: November 25, 2024
5. Appointments/Resignations
6. Discussion/Action Items
 - a. Revaluation Update – Corey Stevens, Finance Director
 - b. FY 25 Budget Recommendations Committee Recap – Bob Kelly, BRC Chair
 - c. TIF Update – Darren Winham, Economic Development Director
 - d. DPW Projects Update – Stephen Cronin, Public Works Director
 - e. Rapid Sequence Intubation Update – Justin Pizon, Fire Chief
 - f. ARPA Update – Corey Stevens, Finance Director
7. Tax Abatements, Veterans Credits & Exemptions
8. Permits & Approvals
9. Town Manager's Report
10. Select Board Committee Reports
11. Correspondence
12. Review Board Calendar

13. Non-Public Session 91-A:3,2-a

14. Adjournment

Niko Papakonstantis, Chair

Select Board

Posted 12/6/24 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 Interviews



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

~~11/25/24 6:50pm~~
CONFIRMED
12/9/24 6:30 pm
CONFIRMED

Statement of Interest
Boards and Committee Membership

Committee Selection: 250th Commission

New Re-Appointment Regular Alternate

Name: Reneay Allen-Hitzrot Email: RmallenNH@gmail
Address: 185 High St Phone: 603-814-9108

Registered Voter: Yes No

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

Beginning in March, 2025, I will serve as the
Regent of The Exeter Daughters of The American
Revolution for a three-year term. The mission is 3 parts:
o Historic Preservation
o Patriotism
o Civic Education Perfect tie in!!

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: Reneay Allen Hitzrot Date: 11/12/24

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 w/SB
~~11/25/24 6:30 PM~~
CONFIRMED
12/9/24 6:35 PM
CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: 250th Celebration Commission

New **Re-Appointment** **Regular** **Alternate**

Name: Kimberly Barner **Email:** mattitudeyoga@gmail.com

Address: 25 Cullen Way **Phone:** 2169705673

Registered Voter: Yes No

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

I have recently retired from a 22 year career as a Yoga Teacher and Fitness Instructor and would like to offer my time and talents to this commission.

As someone who has interacted with the public for the entirety of my working career, I have a comfort in public speaking, and understand how to work with the public. The bulk of my work history has been working for several city Parks and Recreation, so I understand the dynamics of working with a city, like Exeter.

I am a disciplined, detail oriented self starter. I feel I would be a great fit for this commission.

I have attached my most recent letters of recommendations, so you can get a feel for who I am and what I bring to the table.

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

Signature:

Date: 11/18/24

Town Manager's Office
NOV 19 2024
Received



Re: Letter of Recommendation for Kimberly Barner

To whom it may concern,

I am writing to you to extend my sincere recommendation for Kimberly Barner, a beloved fitness instructor with Lake Oswego Parks & Recreation. I have had the pleasure of working with Kimberly as a participant, peer and supervisor and would like to comment on her performance.

Kimberly was first onboarded as a fitness instructor with LOPR in 2015 to teach general fitness and spin classes. She was immediately loved by all participants and staff and quickly developed a following of loyal students that would take multiple classes. I, too, had the pleasure of taking her classes and enjoyed both the workout and the easy conversation Kimberly brought to each class. Kimberly has taught spin, yoga, strength training and several other classes over the years.

In March of 2020, all of our in-person classes were cancelled due to Covid and Kimberly immediately signed on to teach virtual classes. This continued throughout the pandemic and her classes would consistently have the highest participation rates and return rates of any virtual class we offered. Kimberly ultimately moved out of Oregon but still continues as a Contracted Service Provider for LOPR. Her classes remain our most popular virtual offerings and participants look forward to seeing her each week.

Kimberly is knowledgeable, reliable, communicative and a very enjoyable instructor to work with. We have been so grateful to continue offering classes with her through the pandemic and beyond – we love her!

Please feel free to reach out if you have questions, thank you for taking the time to review this recommendation. I know Kimberly will make a great addition to your team of instructors.

Sincerely,

Cydny Fletcher, Recreation Supervisor
Lake Oswego Parks & Recreation
503-697-6589
cfletcher@ci.oswego.or.us

Lake Oswego Parks & Recreation
503.697.7412
P.O. Box 369
Lake Oswego, OR 97034



July 27, 2021

To Whom It May Concern:

I am delighted to write a letter of recommendation on behalf of Kimberly Barner. Kimberly and I have worked together for 3 years in the Fitness Department at The City of Lake Oswego, Parks & Recreation. She has been employed as a Fitness Instructors since 2015. The classes taught by Kimberly include: Yogalates, Night Night Yoga, Cycle & Soul, Cycle & Strength, and Butts & Guts.

It's rare to find a Fitness Instructors who connects to participants in both a warm and motivating manner, while also executing administrative duties with professionalism and attention to detail. I could count on Kimberly every single time to submit schedules and participant correspondence in a timely, thorough and accurate way. The desire to continually increase her knowledge base and pride in work made her an exceptional member of the LOPR team. Her communication style, competent and friendly. One of our most sought-after instructors, Kimberly's classes nearly always reached registered participant maximum.

It has been an absolute pleasure working with Kimberly and I whole heartedly recommend her. If you would like to know more, do not hesitate to call me at 503-697-7412.

Sincerely,

Annilee Hyre, Fitness Coordinator



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

Interview w/SB
~~11/25/24 6:40 PM~~
12/9/24 6:40 PM
CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: Planning Board

New Re-Appointment Regular Alternate

Name: Marty Kennedy Email: mkennedy@vhb.com

Address: 7 Willey Creek Road, Unit 307 Phone: (603) 548-9822
Exeter, NH 03833

Registered Voter: Yes No

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

I am a registered professional engineer and Senior Principal with the engineering firm of VHB. My background is in Transportation Planning and Traffic Engineering. I am the Immediate Past President and serve as member of the Board of Directors of the American Council of Engineering Companies of New Hampshire (ACEC-NH). I also served on the Town of Derry Planning Board many years ago.

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

Signature: Marty Kennedy Date: 11/18/24

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 12/9/24
6:50 pm

Statement of Interest Boards and Committee Membership

Committee Selection: Arts and Culture

New Re-Appointment Regular Alternate

Name: Kelsey Dumville Email: Kelso4907@gmail.com

Address: 1 Dolloff Farm Drive Exeter, NH Phone: 401-207-1021

Registered Voter: Yes No

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

My husband and I moved to Exeter 11 years ago and quickly fell in love with the town and community. Now, we have two young boys, 4 and 7, who we love to expose to all the wonderful aspects of Exeter. We have seen a lot of great new opportunities to expose and engage the residents and visitors to Exeter's rich history and current livelihood that make it such a great place to live and raise a family. I would like to be a part of continuing that work. I work at the Environmental Protection Agency, where I have been for 16 years. My work focuses on educating and engaging the public on our agencies work. I am dedicated to public service and would love the opportunity to work on the Arts and Culture Committee to serve our town and explore ways to continue engaging our community. If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

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

Signature: Kelsey Dumville Date: October 30, 2024

To be completed by Select Board upon appointment:

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

Approval of Minutes

Select Board Meeting
Monday November 25, 2024
7 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Dan Chartrand, Nancy Belanger

Members Absent: Vice-Chair Molly Cowan, Clerk Julie Gilman

Town Manager Russ Dean was also present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Police Department - Swearing In

Police Chief Stephan Poulin introduced Michael Leno and Aaron Hurlburt, and Town Clerk Andie Kohler swore them in as Police Officers.

3. Proclamations/Recognitions

- a. Mr. Papakonstantis recognized the Exeter Fire Department, and the FDs of the surrounding towns, for their work on the Brentwood brush fire this week.

4. Public Comment

- a. There was no public comment at this time.

5. Approval of Minutes

- a. Regular Meeting: November 12, 2024

Corrections: Mr. Chartrand said the Board also interviewed C. Julie Gaunt for the Sustainability Advisory Committee

MOTION: Mr. Chartrand moved to approve the minutes of November 12, 2024 as amended. Ms. Belanger seconded. The motion passed 3-0.

6. Appointments

MOTION: Ms. Belanger moved to appoint alternate Bill Campbell as a regular voting member of the Pairpoint Park Committee, with no term. Mr. Chartrand seconded. The motion passed 3-0.

7. Discussion/Action Items

- a. Plodzik & Sanderson Audit Report

Finance Director Corey Stevens introduced Director Cheryl Pratt and Senior Manager Ashley Miller-Clem of Plodzik and Sanderson, who were present to discuss the audit.

Ms. Pratt said the staff was very helpful in getting this audit done. She discussed the opinion letter, which is based on various tests and samples of the financial statements. The audit rendered a clean or unmodified opinion for the

town in the year ending 12/31/2023. There are also two additional opinions, which are unmodified opinions, based on the Federal statements. There were no findings, material weaknesses, or significant deficiencies. They will prepare a governance letter where we lay out areas that should be considered to help the efficiencies of the town and the Finance Department, mainly related to policy. Most of those Mr. Stevens is working on or has already resolved.

Mr. Papakonstantis asked how the town compares to other towns that are roughly the same size. Ms. Miller-Clem said the Finance Department here is on top of things and attempting to make improvements. The questions Mr. Stevens is asking us are important questions. We pointed out in the letter things that could be improved upon, such as the ambulance write-off process.

Ms. Pratt said we had a comment about cybersecurity. You should make sure you have controls in place for preventing cyber attacks. We have some additional questions for the next audit on this subject.

b. Valuation Update

Finance Director Corey Stevens was present to discuss the valuation update. Mr. Stevens said our second installment property tax bills went out last Monday, November 18. Staff in tax and assessing have been extremely busy with calls and emails from residents. Many property owners saw a significant rise in their values and have questions. The State of NH requires that towns conduct a revaluation every 5 years to keep up with local fair market values. Market values have increased dramatically since the last revaluation in 2019. The average increase is 55%, but some mobile home properties went up 146%. These represent some of our most affordable starter homes, so it's not surprising to see this set of properties go up. The increase in the assessments resulted in a decrease in the tax rate, dropping to \$17.79 per thousand. This ensures that the town collects no more in taxes than what the voters approved in March. Some property owners saw a decrease in their property bills, and some saw an increase. Appropriations in March 2024 were higher than in 2023. Revised assessments create a shift in the cost share of the budget. If mobile homes went up 146%, they will share more of the cost than previously. Residents should confirm that the data of their bill is accurate. They can check recent solds in their area to see if they are similar or lower than the assessment. If residents disagree with the assessment, they can go through the abatement process. Those applications are due by March 1, 2025. Residents should still pay their bill while they go through this process.

Mr. Papakonstantis asked for public comment.

Nicholas Metz of 1 Tilton Avenue said he saw a substantial increase in his tax bill, around 20% over last year. How much is the increase in burden based on what we voted on, and what is based on averages as a whole? For residential vs commercial, can we see what the revaluation compared? Mr. Dean said there was an average 37% increase to the valuation for commercial property. Mr. Chartrand asked if they would have seen a decrease in their

financial obligation. Mr. Dean said he would defer answering that to another meeting. He added that town taxes increased 4.2% YOY, based on what the voters decided.

Mr. Stevens offered to attend Select Board meetings through the end of the year to address any resident concerns.

Mr. Papakonstantis asked how residents should communicate if they are having trouble meeting their tax burden. Mr. Dean said they should review the exemption and abatement program with the Assessing Office. If that is not a fit, the tax office may do a payment plan based on need. A payment plan doesn't halt the lien process; there can still be liens put on the property if the bill is not fully paid.

Mr. Papakonstantis asked Mr. Dean to utilize the website and Exeter TV to let residents know who to contact to get answers. There were some folks who took a big hit, and it's stressful. He appreciates that folks that have come in here have been respectful and patient, although upset.

c. 2025 Payroll Update

Finance Director Corey Stevens was present to discuss the 2025 payroll "27 Pay" issue. Every 11 years, the town has a 27th pay date, where typically there are 26. This presents a budget challenge because we budgeted for 26 pays. There are three options which are the most viable. We're separating the approaches for hourly staff and salaried staff. The hourly non-union and union staff are going to be paid a day early, on December 31, to avoid this issue. These options are to deal with the impact of salaried non-union staff. We have a 2% COLA and 3% Step, so a 5% wage increase built into the budget. The first option is to give them a 2% COLA and pay the extra 27th pay, which would add \$155K to the overall budget. It would change the General Fund increase from 5.7% to 6.2%. We've identified some areas where we could make around \$20,000 in cuts that would reduce the increase. Mr. Chartrand asked if option 1 as presented includes the \$20,000 of cutbacks. Mr. Stevens said no. Option 2 would be to eliminate the COLA and pay the 27th pay, which would be a \$90,000 impact to the overall budget. The General Fund would go from a 5.7% to 6.0% increase. The third option would be to maintain the increases in the FY25 budget, but divide the wages between the 27 pays. For a \$75,000 employee, they'd see a reduction of \$70 at the mid-year in July. We also have significant health care increases in FY25, which will take effect January 1. If the employee is on a family plan, there will already be a \$37 reduction in each pay period. Mr. Papakonstantis said the health increase this year was significant, almost 19%.

Mr. Stevens said if we choose option 2, we are in effect freezing wages at FY24 levels. Mr. Chartrand asked if the impact in FY26 would be mitigated under Option 3, because the increases would be maintained. Mr. Stevens said that's true. Mr. Papakonstantis said they're not getting a reduction in salary in Option 3, it's just a reduction in each paycheck. Mr. Stevens said that's correct, you're made whole by the end of the year.

Mr. Chartrand said we've put a lot of effort into finding and retaining employees. Which of these options harms retention the least? Mr. Dean said the Executive Team felt that Option 1 presents the least amount of disruption to the employee base and doesn't threaten any progress we've made with retention. It maintains the COLA and avoids freezing the pay grid for 2026. Mr. Chartrand said Option 3 also has that feature. Mr. Dean said Option 3 had a practical impact on people's checks, and it combines with the increase in health insurance. Mr. Stevens said he was initially convinced Option 3 would have been the answer, but he reached out to other towns and groups and has not found one town that has gone with Option 3. Each town was budgeting for additional funds.

Mr. Stevens said Option 1, the 2% COLA plus the 27 pay, is the least impactful. Mr. Chartrand asked if this is the option that is the most prevalent. Mr. Dean said most towns were looking at it as budgeting an extra pay period, but we're maneuvering to get something more palatable for the 2025 budget.

Mr. Chartrand asked if we could wait for the full Board to be present. Mr. Stevens said we're trying to button up the budgets so his preference is to move forward tonight.

Mr. Chartrand said we've worked so hard to retain employees in the post-pandemic landscape. If Option 1 gives us the best chance to maintain that, that's the option he would be in favor of. Mr. Papakonstantis said he stands behind Option 1. These weren't the original options, the Executive Team worked hard to refine them and try to find a way to be fair to our employees. What it costs to recruit and retrain far outweighs a small increase in wages.

MOTION: Ms. Belanger moved to authorize Option 1 as outlined in the Finance Director's November 25, 2024 memo to the Board, where employees receive a 2% cost of living increase and are paid 27 times in FY25. Mr. Chartrand seconded. The motion passed 3-0.

Mr. Chartrand said he loves the fact that Mr. Papakonstantis meets with the Executive Team on a regular basis to represent the Board and the citizens of the town. It makes the process of the Select Board work much better.

d. Construction Manager for new Police Station/Fire Sub-Station

Town Planner Dave Sharples said at the last meeting, we requested to execute a contract with TGAS. We took the conceptual floor plan in the LVA documents and the square footage to meet their needs, and TGAS started refining that. They've been excellent to work with; they're very good at problem solving. We're at a point where we have a solid floor plan. Police and Fire seem very happy with the layout. Net Zero was also in the warrant, and has been a consistent discussion point. We've now started the MEPF [Mechanical, Electrical, Plumbing, and Fire Protection] design and net zero is an important part of that. They hired a green engineer and we'll have a meeting with them to refine the net zero component. Another issue is addressing the elevation change on the site and whether it's huge rocks or ledge. There are two wetlands on the site. The siting is going to impact the ability to put the solar panels on the roof. We're able

to avoid the installation of a radio tower and microwave link on the site, which would have cost several hundred thousand dollars. Running fiber from the existing Police Station downtown to the new site would be more cost-effective.

We issued an RFQ for Construction Manager, and received about 10 proposals. We assembled an interview panel. We requested a contract for pre-construction services, from now until construction. The quote we selected was \$20,000 from Eckman Construction. By mid-January, we'll have a cost estimate. We'll bid it out to the subcontractors in the spring and start construction mid-July. They anticipate a 14-to-16-month construction schedule, so we're targeting Fall 2026. The pre-construction contract is simple and straightforward. Ms. Belanger asked if a motion is needed, and Mr. Dean said no, there's a \$25,000 threshold for what we bring to you, but wanted to let you know that Eckman was selected and we're going forward with them.

e. Amend Sustainability Advisory Committee Membership

Mr. Papakonstantis said we had an opening on the Sustainability Advisory Committee and had two very qualified applicants. It currently has 7 voting members with no alternates. Mr. Chartrand said Kristen Murphy, our staff support for the Sustainability Advisory Committee, reached out to him and asked if SB is considering expanding the committee, to please add additional members as alternates so it does not affect the quorum threshold. He suggests appointing one applicant to the full member slot that's open, and create two alternate positions. Ms. Murphy will look into whether there is a regular member having trouble attending that would like to move to an alternate.

MOTION: Mr. Chartrand moved to amend the Sustainability Advisory Committee membership from 7 voting members to 7 voting members and 2 alternate positions. Ms. Belanger seconded. The motion passed 3-0.

MOTION: Mr. Chartrand moved to appoint Jim Breeling as the regular voting member, term ending April 2027. Ms. Belanger seconded. The motion passed 3-0.

MOTION: Mr. Chartrand moved to appoint Julie Gaunt to one of the new alternate positions we just created, term to expire April 2027. Ms. Belanger seconded. Mr. Chartrand said she may move to be a regular member if a current member would like to be an alternate. The motion passed 3-0.

8. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve a solar exemption for 104/48 in the amount of \$1,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to accept the 2024 Municipal Data Certification of the DRA sales ratio information and memo. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 47/7 in the amount of \$500,000 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 47/6 in the amount of \$100,000 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve 54/6, 54/5/35, and 54/5/40 in the amount of \$100 each for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve 54/5/20, 54/5/21, 54/5/22, 54/5/23, 54/5/24, 54/5/25, 54/5/26, 54/5/27, 54/5/28, 54/5/29, 54/5/30, 54/5/31, 54/5/32, 54/5/33, 54/5/9, and 54/5/10 in the amount of \$7,500 each for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve 54/5 in the amount of \$50 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

Mr. Dean said there was a printer error where Unitil was billed at both a residential and utility tax rate. A corrected bill will be sent. There will be no refund, since we caught it before sending, but it will be processed as an abatement for bookkeeping purposes.

MOTION: Ms. Belanger moved to approve the correction of the incorrect billing for 46/3 as presented by the Deputy Tax Collector in the memo of November 13, 2024. Mr. Chartrand seconded. The motion passed 3-0.

b. Permits & Approvals

Mr. Papakonstantis said we had one bid that we opened for the downtown mobile food vending agreement., from Clyde's Cupcakes. Mr. Dean said everything looks good on our end.

MOTION: Ms. Belanger moved to offer the 2025 downtown mobile food vending license agreement to Clyde's Cupcakes upon receipt of payment of the license fee of \$5,000 and current certificates of insurance for use of the downtown space from Jan 1, 2025, to December 31 2025, and to grant the Town Manager or their designee the authority to sign said license agreement. Mr. Chartrand seconded. He said in our packet, there's approval from all the relevant department heads. The motion passed 3-0.

c. Town Manager's Report

- i. The Swasey Parkway turnaround has been paved and the handicapped spaces have been installed. The posts for the gates were installed today and the gates will be installed in the next couple of days. We've been talking about how to get the word out that the Parkway will be reopened. We can use EXTV and possibly the trailer. Mr. Papakonstantis said Mr. Cronin will make sure that the gates are open for the Holiday parade.
- ii. Regarding 10 Hampton Road, a contract with Hampshire Development Corp is signed and the project is moving forward.

- iii. He participated in the Police Department's CALEA certification process.
- iv. The Westside Drive project bid will be advertised in December. The project will be underway in the springtime.
- v. Regarding Pickpocket Dam, we got an assessor list from Brentwood to notify their residents about the December 10 meeting. We've also asked Brentwood for a letter of support for removing the dam.
- vi. The lead service line program continues. We have a form for those with unknown services for the Department to get in touch with you.
- vii. We're continuing with Fire and Police union negotiations. We've wrapped up Public Works.
- viii. He thanked the Board on behalf of the staff for approving the staff appreciation days.
- ix. There's a donation box downstairs from the Boy Scouts for the NHSPCA.
- x. We got the parking permits out to the developer of the Ioka. He and Darren visited many businesses and let them know what the circumstances are. The general reaction was very positive.

d. Select Board Committee Reports

- i. Ms. Belanger attended a Planning Board meeting. They heard an application from Willey Creek for 9 Ray Farmstead Road, which was continued to Feb 27, 2025. Riverwoods was on the agenda and there was a lot of public comment; it was tabled to December 19. There will be a public sitewalk December 5 at 8 AM. The Arts and Culture meeting tomorrow was cancelled. The next meeting is January 28.
- ii. Mr. Chartrand attended the BRC CIP discussion. There was a lot of good back and forth. He attended a meeting of the business owners and citizens regarding a train station. Mr. Papakonstantis asked Mr. Dean to look into bringing that committee back to the town. Mr. Chartrand asked Mr. Papakonstantis to reach out to Darren Winham on this topic.
- iii. Mr. Papakonstantis attended CIP night. The Swasey Parkway Trustees met to award a bid for the landscape contract, which went to the incumbent. The Pairpoint Park Committee talked about fundraising next year. He offered to be the liaison between the committee and Mr. Stevens. The new fence is up. He met with the assessor for the CALEA certification and she said that she's bringing back proposed changes for her own Police Department based on what we're doing.
- iv. Ms. Belanger asked about details of the parade this year. Mr. Papakonstantis said it's December 7th. Mr. Dean said he hasn't received any details yet.

e. Correspondence

- i. A letter of support for two CIP projects: a public EV charging and styrofoam recycling, from SAC Chair Chris Zigmont and one of the owners of our businesses downtown.

- ii. A letter from NH DRA with the 2023 Town of Exeter cyclical monitoring. Mr. Dean said this is a benchmark for our valuation process and we passed and are certified.
- iii. A letter of thanks from the Board of Trustees of the Historical Society for a donation.
- iv. A notice from Comcast Xfinity about a change in service.
- v. A note about a Holiday Block Party on Thursday December 5 from 4-7 PM. The Parade will be December 7.
- vi. A "Save the date" for a public information session on Pickpocket Dam removal Tuesday, December 10 at the Public Library.

9. Review Board Calendar

- a. The next meetings are December 9, December 23, January 6, and the Budget Hearing on Tuesday January 21.

10. Non-Public Session

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

MOTION: Ms. Belanger moved to adjourn. Mr. Chartrand seconded. The motion passed 3-0 and the meeting was adjourned at 9:15 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments/Resignations



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: meeting

1 message

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Mon, Nov 25, 2024 at 3:12 PM

To: Pam McElroy <pmcelroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Steven Jones <stevenclarkjones@gmail.com>, Melissa Roy <mroy@exeternh.gov>

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Date: Sat, Nov 23, 2024 at 6:31 PM

Subject: Re: meeting

To: Steven Jones <stevenclarkjones@gmail.com>

CC: <suzbok63@gmail.com>, David Sharples <dsharples@exeternh.gov>

Greetings,

This email is sufficient. The SB will take up the resignation formally at our next meeting.

Suzanne, thank you for your time and willingness to volunteer. I appreciate your honesty. My hope is that you will contribute feedback and maybe even consider coming back when your schedule permits.

With sincere gratitude and respect,

Niko

On Sat, Nov 23, 2024 at 10:15 AM Steven Jones <stevenclarkjones@gmail.com> wrote:

Suzanne,

My regrets that you are stepping down! I appreciate the time you have spent thinking about this project in spite of your hectic work schedule during the warm months. With you being absent from town for the next 6 weeks, and with your realization that the work of this committee could continue for two more years, your resignation is probably the wiser course of action.

I cc'd Niko and Dave Sharples on this email to give them a heads up. I am not sure if there is anything more formal you need to do. Niko? Dave? Please chime in if so.

In appreciation,
Steve

On Fri, Nov 22, 2024 at 8:05 AM Suzanne Bokat Stone <suzbok63@gmail.com> wrote:

i apologize for missing the meeting- i was traveling and honestly forgot.

now i leave again on saturday.

i think it may be best if i give up my spot on this project. i am going to be traveling for the next 6 weeks so will probably have a difficult time attending the next meeting. when i signed up i had no idea we the project would extend for years to come. Can you advise with regard to the appropriate persons to notify? I will write a formal resignation letter.

thank you, steve, for all your work on this -

best,
suzanne

Suzanne Bokat Stone
Stem and Petal Gardeners

11/25/24, 3:21 PM

Town of Exeter, NH Mail - Fwd: meeting

Like us on Facebook!

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Instagram: [stem_and_petal_gardens](#)

Email: suzanne@thestemandpetal.com

Sent from Gmail Mobile

Board/Committee/Commission Potential Appointments

250th Celebration Commission

Rev. Dr. Em Heath (interviewed 11/12/24)

Renay Allen-Hitzrot

Kimberly Barner

Planning Board

Marty Kennedy

Arts and Culture Advisory Committee

Kelsey Dumville

Exeter 250th Celebration Commission

Exeter 250th Celebration Commission Charge - DRAFT

2026 will mark the United States' Sestercentennial anniversary of its independence.

Exeter 250th Celebration Commission is established and tasked with organizing, arranging and coordinating thematic tributes to the American Revolution, the 250th anniversary of the signing of the Declaration of Independence and the founding of the "Great Experiment" of democracy.

The Commission shall consist of six (6) residents and a member of the Exeter Heritage Commission as voting members. The terms of the membership shall expire December 31, 2026. A Select Board member, Library representative, and Parks & Recreation representative shall participate as non-voting members.

The Commission shall consult and co-ordinate with the State of NH's American Revolution Sestercentennial Commission established under RSA 17-S, Town Departments, area businesses, non-profit organizations and neighboring towns to ensure that the Town of Exeter site events under its established tasks.

The Commission shall identify and pursue resources necessary to be appropriated in the Town's 2026 budget. These costs may include grant opportunities, associated matching funds, free and volunteer services and monetary donations accepted by the Select Board.

Exeter 250th Celebration Commission

Voting Member	Term	Voting Member	Term
	12/31/2026		12/31/2026
	12/21/2026		12/31/2026
	12/31/2026		12/31/2026

Heritage Commission Rep.

Updated 10/4/24

Discussion/Action Items

Revaluation Update

FY25 Budget Recommendation Committee Recap

Exeter, NH Budget Recommendations Committee (BRC)

FY 2025 Budget Report to the Selectboard

December 4, 2024

1. Budget Highlights and Challenges

a. General Fund

- Preliminary budget requests were \$1,026,817 (4.5%) over 2024 budget. Final BRC recommended budget is \$1,303,162 (5.7%) over the 2024 budget, due to Health care costs (up almost 19% YOY from FY 24), added IT costs for cybersecurity upgrades, vehicle/building maintenance, blue bags, and the fire hydrant fee.
- Support of requested full time Human Resources Director and part time Recreation Senior Coordinator positions.
- Support of continued assessment of DPW campus on Newfields Rd. with funds for general layouts and building sizing.

b. Water Fund

- Preliminary budget requests were \$445,576 (9%) less than 2024 budget. Final BRC recommended budget is \$357,681 (7.2%) below the 2024 budget. Most reductions were due to expiring debt service and reduced Capital Outlay.
- Support of full funding of 5th Water Treatment Plant operator despite retirement early in 2025. Funded small placeholder for a consultant, if necessary, to manage facilities during any potential hiring interim.
- Support of continued assessment of DPW campus on Newfields Rd. with funds for general layouts and building sizing.

c. Sewer Fund

- Preliminary budget requests were \$625,033 (8.3%) over 2024 budget. Final BRC recommended budget is \$661,725 (8.8%) over the 2024 budget due to increases in building and vehicle maintenance budgets.
- Support of continued assessment of DPW campus on Newfields Rd. with funds for general layouts and building sizing.

d. Capital Improvement Program (CIP)

- Support of key bond articles including DPW fuel island, Linden St. bridge improvements, and Pickpocket Dam removal.
- Strong support for next phase of securing long term water supply, Groundwater Development of new well off of Drinkwater Road.
- Support of downtown Electric Vehicle (EV) charging station.

- Support of Styrofoam processing unit to be located at Transfer Station. Revised funding for Transfer Station improvements from \$100K to \$50K to assess what new equipment means for traffic patterns at Cross Rd. facility.
- Support of Executive Team decisions to pay for some projects out of fund balance or excess bond proceeds from completed projects.

2. Budget comparison, Year Over Year (YOY), FYs 2020-2025

Fiscal Year	General Fund	CIP/Vehicles	Water Fund	CIP/Vehicles	Sewer Fund	CIP/Vehicles
2020	\$19,605,537	\$ 546,664	\$3,552,795	\$ 200,000	\$7,686,605	\$1,600,000
2021	\$19,891,082	\$1,260,000	\$4,054,184	\$3,500,000	\$7,015,364	\$4,190,000
2022	\$20,385,366	\$2,511,579	\$4,260,431	\$ 204,538	\$7,396,994	\$5,981,838
2023	\$21,326,280	\$1,674,576	\$4,549,370	\$ 786,684	\$7,519,302	\$1,054,184
2024	\$23,077,622	\$1,084,760	\$4,973,916	\$ 700,000	\$7,500,423	\$ 395,000
2025	\$24,164,024	\$ 933,635	\$4,605,092	\$ 0	\$8,152,155	\$ 895,000

The above FY 2025 figures do not include bond payment amounts for the DPW fuel island, Pickpocket Dam, Linden St. Bridge, Street Sweeper for compliance with Stormwater MS-4 permit, and the Groundwater Development project as the first payments for those projects will not occur until 2026.

3. BRC recommendations

The presented FY 2025 budgets include the Committee’s perspective on a balance between necessary projects and regulatory directives for continued town growth and improved quality of life and an acceptable cost of these programs. While all projects and initiatives were generally considered worthy, some reorganization and prioritization were required during our deliberations.

Thank you for the opportunity to serve the Town of Exeter and its Selectboard,

Respectfully Submitted,

Robert Kelly, Committee Chair

December 4, 2024

On behalf of members:

Liz Canada	Don Cloutier
Andrew Elliott	Enna Grazier
Fran Hall	Amanda Kelly
David Kovar	Dr. Judy Rowan
Chris Soutter	Chris Zigmont
Dr. Anthony Zwaan	

TIF Update

Memo

To: Select Board and Russ Dean, Town Manager
From: Darren Winham, Director
Date: 12.6.24
Re: Epping Road TIF Update – 2024/2025

The Epping Road Tax Increment Financing (TIF) District has been very successful and has raised to date a total of \$11,842,714 since 2016. The current bank balance in the fund is approximately 8.28 million dollars. Of this amount, approximately 1.8 million is due to pay down the outstanding TIF bond, 1.67 million is earmarked for Epping Road widening and related improvements, and approximately 2.5 million has been set aside for a phase 2 of the 'TIF Road' extension of Ray Farmstead Road. The Economic Development Director will provide an update at the December 9 Select Board meeting. Items to be discussed include:

1. A 2025 TIF amendment that would fund the conclusion of the Epping Road widening project currently underway.
2. The potential use of other TIF Fund revenues to assist with other public infrastructure projects that are within the TIF District, such as replacing a section of 8-inch water main on Epping Road with a 12-inch pipe to support development along the corridor, a potential contribution to the \$17.5 million Police Station and Fire Substation, assisting funding the upcoming paving project on Industrial Drive and Commerce Way, and other potential items.
3. A request to make the appointment of Scott Wright of Wright Auto Body to the TIF Advisory Board by the Select Board is sought at this time. Mr. Wright may be interviewed at the Board's discretion.

2025 would be the third time the 2015 TIF would be amended. It was successfully amended in 2018 to add a traffic light and upgrade the intersection of Continental Drive and Epping Road. In 2020 the TIF was again successfully amended to include a corridor study and perform a widening of Epping Road from Continental Drive to Cronin Road.

The original amount in the 2020 TIF would have covered all of the costs of the widening. However, once the pandemic occurred, the project was postponed. When the Town started the project earlier in 2024 we – predictably – discovered the costs were more than the original TIF amendment allowed. The third amendment would authorize the use of existing TIF funds to finalize the project. The Director expects to get the estimate to complete the project from our contracted engineers soon.

Specifically, the details of the 2020 amended TIF were for these purposes: perform a corridor study on Rt. 27 (Epping Road) between the Route 101 interchange and Route 111-A (Brentwood Road); and

infrastructure improvements on Rt. 27 (Epping Road) between the Route 101 interchange and Continental Drive.

The Economic Development Director looks forward to getting into more of the details of each portion of this memo and answer questions at the meeting.

Public Works Projects Update



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov/publicworks • publicworks@exeternh.gov

TO: Select Board

FROM: Stephen Cronin, Public Works Director

DATE: December 6, 2024

RE: Public Works Project Updates

The Public Works Department has several projects in various states of design or construction. Please find below a summary of the status of each project.

Webster Avenue Pump Station and Force Main Replacement

Construction activities began in July. Gas main relocations have been completed and approximately 450 feet of the new HDPE sewer force main has been installed. Force main installation will be paused during the winter months and recommence in the spring. The yard piping, wet well, meter vault, and building foundation work has all been completed. Vertical building construction work has begun and will continue through the winter months. Currently, this project is ahead of schedule with the new pump station anticipated to be online by the end of 2025. Project completion is expected by late spring 2026.

Septage Receiving Upgrades Project

The septage receiving equipment arrived onsite November 12th and construction began November 18th. To date, the mechanical equipment has been installed. The contractor is currently awaiting delivery of the electrical and control equipment. Project is expected to be completed by Spring 2025.

Intersection Improvements (2023 Article 5) – Front Street/Pine Street/ Linden Street Roundabout

The design consultant continues to advance the design of the roundabout concept. Property impacts have been determined and the Department expects to have the necessary easements secured this month. Inspections of the sewer and drainage systems determined that they are beyond rehabilitation and the Department has requested funding through the 2025 CIP process for replacement. It is anticipated that construction will begin during the 2025 construction season.

Linden Street Bridge over Exeter River

Construction bids for this project, opened on January 29th, were significantly higher than the existing appropriations. The Town's engineering consultant attempted to secure additional

Bridge Aid from NHDOT but was unsuccessful. A request for supplemental funding was added to the 2025 CIP. If approved, this project would be re-bid in Spring 2025, with construction beginning later in 2025.

Westside Drive Utility Improvements

The final design has been submitted to NHDES for review. The original project manager moved on from Underwood Engineers in late November and a new project manager has been assigned. While we await final approval for bidding, the consultant will be working to secure the necessary wetlands permits, shoreland permits, and easements for construction. Per a November 24th update received from our consultant, construction is still anticipated to begin in Spring 2025.

Groundwater Source/PEA Well

Drilling and development of the new production well was completed on November 8th. The five-day pumping test began on November 13th and was completed November 18th, without interruption. Private well monitoring equipment remained in place for an additional two weeks to monitor well and groundwater recovery. The pump test subcontractor, Emery & Garrett Groundwater Investigations, is working to complete the final pump test report. They anticipate it will be submitted to NHDES for review in January. A copy of the report will also be provided to the Town of Kensington. A 2025 CIP request has been added for final design and construction of the well. If approved, design would begin in 2025, with construction of the new well beginning in late 2025.

Surface Water Treatment Plant Conceptual Design

A Request for Qualifications for conceptual design of a new Surface Water Treatment Plant was advertised in September. The Department received one proposal from AECOM. An interview with AECOM has been scheduled for the week of December 16th.

Epping Road Near-Term Improvements

The widening of Epping Road from Continental Drive to Cronin Road began September 23rd. Drainage work will continue the week of December 6th. This will include the installation of three additional catch basins and construction of stormwater detention basins. The contractor will continue to proceed with construction as long as the weather remains favorable.

Swasey Parkway Turnaround

Construction of the turnaround has been completed. The gates were installed on Friday, December 6th. The Department will be opening the Parkway to vehicles on Monday, December 9th.

Pickpocket Dam

Per the Board's direction, the Department directed its consultant, VHB, to pursue funding opportunities to support dam removal. Currently, VHB has identified three opportunities and is

preparing applications. The Department will be hosting a public information session on December 10th at 6:00 PM at the Exeter Public Library.

School Street Area Reconstruction Project

Following Select Board approval in October, the Department executed a contract with CMA Engineers for design. Surveying activities will occur in the School Street neighborhood during the week of December 9th. The Department is in the process of collecting infrastructure information that has been requested by CMA for a project design kickoff meeting on Wednesday, December 11th.

Winter Street BMP

Northeast Earth Mechanics has begun construction of the Winter Street BMP. New catch basins and drainage crossings within the road surface have been installed. Installation of the infiltration system will begin the week of December 9th with substantial completion expected by the middle of December.

Rapid Sequence Intubation Update



EXETER FIRE DEPARTMENT

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Advanced Life Support / EMS - Fire Suppression - Health Department - Emergency Management

INTEROFFICE MEMORANDUM

TO: RUSS DEAN, TOWN MANAGER
FROM: JUSTIN PIZON, FIRE CHIEF
SUBJECT: 2025 EMS BUDGET - RSI
DATE: DECEMBER 5, 2024

Hi Russ,

Can you please add this to the packet for the 12/9 Select Board meeting?

Attached you will find a revised 2025 EMS budget. This revised budget includes expenses directly related to Exeter Fire paramedics being credentialed in rapid sequence intubation (RSI). Our preliminary budget did not include those costs as we anticipated the continued use of Exeter Hospital's ALS service to provide this intervention. As we are aware, Exeter Hospital is ending their ALS service no later than March 20th, 2025. It is the goal of the Exeter Fire Department to become RSI credentialed in 2025 so this life saving intervention can continue to be utilized.

For easy identification, I have highlighted the lines affected in the EMS budget (see attached budget). Some of the expenses are one time, some will be reoccurring. I am prepared to articulate those one time vs reoccurring expenses at the 12/9 Select Board meeting.

You will also find the quote for the equipment, education, and hands-on requirements to become credentialed in RSI. These requirements are dictated by the State of New Hampshire. Again, some of these expenses are one time. Please note, the quote from True North Group includes "EMS continuing education" which is an existing, reoccurring expense. This is not an add on.

I look forward to answering any questions or addressing any concerns you or the Select Board may have. I will provide a quick update on Exeter Hospital ALS as well.

Thank you for the opportunity,

Justin

Town of Exeter										
EMS Revolving Fund										
Preliminary Budget FY 2025										
			2023 Budget	2023 Actual	2024 Budget	2024 Actual: June	2025 Budget	2025 Prelim Budget vs. 2024 Budget \$ Increase/-(Decrease)	2025 Prelim Budget vs. 2024 Budget %-Difference	Explanation (Please update for 2025)
Revenues										
ORG	OBJECT	ACCOUNT DESCRIPTION								
30331900	44410	EMS- Federal Stimulus Funds								
30340100	44063	Ambulance Revenues	580,816	747,439	813,499	392,901	793,615	(19,884)		
30340100	44063	Total Revenues	580,816	747,439	813,499	392,901	793,615	(19,884)	-2.44%	
Expenses										
ORG	OBJECT	ACCOUNT DESCRIPTION								
30421520	51110	EMS- Sal/Wages FT Dispatcher	54,016	53,774	54,556	26,300	54,558	2	0.0%	1 FT Dispatcher wages
30421520	51111	EMS- Sal/Wages Shift Differential	-	1,407	1,320	795	1,700	380	28.8%	Dispatcher
30421520	51121	EMS- Sal/Wages Education Incentive	1,000	1,000	1,000	-	1,000	-	0.0%	Dispatcher
30421520	51123	EMS- Sal/Wages Retention Bonus	2,000	-	2,000	-	-	(2,000)	-100.0%	Second lump-sum retention bonus (not subject to retirement); offset by ARPA
30421520	51150	EMS- Sal/Wages Vacation Replacement	-	-	18,424	10,898	27,471	9,047	49.1%	60% Overtime for Vacation Leave Replacement, 6 24/7
30421520	51130	EMS- Sal/Wages Personal Replacement	-	-	13,529	4,784	22,408	8,879	65.6%	60% Overtime for Personal Time Replacement, 6 24/7
30421520	51410	EMS- Sal/Wages Sick Replacement	-	-	24,143	9,263	39,724	15,581	64.5%	60% Overtime for Sick Leave Replacement, 6 24/7
30421520	51300	EMS- Sal/Wages OT (Emergency Recall)	51,672	78,911	53,268	24,423	48,846	(4,422)	-8.3%	Ambulance Emergency Recall OT
30421520	51320	EMS- Sal/Wages - OT (Training)	39,701	-	42,411	17,006	46,710	4,299	10.1%	EMS Training & Licensure OT +\$5625 for RSI Training. Includes 2x6 hour trainings in 2025 (initial requirements). 2026 will require 1x6 hour training per medic (currently 9) for continuing education.
30421520	51400	EMS- Longevity Pay	300	300	300	-	300	-	0.0%	Longevity Pay - Dispatcher
30421520	51420	EMS- Holiday Pay	2,444	2,847	2,477	333	2,526	49	2.0%	Holiday Pay - Dispatcher
		Salaries Total	151,133	138,239	213,428	93,803	245,243	31,815	14.9%	
30421520	52100	EMS- Health Insurance	-	-	-	-	-	-		
30421520	52110	EMS- Dental Insurance	1,900	1,900	1,989	995	2,088	99	5.0%	
30421520	52120	EMS- Life Insurance	54	53	48	24	48	-	0.0%	
30421520	52140	EMS- Insurance Buyout	8,649	7,884	8,672	4,336	9,724	1,052	12.1%	Cost of Health Insurance Buy-Out (New for 2024)
30421520	52200	EMS- FICA	3,705	4,373	3,741	2,051	3,725	(16)	-0.4%	Dispatcher wages @ 6.2%
30421520	52210	EMS- Medicare	2,191	2,129	3,076	1,425	3,556	480	15.6%	Dispatcher and overtime wages @ 1.45%
30421520	52300	EMS- Retirement Town	7,955	8,399	8,071	3,890	8,129	58	0.7%	Dispatcher wages @ NHRS 13.53%
30421520	52320	EMS- Retirement Fire	28,938	24,768	46,064	19,914	56,196	10,132	22.0%	EMS Overtime wages @ NHRS 30.35%
		Benefits Total	53,393	49,507	71,661	32,634	83,466	11,805	16.5%	
30421520	55005	EMS- Ambulance Refunds	1,000	1,077	1,100	847	2,200	1,100	100.0%	Only used to reimburse pts who have double paid for services
30421520	55062	EMS- Contracted Training	6,640	5,898	6,940	1,030	10,640	3,700	53.3%	Licensure training and recertification costs. +\$1500 for CQI and +\$2200 for initial RSI class requirements. 2026 cost will be one less 6 hour bloc =\$1100
30421520	55094	EMS- Emergency Medical Supplies	26,680	27,668	29,680	13,372	29,500	(180)	-0.6%	
30421520	55128	EMS- Fuel	6,650	7,484	7,759	3,865	7,800	41	0.5%	Fuel for ambulances. Unleaded avg ueage 217/gl per month at \$2.84
30421520	55184	EMS- Medical Equip Maint	12,923	13,036	14,995	6,118	17,146	2,151	14.3%	Equipment maint and service contracts. Cost increase for new Stryker PM agreement
30421520	55190	EMS- Mobile Communications	2,825	2,088	3,546	1,014	3,734	188	5.3%	Data plan for defib's, iPads, and Public Eye
30421520	55207	EMS- Paramedic Training	14,000	14,063	14,000	-	14,500	500	3.6%	Paramedic Training & Certification
30421520	55214	EMS- Physicals & Testing	14,054	12,462	20,159	-	20,159	-	0.0%	Physicals & Testing for Firefighter/Paramedics & AEMTs
30421520	55299	EMS- Third Party Collection Fees	29,041	36,912	40,675	16,957	39,680	(995)	-2.4%	Comstar collection fees (5% of Net Revenue Collected)
30421520	55319	EMS- Vehicle Maintenance	3,500	5,769	7,000	1,319	7,000	-	0.0%	Ambulance vehicle repairs
		General Expenses Total	117,313	126,457	145,854	44,522	152,359	6,505	4.5%	
30421520	57000	EMS- Capital Outlay	15,000	14,720	-	-	12,998	12,998		Hamilton T1 Ventilator - 1 time cost
30421520	55004	EMS- Ambulance Lease	61,963	61,963	61,963	61,963	61,963	0	0.0%	5-yr. Lease payment for ambulance 2023-2027
		Capital Outlay Total	76,963	76,683	61,963	61,963	74,961	12,998	21.0%	
30491100	55343	EMS- Transfer Out	-	261,569	-	-	-	-		
			-	261,569	-	-	-	-		
		Total EMS Revolving Fund Expenses	398,802	652,455	492,906	232,923	556,030	63,124	12.8%	
		Net Income/ (Deficit)	182,014	94,984	320,593	159,978	237,585	(83,008)	-25.9%	



Quotation

Quotation#: QUO-43737-F6J5Y4

Last Modified: 11/14/2024 6:57 AM
Customer PO #:

Account Number: 107893SHIP001

Bill To:

EXETER FIRE DEPARTMENT SHIP001
20 COURT ST
EXETER, NH 03833-2796
Ship Method:
Payment Terms:

Ship To:

EXETER FIRE DEPARTMENT SHIP001
20 COURT ST
EXETER, NH 03833-2796

Line No.	Item	Description	UOM	QTY	List Price	Your Price	Ext. Price
1	HAMT1-OB	Recertified Hamilton T1 Transport Ventilator	EA	1	\$16,495.99	\$12,988.00	\$12,988.00

Quote Total: \$12,988.00

Quote Expiration Date:

Comments:

Matthew Stinson

Bound Tree | Account Manager
5000 Tuttle Crossing Blvd, Dublin OH 43016
Office Phone: | Mobile Phone: 603-387-0575
Matthew.Stinson@boundtree.com

Sales Tax will be applied to customers who are not exempt.

Shipping charges will be prepaid and added to the invoice unless otherwise stated.

This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

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fax (800) 257-5713

True North Group

ACLS | PALS | BLS | Continuing Education

Emergency medical education for EMS | TrueNorthGroup.org



Chief Justin Pizon
Exeter Fire Dept.
Exeter, NH

Nov. 22, 2025

*Great EMS education
isn't just informative,
it's **engaging, innovative**
and **entertaining**.*

Re: Updated Proposal for 2025 EMS Continuing Education

Here is the updated proposal for 2025 for:

- EMS Continuing Education
- Exeter Fire RSI Program (Education and CQI)

EMS Continuing Education

Cost: \$3,800

Eight months, four hours per session.

Note: This is the same structure as prior years. (ACLS/PALS provided internally.)

Rapid Sequence Intubation (RSI Program)

RSI Initial Education

Cost: \$2,200

Note: Certification to perform RSI in New Hampshire requires additional training and approvals from your Medical Director and the NH Bureau of EMS. The proposed training is intended to comply with those requirements.

Three sessions:

Mastery of Core Airway Skills / Introduction to RSI 4 Hours

All Exeter Fire EMS providers (EMT/AEMT/Paramedic)

This is included as one of the EMS Con Ed classes above.

Rapid Sequence Intubation (RSI) Class 6 Hours

Paramedics only.

RSI Hands-on Simulation Program 6 Hours

Two airway instructors required.

Paramedics only.

RSI Continuous Quality Improvement (CQI)

Continuous quality improvement is the backbone of an effective RSI program.

Exeter Fire will run its own CQI process. As an expert in RSI and airway CQI, I am proposing to provide review of RSI cases and input to the Exeter Fire CQI process.

Cost: \$1500

1. Review all RSI cases quarterly; provide input to Exeter Fire CQI process.
2. Support RSI Quarterly Grand Rounds review process
(RSI Grand Rounds will be performed during existing EMS education sessions.)

Please feel free to contact me with any questions or feedback.

Eric Jaeger, EMS I/C, NRP, JD
ejjaeger@TrueNorthGroup.org
603-817-5973

ARPA Update



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

TO: TOWN MANAGER, RUSSELL DEAN
FROM: FINANCE DIRECTOR, COREY STEVENS
SUBJECT: ARPA FUNDS UPDATE
DATE: DECEMBER 9, 2024

Please add me to the Selectboard agenda for Monday night to provide with Board with an update on ARPA spending. The Town has until December 31, 2024, to obligate all of the ARPA funds it received during 2021 and 2022. The Town has a current ARPA balance of \$27,390, and I have been working with Town staff on a few projects that I would like to present to the Board for consideration. These include contributing to the Swasey Park turnaround project, various technology improvements to public spaces in the Town Offices, and purchasing other computer hardware and IT services.

ARPA Update & Proposed Projects for Close-Out

Current Balance - ARPA		27,390
Proposed Projects:		
Swasey Turnaround - Gates	(8,700)	
AV/Tech Upgrades - Town Offices	(13,600)	
IT Hardware & Services	(5,090)	(27,390)
Remaining ARPA		-

Corey

Tax Abatements, Veteran's Credits & Exemptions

Permits & Approvals



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov/publicworks • publicworks@exeternh.gov

TO: Select Board

FROM: Stephen Cronin, Public Works Director

DATE: December 6, 2024

RE: **NOAA Coastal Zone Management Habitat Protection and Restoration Competition Application for Pickpocket Dam Removal Project**

Following a review of the Pickpocket Dam Feasibility Study at the June 24, 2024 Select Board Meeting, the Board voted unanimously “to authorize the Town Manager or designee to implement a CIP and warrant article to remove the dam” and “to seek to obtain all outside funding, including but not limited to State and Federal funding.” Accordingly, the Public Works Department directed its consultant, VHB, to explore potential funding opportunities.

VHB identified a funding opportunity through NOAA’s Office for Coastal Zone Management and submitted a Letter of Intent on behalf of the Town for The Coastal Zone Management Habitat Protection and Restoration Competition. The Public Works Department was notified that the Town has been selected to submit a full application to the grant competition; and has been encouraged by VHB and NHDES grant reviewers to include Letters of Support from various stakeholders, including the Select Board.

The Department respectfully requests that the Select Board approve a Letter of Support for inclusion with the Town’s application. A draft letter is attached for your consideration.



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

December 9, 2024

NOAA Office for Coastal Management
Coastal Zone Management Program
2234 South Hobson Ave
Charleston, SC 29405-2413

RE: FY24 Bipartisan Infrastructure Law Coastal Zone Management Habitat Protection and Restoration Competition

To Whom It May Concern,

On behalf of the Town of Exeter Select Board, I am pleased to offer our strong support for the Coastal Zone Management Habitat Protection and Restoration Competition application submitted by the Town of Exeter for the proposed Pickpocket Dam Removal Project. This initiative aligns closely with our community's commitment to environmental stewardship, sustainability, and public safety.

In April 2024, VHB completed the Pickpocket Dam Feasibility Study on behalf of the Town of Exeter. Following a review of the Feasibility Study, the Select Board recognizes that the Pickpocket Dam no longer serves its original purpose, does not meet current dam safety criteria, and contributes to environmental challenges such as flooding, obstruction of fish migration, and habitat degradation. Therefore, the Select Board voted unanimously "to authorize the Town Manager or designee to implement a CIP and warrant article to remove the dam" and "to seek to obtain all outside funding, including but not limited to State and Federal funding."

The Exeter River is cherished by Exeter's residents and visitors for its ecological diversity and recreational opportunities. In 2016, Exeter removed its Great Dam located in the center of Town, restoring the Exeter River back to its natural state where it meets the Squamscott River. This has resulted in increased fish populations and significantly improved water quality. The Select Board looks forward to similar successes through the removal of Pickpocket Dam.

On behalf of the Town of Exeter, the Select Board wholeheartedly supports this Coastal Zone Management Habitat Protection and Restoration Competition application and asks that you consider it favorably. This initiative represents a critical investment in our community's environmental health and sustainability.

Sincerely,

Niko Papakonstantis, Chair of the Select Board
Town of Exeter, New Hampshire

Town Manager Report

Select Board Committee Reports

Correspondence