

**SELECT BOARD MEETING**  
**Monday, March 31, 2025**  
**6:00 pm**  
**Nowak Room, Town Offices**  
**10 Front Street, Exeter, NH 03833**  
**REGULAR BUSINESS MEETING BEGINS AT 7:00 PM**

Meetings can be watched on Ch 22 or Ch 6 or YouTube. Attendees can join in person or virtually via Zoom.

To access the meeting, click this link: <https://us02web.zoom.us/j/88212233741>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 882 1223 3741

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](mailto:extvg@exeternh.gov) or 603-418-6425 with any technical issues.

**AGENDA**

1. Call Meeting to Order
2. Non-Public Session: RSA 91-A:3,II(I)
3. Board Interviews:
  - a. Pairpoint Park Stakeholders Advisory Committee – Maisie Sanderson 6:30 pm
  - b. Facilities Advisory Committee – Timothy Willis 6:40 pm
  - c. Budget Recommendations Committee – Jay Childs 6:50 pm
4. Public Comment
5. Approval of Minutes
  - a. Regular Meeting: March 17, 2025; March 24, 2025
6. Appointments/Resignations:
7. Discussion/Action Items
  - a. Chamber of Commerce Lease Agreement – Jennifer Wheeler, Chamber of Commerce
  - b. Public Hearing – Stanton K9 Grant Acceptance – Chief Stephan Poulin, Police Department
  - c. Bike/Pedestrian Master Plan Update – Scott Bogle, RPC; Dave Sharples, Town Planner
  - d. Planet Playground Brick Program Fundraiser – Greg Bisson, Parks & Recreation Director
  - e. Styrofoam Recycling Truck Rental Donation Acceptance – Kristen Murphy, Conservation & Sustainability Planner
  - f. SB297 Update and Sign-On Letter – Russ Dean, Town Manager
  - g. Select Board Board/Committee/Commission Assignments
8. Tax Abatements, Veterans Credits & Exemptions

**9. Permits & Approvals**

- a. MS-232 Certificate of Appropriation Approval – Russ Dean, Town Manager
- b. Planet Playground Donation Approval – Greg Bisson, Parks & Recreation Director
- c. Paving Contract Extension Recommendation – Steve Cronin, DPW Director
- d. Use of Road Aid Funds for Highway Paving – Steve Cronin, DPW Director
- e. Household Hazardous Waste Grant Contract Approval – Steve Cronin, DPW Director

**10. Town Manager's Report**

**11. Select Board Committee Reports**

**12. Correspondence**

**13. Review Board Calendar**

**14. Non-Public Session RSA 91-A:3,II(b)(d)**

**15. Adjournment**

**Niko Papakonstantis, Chair**

**Select Board**

**Posted 3/28/25 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

March 31, 2025  
6:30 pm  
CONFIRMED

## Statement of Interest Boards and Committee Membership

Committee Selection: Pairpoint Park

New

Re-Appointment

Regular

Alternate

Name: Maisie Sanderson Email: maisiesanderson4014@gmail.com

Address: 5 Stone Ridge Lane, Exeter, NH Phone: 603-777-7655

Registered Voter: Yes  No

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

My name is Maisie Sanderson and I am a long term resident of Exeter. I am an architectural designer and am currently a student. I am finishing my Masters of Architecture at Wentworth Institute of Technology this April. I was delighted to hear about the 23 Water Street lot being generously donated to be turned into a park. I would love to get involved with this project and be a part of something great in my community. See the attached pdf for a poster I made with schematic ideas for the development of the site. I believe my design skills could be useful for interpreting community feedback, accurate site drawings, to scale details, 3d mockups and renders, marketing, fundraising and more. I am trained in AutoCAD, Illustrator, Photoshop and rendering software.

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.

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- 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: Maisie Sanderson Date: 03/03/25

*To be completed by Select Board upon appointment:*

Date Appointed: \_\_\_\_\_ Term Ending: \_\_\_\_\_ Full: \_\_\_\_\_ Alternate: \_\_\_\_\_

Pairpoint Park  
23 Water Street  
Exeter, NH, 03833

03 March 2025

Maisie Sanderson  
Architectural Designer  
5 Stone Ridge Lane  
Exeter, NH, 03833

Dear Pam McElroy, Pairpoint Park Advisory Committee, or whom it may concern:

My name is Maisie Sanderson and I am a long term resident of Exeter. I am an architectural designer and am currently a student. I am finishing my Masters of Architecture at Wentworth Institute of Technology this April.

I was delighted to hear about the 23 Water Street lot being generously donated to be turned into a park. I would love to get involved with this project and be a part of something great in my community. See the attached pdf for a poster I made with schematic ideas for the development of the site.

I believe my design skills could be useful for interpreting community feedback, accurate site drawings, to scale details, 3d mockups and renders, marketing, fundraising and more. I am trained in AutoCAD, Illustrator, Photoshop and rendering software.

Thank you for your time and I look forward to your reply.

Sincerely,

*Maisie Sanderson*

maisiesanderson4014@gmail.com

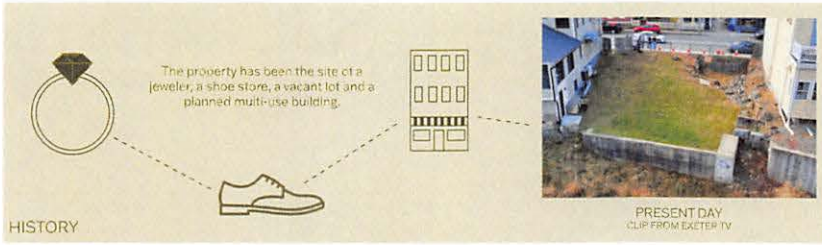
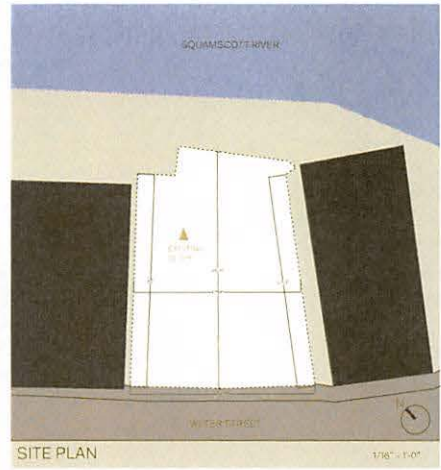
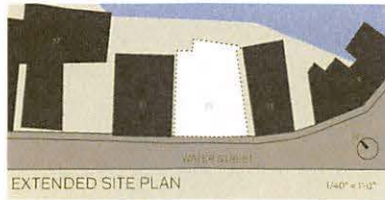
Cell: 603-777-7655 (call anytime, feel free to leave a message.)



# Pairpoint Park

23 Water Street, Exeter, NH, 03833

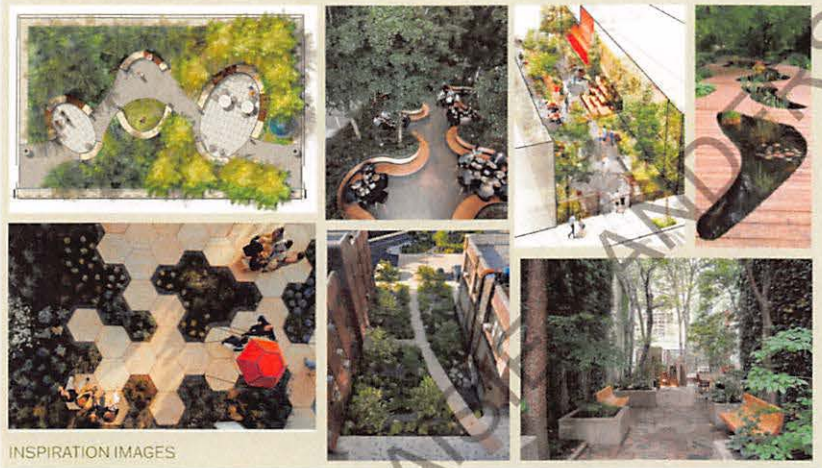
The goal for Pairpoint Park is to design a green space for the public to connect with nature and create a space for residents and visitors to enjoy the benefits that our beloved downtown offers.



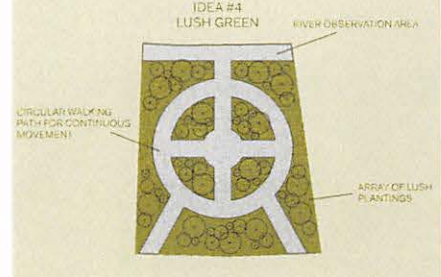
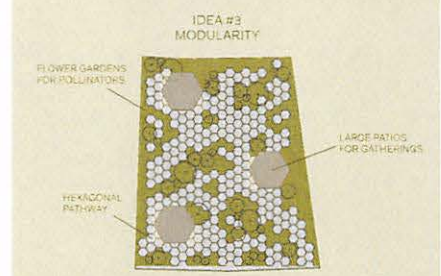
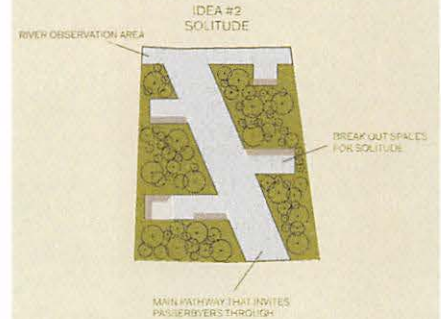
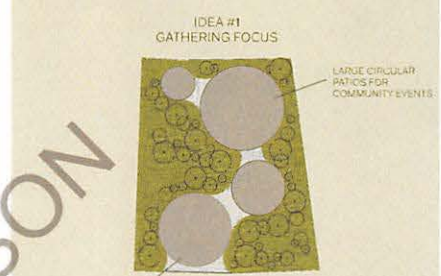
a green space	a moment in nature	hardscape vs. softscape
community gathering	a meeting place	greenery and wildlife
a place of rest	urban oasis	a space for pause

“I end then in praise of small spaces. The multiplier effect is tremendous. It is not just the number of people using them, but the larger number who pass by and enjoy them vicariously, or even the larger number who feel better about the city center for knowledge of them.”  
- William H. Whyte

WHAT IS A POCKET PARK?



## SCHEMATIC PLANS



## 3D MOCKUPS



BY: MAISIE SANDERSON





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

March 31, 2025  
6:40 pm  
CONFIRMED

**Statement of Interest**  
**Boards and Committee Membership**

Committee Selection: Facility Advisory Committee

New  Re-Appointment  Regular  Alternate

Name: Timothy F Willis Email: Timtoolski@hotmail.com  
Address: 196 High St Phone: 978-609-1982

Registered Voter: Yes  No

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

C/U A Heched

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: [Signature] Date: 3/5/2025

To be completed by Select Board upon appointment:

Date Appointed: \_\_\_\_\_ Term Ending: \_\_\_\_\_ Full: \_\_\_\_\_ Alternate: \_\_\_\_\_

Wednesday, March 5, 2025

Mr. Russell Dean  
Town Manager  
10 Front Street  
Exeter NH 03833

Dear Mr. Dean

Thank you for taking the time to review my application for an alternate's position on the Facilities Advisory Committee. I have recently retired and would like to offer my construction expertise to the town in what ever capacity you feel would be most beneficial. Please review my attached CV and I will await a response at your convenience.

Respectfully

Timothy Willis  
(978) 609-1982



Timothy F. Willis

196 High Street  
Exeter NH 03833  
(978) 609-1982

**Employment:** RETIRED

**2021-2024: SMMA Architects**

Construction Administration of two elementary schools (\$150M each) in Massachusetts worked both projects simultaneously.

**2015-2021: BAE Systems**

Facilities Project Manager responsible for the management of the design, bid, and execution of space fit-up for various uses in a defense related industrial campus of over 12 buildings of mixed use and age.

**2013- 2015: Heery International design**

Senior Project Manager:

North Middlesex Regional High School, OPM 82 Million-dollar MSBA  
Owner's Project Manager for a 23 Million-dollar MEP renovation of an  
184,000 sq.ft. occupied elementary school.

**2010- 2013: Kleinfelder/SEA Consultants, Cambridge MA.**

Owner's Project Manager/ Resident Engineer

MVRTA Maintenance Facility Renovation (Haverhill MA). \$3.8M

MVRTA Parking Garage (Haverhill MA). \$8.5M

N-Star Coolant Line Return Project 3.5 mile pipeline project across Cambridge Ma.

Framingham Sewerage Project RE Phase sewerage installation project.

No. Andover Sewer Trunk Line and Maintenance Upgrades.

**2007- 2009: City of Cambridge, MA**

Construction Manager

Cambridge Rindge and Latin HS, War Memorial Athletic Complex. \$29 Million

West Cambridge Community Youth Center. \$16 Million

Cambridge Public Library (Close-out). \$85 Million

Timothy F. Willis

**2001-2007: Municipal Building Consultants, North Andover MA.**

**Project Representative.**

Westminster Elementary School \$13 Million  
North Andover High School \$54 Million  
Woburn Memorial High School \$57 Million  
Melrose Middle School \$42 Million

**2000- 2001: International Federation of the Red Cross, Geneva, CH**

**Construction Delegate.**

1. Successfully completed and passed IFRC Delegate Training. Selected as Construction Delegate to Turkey.
2. Reported to Head of Delegation.
3. Responsible for the design and tender of construction projects in Western Turkey.
4. Managed a team of Turkish Nationals consisting of an architect, engineer, construction administrator, and resident engineers.
5. Coordinate with local and national administrators to determine needs and design requirements
6. Develop Memorandums of Understanding to secure funding from International Donors.
7. Obtain government approvals for construction.
8. Construction oversight.
9. Project cash flow projections
10. Requisition and change order review and approval.

Golcuk Elementary School  
Sakary Hospital  
Dulce Hospital  
Bolu Health Center

International Donor Funds     \$16 Million USD

Timothy F. Willis

### **Additional Experience:**

Helfritch Bro. Boiler Makers Welder Helper.  
Breakwater Builders, Inc. Owner. Framing contractor for custom residential homes.  
MC Andrew. Superintendent. Kendall Sq EMC Fit-up.  
George Ross AIA Clerk of Works Victory Gardens East Boston  
Puma Construction, Field Engineer.  
Gaffeny Plumbing & Heating Plumber's Helper (union)  
Peabody Construction. Lay-out Carpenter (union)

### **Education:**

Wentworth Institute  
Boston MA.  
Civil Construction Program.  
Highest GPA (3.85)

International Federation of the Red Cross & Red Crescent Societies  
Geneva, Switzerland  
Basic Delegate Training:  
Construction Delegate's position  
Helsinki, Finland.  
Completed and certified for employment in both the ICRC & IFRC.

### **License and Certification:**

MCPPO  
LEED's AP Certification  
New Building Construction and Design  
Massachusetts Construction Supervisor  
License # CS 080773

### **Local Involvement**

Town of Seabrook, New Hampshire.  
Conservation Commission (Chair)  
Seabrook Beach Village District Commission (Chair)  
Seabrook Beach Building Inspector  
Winnicunnet Performance Space Building Committee (Representative)  
Seabrook Library (Owner's Rep)  
Town of North Andover, Massachusetts.  
Building Inspector Search Committee  
Fire Chief Applicant Review Committee



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

Interview  
~~3/17/25~~ 6:50 pm  
3/31/25  
CONFIRMED

## Statement of Interest Boards and Committee Membership

Committee Selection: Budget Reccomendations Committee

New  Re-Appointment  Regular  Alternate

Name: Jay Childs Email: jchilds@jbccom.com

Address: 7 Hunter Place, Exeter NH Phone: 603-502-6110

Registered Voter: Yes  No

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

I am a 20+ year resident of Exeter. Raised in Exeter and attended Exeter school system. Previously served on the Budget Recommendations Committee for a period of approximately 5-6 years. I am a self-employed busuiness owner for the past 28 years. Any questions please feel free to reach out to my email or cell.

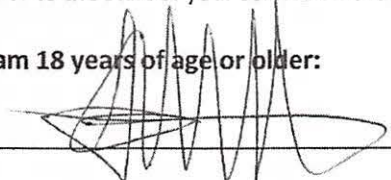
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I certify that I am 18 years of age or older:

Signature: 

Date: 2/1/25

2

## **Approval of Minutes**

Select Board Meeting  
Monday March 17, 2025  
7 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Dan Chartrand, Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were present at this meeting.

Julie Gilman was not present.

The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Swearing in of Elected Officials

- a. Town Clerk Andie Kohler swore in the Elected Officials: Dwane Staples for the Swasey Parkway Trustees; Katherine Miller as Town Moderator; Pat Curtis for the Trustees of the Trust Funds; Cathleen Toomey for the Trustees of the Library; and Christine Soutter, Liz Canada, David Kovar, Bob Kelley, Judy Rowan, and Don Cloutier for the Budget Recommendations Committee.

**MOTION:** Ms. Cowan moved to nominate Niko Papakonstantis for Chair. Ms. Belanger seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger nominated Molly Cowan for Vice-Chair. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Cowan nominated Nancy Belanger for Clerk. Mr. Chartrand seconded. The motion passed 4-0.

3. Public Comment

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

4. Proclamations/Recognitions

- a. There were no proclamations or recognitions.

5. Approval of Minutes

- a. Regular Meeting: March 3, 2025

**MOTION:** Ms. Belanger moved to approve the Select Board minutes of March 3, 2025 as presented. Ms. Cowan seconded. The motion passed 4-0.

6. Appointments



**MOTION:** Ms. Cowan moved to appoint Jamie Sirois to the Robinson Trust, term to end in 2029. Mr. Chartrand seconded. The motion passed 4-0.

Mr. Papakonstantis said there was a question about whether the next candidate had a conflict of interest in serving on both the Tenants' Council and the Housing Authority. Mr. Dean said Tony Texiera, the Executive Director of the Housing Authority, said there was no conflict and she could serve.

**MOTION:** Ms. Belanger moved to appoint Patricia Scott Hall to the Exeter Housing Authority, term to expire April 2025. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to appoint Kelsey Dumville from an alternate to a voting member of the Arts and Culture Advisory Commission, term to expire April 2025. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to accept the resignation of Kimberley Barnard from the 250th Celebration Commission. Ms. Cowan seconded. The motion passed 4-0.

## 7. Discussion/Action Items

### a. Election Update

Town Moderator Kate Miller said we used the Accuvote ballot counting machines for the last time. Next year at Town Election, we'll be able to use the new vote tabulation machines. There were a few lines to feed the 4-page town ballot into the counting machine, but it wasn't a real problem. The turnout was typical for a town election, about 12%. We'd love to see more voters.

Attorney Miller said the laws have changed on people registering to vote and what documents they need. They can no longer use an affidavit; they have to use documents. We registered 9 voters and did not have to turn anyone away. Mr. Chartrand asked what documents residents need. Attorney Miller said they need to establish identity and domicile in the town of Exeter, citizenship, and age. A NH driver's license does not establish citizenship; a passport or a birth certificate is required. Ms. Cowan said this change is appalling. She knows of three women in NH who were turned away from registration because the name on their birth certificate did not match their current name because they got married and took their husband's name. Attorney Miller said there has been virtually zero voter fraud documented. This is a change that will just create more complications and time.

Attorney Miller said she talked with the school district about other voting facilities. It takes a full day to set up the polling place, a day to vote, and half a day to break it down, so it's a big ask of the public schools. We're looking at all options. One option is to split Exeter into two precincts, but that would require duplicating the Clerk, Moderator, and Supervisor of the Checklist. She's concerned about people with mobility issues having to stand and wait. Ms. Belanger said a woman came to her in tears about a more handicapped

accessible option. Attorney Miller said the four additional poll pads approved by the Board will improve the speed of people coming through.

Ms. Belanger said a resident mentioned that postcard voting reminders used to be sent out to town residents. It wasn't the town itself sending them, but is there any reminder we can do? Attorney Miller said putting out information about the date and time of the election is probably fine. Perhaps there could be more electronic signs or other signage.

b. Election Re-Cap

Mr. Dean said it was a good night at the polls for our initiatives. The Drinkwater Road Groundwater Development passed and we are working with the Academy on the easement for that project. The Pickpocket Dam removal passed; we are waiting for a grant notification from the NH Charitable Foundation, which should come by April 8. The Linden Street Bridge repairs will be bid out shortly. The DPW Fuel Island replacement passed and work will start in spring or summer of this year. The Pine/Front/Linden sewer and drain improvements passed and the roundabout project can commence. The operating budget passed with 65%. This will allow us to hire a full-time HR Director and a Senior Coordinator. The Water and Sewer Budgets passed. The Collective Bargaining agreements passed. In Capital Equipment, the sidewalk tractor and dump truck passed. The ADA accessible van passed. The EV charging facility passed. The Appropriate to Sick Leave Trust Fund and Parks Improvements Capital reserve fund passed. The Styrofoam recycling unit passed, and Kristen Murphy will continue to pursue the grant. Replacing the Fire Utility Truck passed. The Transfer Station improvements article passed, and that will be a summertime project. The ADA Fund passed. The Sestercentennial Fund passed. The Appropriation to Swasey Parkway Trust Fund passed. The TIF amendment passed. The 79E citizens' petition passed, so 79E is repealed for now. The rest of the citizens petition articles all passed; the requirement was for the Board to write 40 letters, and they're out the door.

c. Keegan Report Update

William Keegan of Keegan Associates gave an update on his management report. He said we're entering Phase 2 of the process, wherein we evaluate results of management changes, reinterview departments, evaluate the new processes of the Select Board, and perform coaching and mentoring to support the new management structure. The creation of the E-Team has worked out well, ensuring everyone's in the same place on recommending changes to the Board.

One issue identified in Phase 1 was vacant positions in the Public Works Department. New Director Stephen Cronin has been able to move the department forward. The next level of his organization is pretty thin. He may need help finding Engineers. There's not a big pool of candidates for those positions because they require licenses, so we're going to look at growing those

positions internally. Another issue from Phase 1 was retaining talent, but the town is doing a much better job now with improved contracts and wage positions. Another issue was the lack of ability to grow people from within the organization, but the addition of the HR Director should help provide employees with direction and guidance. All of these issues are being addressed.

Over the last 12 months, the E-Team [Executive Team] was formed and meets almost daily. This has removed the "island effect" for the Town Manager and allows him to get different perspectives. Weekly Operations meetings have helped to form a bond between many of the Town's operating departments. He heard that staff didn't have an appreciation of the organization's needs until they had these conversations. A restructuring of the Departments has led to better internal communications.

Areas that still need work are a further review of Public Works; improved internal communications; and helping to identify the mission and initial priorities of the HR Director. Management coaching and training will occur throughout the summer.

Ms. Belanger asked if he thinks that housing plays into retention, based on his experience in other communities. Mr. Keegan said he works with a community where the average home price is \$1.6M, so public servants can't afford to live there. There may have to be discussion about creating housing in the community for town employees.

Mr. Chartrand said we should consider recruiting our citizens for town positions, especially for Water and Sewer. Mr. Keegan said he thinks public service is a calling. You have to get them young, in high school or before. In education now, there's no discussion of civics, which leaves the door closed on that as a career. Reaching out to schools and making public appearances will get folks interested at a young age.

Ms. Cowan said housing affordability factors into how we set our pay scales. We have a crisis coming in NH - and everywhere - if there's nowhere people can afford to live. That should be part of how we think about these issues. Ms. Belanger said this is a long-term problem. Even if zoning allows ADU's, the cost to build them means the monthly rent will be \$2,000 or more.

d. **Swasey Parkway Coastal Resilience Project**

DPW Director Stephen Cronin and Conservation & Sustainability Planner Kristen Murphy were present to discuss the Coastal Resilience project. Mr. Cronin said we were approved for a grant in July with the NH DES Coastal Program. Since then, we've been working to finalize our contract and SOW with DES. Kristen reached out to ensure that the funding was still in place, and she heard that the contracts are in place and have been approved by the Governor and Executive Council, and the Coastal Group has the money in hand, so we're confident in moving forward. We'll start with stakeholder engagement training, which is required by the grant. This should include a member of the Select Board, a member of the Trustees, Kristen, himself, and someone from the Town

Manager's Office. The training is scheduled for March 26. Mr. Papakonstantis agreed to be the Board representative and Mr. Chartrand agreed to be the alternate.

The Board discussed the election results with Mr. Cronin and Ms. Murphy. Mr. Cronin said there has been a noticeable morale boost from the new contract.

Ms. Murphy said we worked with Guilford who have been overwhelmed with requests for styrofoam recycling around Earth Day and asked to defer a styrofoam event to April 26. We've lined up one transport vehicle and may be getting another with funding we have. The event will be at the Public Works facility. Ms. Belanger suggested having EXTV doing a promotional piece. Ms. Murphy said that would be great. Information is on the town website. She would like to speak to the Board in the future about pre-approving donations for a truck rental.

e. Use of Water/Sewer Impact Fees – Corey Stevens, Finance

Mr. Stevens said we are requesting to offset the principal payments debt in the Water & Sewer Funds, at \$63,000 and \$65,000 respectively. We'd like to take an amount equal to the fees paid in 2023 and apply it to the 2025 debt service.

**MOTION:** Ms. Belanger moved to transfer \$57,075, the amount of Water and Sewer Impact Fees collected in 2023, to the General Fund operating account; the breakdown is \$18,007 from the Water Impact Fee and \$39,068 from the Sewer Impact Fee. Mr. Chartrand seconded. The motion passed 4-0.

f. SB297 Update

Mr. Dean said SB297, which impacts the Health Trust risk pool negatively, was the subject of a Senate Finance Committee session. The bill would make the town responsible for losses that the Health Trust incurs. We would be mandated to create a reserve to fund those losses at 1% each year until it reaches 4% of contributions, meaning we can't participate until we have this fund approved by the voters. We would also have to pay replenishments as needed. \$130,000 is the 4% mark. It's not an overwhelming dollar figure, but it's an overwhelming process. We'd have to bring it to Town Meeting and explain it. It's problematic on a number of levels. The basis of this was an ongoing discussion about the level of reserves with the Health Trust. The regulator is the Secretary of State, but for years it's been trying to come under the Division of Insurance. Every time that legislation has been proposed, it's been rebuffed, and the State has lobbied against it. Mr. Chartrand said he thinks the Insurance Department would bring a more nuanced understanding to it.

Ms. Cowan said this is happening a lot in Concord these days. The State has zero revenue and the interest on our ARPA funds and Federal dollars are gone. The majority party wants to say we've cut taxes without explaining that this goes onto your local property taxes. Mr. Dean said at one time, the idea of

“unfunded mandates” would have guided decisions, but now issues like this come forward but no one talks about the unfunded mandate portion. Ms. Belanger said this seems like they’re trying to solve a problem that doesn’t exist.

Mr. Dean said he can raise the idea of a sign-on letter at the Board of Directors on Thursday. Ms. Cowan said the Town of Exeter should be leading the way on work that will impact us and other communities.

**MOTION:** Ms. Cowan moved to have the Select Board write a letter supporting the Health Trust’s position on SB297. Mr. Chartrand seconded. The motion passed 4-0.

Mr. Papakonstantis asked if alternatives to the Health Trust are also regulated by the Secretary of State. Mr. Dean said yes, Health Trust, School Care, and the New Hampshire Insurance Trust are all regulated by the Secretary of State.

g. Select Board Committee Appointments

Mr. Papakonstantis said Ms. Gilman was happy to stay with what she has. Mr. Chartrand said for the Conservation Commission, Ms. Belanger is the alternate. For Water/Sewer Advisory, the voters voted to have two full members from the Select Board. Each of the Board members agreed to stay with their current assignments. Ms. Cowan said she has been having trouble making the time of the Tax Exemption and Credit Advisory Commission, but she wants to stay with it. Mr. Chartrand asked if Mr. Papakonstantis could be the alternate rather than Ms. Gilman, since Ms. Gilman is stretched thin. Ms. Belanger said she is willing to step up if needed. Mr. Papakonstantis said we should keep the Tax Exemption and Credit Advisory meeting as-is until the next meeting.

8. Regular Business

a. Permits & Approvals

Parks and Rec Director Greg Bisson was present remotely via Zoom. He said the spring’s arrival marks the final phase of replacing Planet Playground. We released RFPs in early February and there was a great response. During demolition, we will salvage the pickets with past donors on them to keep as a memento, as well as plaques and artwork and the two kiosks at the front. There will be a final send-off on April 12, following the egg hunt. There will be a brick program for families to leave a legacy, which will come before the Board.

Mr. Bisson said there were five bids for demolition. We’re recommending BWP and Sons at \$10,400, which is a great price. The RFP for fencing had 7 responses, and we recommended AAA Fencing of Dover. For paving, accessibility is one of the most important aspects of the playground, and we want to widen the pathway to 5 feet. We had two bids, and MWS of Hampton came in at \$6,250. Regarding landscaping renovations, we feel that Planet Playground is the gateway to the Recreation Park, and we want to clean up the area around it and make it a centerpiece. Since we removed the trees there’s been a lack of grass and it’s dusty. We will plant grass and have irrigation to keep it green in

heavy sun and foot traffic. We want to install garden beds and trees. The plants will deter mosquitoes. We recommend Days Landscaping of Salisbury MA, as the other submission withdrew their bid. These approvals would leave us with \$16,946.50 from LWCF and Warrant Articles.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with BWP & Sons Excavation for an amount not to exceed \$10,400 for the demolition of the old Planet Playground. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with AAA Fencing for an amount not to exceed \$18,646.00 for the fencing for the new Planet Playground. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with MWS Paving for an amount not to exceed \$6,250.00 for the paving of the new Planet Playground. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with Days Landscaping for an amount not to exceed \$12,350.00 for the landscaping restoration and irrigation of the new Planet Playground. Ms. Cowan seconded. The motion passed 4-0.

b. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Belanger moved to approve an elderly exemption for 87/14/8A, 104/79/955, 104/79/322 in the amount of \$152,251 each for tax year 2025. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an elderly exemption for 103/13/33 in the amount of \$236,251 for tax year 2025. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve a disability exemption for 95/64/47 in the amount of \$125,000 for tax year 2025 Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve a veteran's credit for 99/9 in the amount of \$2,000 for tax year 2025. seconded. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to deny abatements for 32/12/1 and 104/79/209 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 47/8/3243 in the amount of \$485.67 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 64/24 in the amount of \$71.16 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.



**MOTION:** Ms. Belanger moved to approve an abatement for 73/280 in the amount of \$136.98 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 79/22 in the amount of \$106.74 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 87/3/14 in the amount of \$112.08 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 94/22 in the amount of \$305.99 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 96/2/7 in the amount of \$247.28 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 97/34 in the amount of \$1,755.87 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION (not voted):** Ms. Belanger moved to approve a religious exemption for 69/3/13 in the amount of \$585,200 for tax year 2025. Mr. Chartrand seconded. He asked if it were a new religious exemption and stated that he wanted to review the paperwork. Ms. Belanger withdrew her motion and Mr. Chartrand withdrew his second, and the matter was tabled.

c. Town Manager's Report

- i. On Thursday he had a virtual meeting with CRX, the train company, regarding crossing upgrades in April and May. The first time they had this request, they planned on doing the work all at once, but we said we needed it staggered.
- ii. He's attending a Health Trust meeting Thursday.
- iii. He's working with HR to put together a Human Resources Director posting and Senior Coordinator posting. He's working with the Economic Development Director to create some office space for the HR Director, which will require building a wall. When Parks and Rec moves to 10 Hampton Road we should discuss office space.
- iv. He mentioned an email with Bob Kelley on Water and Sewer Rates. The fund balance is \$6M in sewer. The septage facility will be coming online, which is a revenue source.
- v. The Raynes Barn work is recommencing. The contractor did some installation of windows and will continue to work on that.
- vi. He's meeting tomorrow with Mark Leighton of PEA on the groundwater easement.
- vii. The Police Chief and Deputy Chief are in California this week for the CALEA certification.

- viii. He talked with the Fire Chief on a proposed ALS [Advanced Life Support] agreement with Exeter and the other towns. He and the Chief feel it's not in the town's interest to sign on. The first two years of the process are funded by donations and grants so we want to move slowly.
- ix. He attended a Housing Advisory meeting and discussed legislative initiatives on housing.
- x. The town has accounts with TD Bank; they're closing 4 branches and there were penalties imposed on them.
- xi. He's working on an issue for no parking signs on Drinkwater Road based on a resident's letter. He will come to the Board on the 31st with a recommendation for no parking on both sides. It would take three readings of an ordinance change to make that happen. Also Watson Road and other areas could be added to parking regulations.
- xii. He met with the new Library Director Julia Lanter last week and she joined our Ops meeting. She invited the Board or staff to attend the Trustees meetings or bring them to a Board meeting in the future.
- xiii. He toured Lindt on March 5. They are asking for an increased capacity for sewer discharge. The current agreement covers the Stratham industrial park at 75,000 gallons, and they've outgrown it. Mr. Chartrand asked if they're looking for an increase in water as well, and Mr. Dean said yes.
- xiv. The Webster Avenue Pump Station work is getting underway again.
- xv. The Westside Drive project is about to go out to bid. We're finalizing a few easements for that project.
- xvi. The Taxi ticket program has gone away because Academy Taxi has gone away, and there's no taxi service in town that could pick up the program.
- xvii. A boutique hotel project at the Blue Ribbon Cleaners site is going before the Planning Board tomorrow.
- xviii. There's a "Pizza with the Police" event this week.
- xix. Steve Bailey is looking for IT Tech candidates following Andy Swanson's retirement.
- xx. The GIS Coordinator interviews are continuing. We have a few good candidates.
- xxi. The Select Board meeting for the E911 Meeting Place issue will be April 14. We will take up again the issue of renumbering the Meeting Place. We're doing our best to notify the residents. Mr. Chartrand said these folks have special requirements and he would like to see more support for these folks than in previous E911 projects. Mr. Dean said the Board will hear from staff what kinds of resources they have to support this process.
- xxii. Mr. Chartrand asked about federal grant funding. He said we should approach Unutil about picking up the pace on the solar array. Ms. Roy said Dave [Sharples] reached out this week. Mr. Dean said he will check if we've sent them formal correspondence. We've been asking them on a regular basis to pick up the pace. Ms. Roy said it's a highly sought after piece of equipment among other communities as well.

d. Select Board Committee Reports

- i. Ms. Belanger had a Planning Board meeting. There were two ongoing applicants, Green and Company for the MUND [Mixed Use Neighborhood Development] project on Haven Lane and the StoneArch Development project on Portsmouth Ave. A traffic study was discussed, and there was conversation between the Town Planner and the applicant to do an exaction to invest in syncing the lights at Alumni Drive and Greenhill Road. There are some issues with the Haven Lane neighborhood; they're missing some stop signs. That will not fall on the applicant, but we will probably want to take a look at it. One of the abutters is looking for the Select Board to change the times that construction can happen. Right now it's 7 AM to 10 PM. There were some line-of-sight issues. We discussed that the roads at Haven Lane are wider than we require and don't have sidewalks. Regarding Portsmouth Ave, there was discussion about a corridor study for a future CIP, which would take care of any traffic concerns. The traffic study people said this particular project isn't an issue. The 112 Front Street project from StoneArch Development was tabled. At the Housing Advisory meeting, we heard a long summary of bills in Concord. Some of them are redundant. The Town Planner would be interested in going to Concord to testify. We discussed short-term rentals and the zoning amendment that passed. We talked about local government and our charter options, which we've tried to change twice.
- ii. Ms. Cowan attended a Water/Sewer Advisory Committee meeting with a number of abatements, including a request to address a water quality issue in a specific neighborhood. Once the full neighborhood has been addressed, Bob Kelley will come before the Select Board for a formal vote. Mr. Chartrand said this will be a one-off solution that will not apply to anyone else.
- iii. Mr. Chartrand said the Sustainability Advisory meeting was cancelled. He attended Andy Swanson's retirement. He was at the polls on Tuesday so missed the Conservation Commission meeting.
- iv. Mr. Papakonstantis said he also attended Andy Swanson's retirement party. He was among the community leaders who were invited to read at Main Street School. The students told him what they liked best about our town, including the downtown businesses, animals and wildlife in town, and the Public Library.

e. Correspondence

- i. A notice of a public hearing March 31 at 7 PM for the new K9 program at the Police Department
- ii. Correspondence on the Pickpocket Dam vote
- iii. A legislative update from the Community Power Coalition. Mr. Dean said several bills did not make it out of committee. HB760 would have helped

prevent supply cost subsidization by customers served by third party providers, but it didn't pass.

- iv. An NHMA legislative update
- v. An email about the Housing Advisory Committee

9. Review Board Calendar

- a. The next meetings are March 31, April 14, April 28, and May 12. Mr. Papakonstantis said we'll schedule a goal-setting session when Ms. Gilman is back on March 31.

10. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A:3II(a). Ms. Cowan seconded. In a roll call vote, the motion passed 4-0 and the meeting went into non-public at 9:20 PM.

**MOTION:** Ms. Cowan moved to exit non-public session. Mr. Chartrand seconded. In a roll call vote, the motion passed 4-0.

**MOTION:** Mr. Chartrand moved to seal the minutes. Ms. Cowan seconded. The motion passed 4-0.

11. Adjournment

**MOTION:** Mr. Chartrand moved to adjourn. Ms. Belanger seconded. The motion passed 4-0 and the meeting adjourned at 9:48 pm.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

Select Board Meeting  
Monday March 24, 2025  
4:00 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice Chair Molly Cowan, Clerk Nancy Belanger, Selectman Dan Chartrand, Selectwoman Julie Gilman, Town Manager Russ Dean and Assistant Town Manager Melissa Roy were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 4:00 PM.

2. Public Comment

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

3. Approval of Minutes

- a. Regular Meeting: March 3, 2025

Mr. Papakonstantis said the minutes of March 3, 2025 did not include the non-public session at the beginning of the meeting. Mr. Papakonstantis said the minutes have been amended to include:

**Motion:** Ms. Belanger moved to enter into non-public session under RSA 91-A3II(l). Ms. Gilman seconded. In a roll call vote, the Board voted to move to non-public session with a vote of 4-0. The Board moved to non-public session at 6:10 pm.

**Motion:** Mr. Chartrand moved to seal the non-public session minutes indefinitely. Ms. Belanger seconded. The motion passed 4-0 via roll call vote.

**Motion:** Ms. Belanger moved to adjourn from non-public session. Ms. Gilman seconded. By roll call vote, the Board adjourned non-public session with a vote 4-0.

The Board emerged from non-public session at 6:35 pm to return to the public meeting.

Correction: Mr. Papakonstantis said the minutes need to be amended again as the vote was not a roll-call vote.

**MOTION:** Mr. Chartrand moved to accept the revised minutes of March 3, 2025 as amended with the corrections. Ms. Belanger seconded. The motion passed 5-0

4. Review Board Calendar

- a. The Board reviewed meeting dates, and will confirm at their March 31, 2025 meeting.
  - March 31
  - April 14
  - April 28
  - May 12
  - May 27 (Tuesday)

June 9

June 23

July 7

July 21

- b. The Goal Setting Meeting was scheduled for Monday, April 21, 2025 at 7:00 pm at the Senior Center. Bill Keegan offered to facilitate. Mr. Dean will confirm Mr. Keegan's availability.

5. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A3II(a)(c). Ms. Cowan seconded. In a roll call vote, Ms. Gilman, Mr. Chartrand, Ms. Cowan, Ms. Belanger and Mr. Papakonstantis voted aye. The motion passed 5-0.

The Board moved to non-public session at 4:09 pm.

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

6. Adjournment.

**MOTION:** Ms. Belanger moved to adjourn from non-public session. Ms. Cowan seconded. The Board adjourned non-public session with a vote 5-0. The Board stood adjourned at 4:23 pm.

Respectfully Submitted,  
Pam McElroy  
Senior Executive Assistant



## **Appointments/Resignations**

## **Discussion/Action Items**

## **Chamber of Commerce Lease Agreement**

## **Lease Agreement**

This agreement (the "Agreement") is made and entered into by and between **THE TOWN OF EXETER, NH**, with an address of 10 Front Street, Exeter, New Hampshire, 03833, hereinafter referred to as "Lessor" and **THE EXETER AREA CHAMBER OF COMMERCE**, a 501c6 organization with a mailing address of 120 Water Street, Exeter, New Hampshire, 03833, hereinafter referred to as "Lessee".

WHEREAS, the Lessor is the owner of the property located at 9 Front Street, Exeter, Rockingham County, New Hampshire (hereinafter referred to as "the Premises") and further described on the attached Exhibit A and;

WHEREAS, the Lessee desires to lease/rent a portion of the Premises;

NOW, THEREFORE, the parties agree and bind themselves as follows:

1. **Term:** This lease shall commence on April 1, 2025 and shall continue for twelve (12) months, ending on April 1, 2026.
2. **Extension:** At the end of the lease term, the term may be extended up to sixty (60) months by mutual agreement of the parties.
3. **Rent:** The Lessee shall pay an annual rent of \$6,000 for each 12-month period payable in 12 equal monthly installments due on the first business day of each month.
4. **Property Taxes:** The Lessee acknowledges the Lessee's obligation to pay property taxes per RSA 72-23. It is agreed that the aforementioned rent of \$6,000 per year includes any real or personal property taxes on structures or improvements added to benefit the Lessor.
5. **Leased Space:** The space leased shall be defined as 700 square feet located in one room shown in the attached sketch formerly occupied by the Exeter District Court. The sketch is hereby made part of this lease (attached herein as Appendix A).
6. **Utilities:** The Lessor agrees to provide electrical service, heat, water and sewer for said space for no additional cost.
7. **Visitor and Tourism Services:** The Lessee agrees to provide visitor and tourism services to the general public from the leased space as it deems appropriate.
8. **Custodial Services:** The Lessee agrees to provide routine custodial services (cleaning, trash removal, maintenance of Lessee owned equipment, furniture and fixtures) for the leased space at the Lessee's expense. The Lessor agrees to provide all other maintenance services at Lessor's expense.
9. **Signage:** The Lessee will place exterior signage and lettering on the building as is permitted by Town sign ordinance and may use the hardware above the exterior door for

this purpose. The signage will indicate that the space is offices for the Chamber of Commerce.

10. Termination: The Lessor may terminate this lease with 30 days notice to Lessee in the event of an unplanned urgent need for the space. The Lessee may terminate this lease with 30 days notice to the Lessor.
11. Insurance: The Lessee agrees to carry comprehensive general liability insurance that will insure against a combined loss of not less than One Million Dollars (\$1,000,000.00) for each occurrence. Lessee agrees to deliver to Lessor within sixty (60) days of commencement of the term, hereof, a certificate or certificates from an insurance company satisfactory to Lessor, evidencing such insurance and naming Lessor as an "additional insured".
12. The parties agree that upon termination of this lease, the repaired judge's bench will remain in the space, and any improvements made to the space will revert to the Lessor.
13. Amendments to this lease shall be made upon mutual consent of the parties. Amendments shall be in writing.

The parties hereby agree to the terms of this lease by affixing their signatures on this 31<sup>st</sup> day of March, 2025.

WHEREFOR, the Lessor, the Town of Exeter, New Hampshire, by and through the Select Board, or its Town Manager, duly authorized, has hereunto subscribed its name this 31<sup>st</sup> day of March, 2025 and Lessee, the Exeter Area Chamber of Commerce, by and through its Board of Directors or its duly authorized designee has subscribed its name this 31<sup>st</sup> day of March, 2025.

LESSEE

LESSOR

By: \_\_\_\_\_  
Authorized Signature  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Signature  
Date: \_\_\_\_\_

**Notice of Public Hearing – Stanton K-9 Grant Acceptance**

**Town of Exeter, NH**  
**Notice of Public Hearing Pursuant to RSA 31:95-b,III(a)**

Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing in the Nowak Room, 10 Front Street, Exeter beginning at 7:00 PM on the 31st day of March, 2025, for the purpose of complying with the provisions of RSA 31:95-b,III(a) for the following:

To accept granted monies to the Exeter Police Department in the amount of \$32,000 from Stanton K-9 Foundation to be used for items listed in the model budget, including "Green Dog" and trained for the purpose of work/police work. The dog should come with a 1-year health guarantee, along with a guarantee of success in completing a K-9 training course; Initial Training/BPD K-9 Handler course (or comparable facility); In service training, K-9 handler; Cost of cruiser conversion for K-9 team use; Outdoor 6'x12' kennel and doghouse at handler's home; Miscellaneous training and handling equipment (collars, leashes, bite sleeves, exercise balls); K-9 bulletproof vest; Dog food, 3 years @ \$650 per year; Vet care allowance, 3 years @ \$1,000 per year; Reserve for contingencies 10%; Reserve for future K-9 skills training.

Dated: March 4, 2025

Exeter Select Board  
Niko Papakonstantis, Chair



# EXETER POLICE DEPARTMENT



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*Memorandum*

*February 25, 2025*

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**To: Russ Dean, Town Manager**

**From: Chief Stephan Poulin**

**Ref: K9 Grant**

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**I am writing to seek grant acceptance approval for the re-establishment of the K9 program in our town by utilizing the Stanton K9 Unit Establishment Grant. As a police officer for over 24 years, I know the importance of having a quality and vetted K9 program implemented in the correct way. I also know the program's added value for both the safety of the officers, and for the citizens of the community.**

**The Exeter Police once had a K9 Unit from 1988-1992. A newly revised K9 program in our town would greatly enhance the capabilities and effectiveness of our police force. K9 units possess a unique set of skills and abilities that complement traditional policing methods. Through specialized training and exceptional instincts, police dogs excel in various law enforcement operations, including search and rescue, drug detection, missing person/suspect apprehension, and community engagement.**

**I spoke at length with Chief Richard McLaughlin and was impressed with the commitment and dedication of effort that the Stanton Foundation puts into these K9 programs. I am confident that the establishment of a K9 program will have a lasting positive impact on our police force, our community, and the safety of our residents.**

**The grant total is \$32,000. This covers the dog, training, food, vet bills, and equipment. Please note the initial grant does not cover costs of any wages. We can also be reimbursed for the K9 Unit's time spent in training with the Patrol School Grant (\$1,100 per week of school) and Secondary School Grant (\$4,500).**



# STANTON K9 FOUNDATION

January 31, 2025

Chief Stephan Poulin  
Exeter Police Department  
PO Box 127  
Exeter, NH 03833-0127  
603.772.1212

Dear Chief Poulin,

In October 2024, the Stanton K-9 Foundation approved a grant of \$32,000 to the Town of Exeter to support the creation of a K-9 unit at the Exeter Police Department. The Foundation remitted the first payment of \$2,718.01 for kennel expenses in October. The second and final payment of \$29,281.99 is enclosed, along with a countersigned grant agreement. Please confirm that you have received the check and agreement by emailing [richard.mclaughlin@stantonk9foundation.org](mailto:richard.mclaughlin@stantonk9foundation.org).

As explained in the grant agreement, the core grant of \$32,000 may only be used for items listed in the model budget. A copy of the model budget is included with this letter for your convenience. Assistance with the cost of having an officer attend training will be provided through a supplemental grant. Please see the grant agreement for information regarding eligibility and terms of this supplemental grant.

We are very pleased that you have successfully completed the application process and we look forward to seeing the K-9 at work in Exeter after his training is completed.

Sincerely,



Stephen W. Kidder  
Trustee, Stanton K-9 Foundation

Cc: Chief Richard J. McLaughlin (ret.), K9 Program Manager

Encl.

# STANTON K-9 FOUNDATION

## GRANT AGREEMENT

This Grant Agreement is entered into by and between the Stanton K-9 Foundation and the Town/City of Exeter, NH pursuant to which the Stanton K-9 Foundation is awarding a \$32,000 K-9 Grant to the Town/City of Exeter, NH. This Grant is provided to enable the Town/City to establish a K-9 Unit and is intended to cover the costs associated with such a program, as set forth in the Model Budget attached as Appendix A.

This Grant is provided subject to the following terms:

1. The Town/City will demonstrate that it has obtained the requisite legal authority authorizing it to enter into this Grant Agreement.
2. The Town/City agrees that the K-9 grant provided by the Stanton K-9 Foundation shall be used to cover the costs and only the costs set forth on the attached Model Budget, and that these grant funds will not be used for any other departmental activities.
3. Selection of the Canine Officer is at the discretion of the Town/City, but interviews of potential candidates must include an interview with and approval by an experienced K-9 trainer/personnel provided by the Stanton K-9 Foundation.
4. The Canine Officer agrees to commit to serving as handler for an initial five-year period. If for any reason the Canine Officer is unable to continue as handler during that time, the Foundation will have full discretion to rehome the dog as it deems appropriate.
5. The Town/City agrees to provide release time for the assigned Canine Officer to undergo patrol training (typically 10 to 14 weeks), for specialty training with certification, and ongoing in-service education as appropriate.
6. Patrol training will take place in the SPRING 2025 (season/year) session of the BOSTON PD (law enforcement organization) K-9 training program.

\*Must train with one of the following: Berkshire County Sheriff's Office, Boston Police Department's Canine Academy, Connecticut State Police K9 Academy, East Hartford, CT Police Department K9 Academy, Hillsboro, NH Police Department, Massachusetts State Police, Maine State Police, or the Rhode Island K9 Academy

7. Following completion of patrol training, the Foundation will reimburse the Town/City up to a maximum of \$1,100 per week for a maximum of 14 weeks to offset costs required to maintain staffing levels during this period. In order to receive this reimbursement, the Town/City must provide the following documents.
  - a. Copy of program certification from patrol school
  - b. Financial expenditures to date
  - c. Sample reporting template (if not the Foundation template)
8. The Town/City will assist a representative of the Stanton K-9 Foundation in arranging a meeting with the K-9 unit at a mutually convenient time. The Foundation anticipates that this meeting will take place within 30 days following completion of patrol training and certification of the K-9 unit.
9. Following completion of a specialty training program, the Foundation will provide up to \$4,500 to reimburse the Town for release time and other expenses associated with specialty training. The Town/City will provide the Foundation with a copy of the unit's specialty certification in order to be reimbursed. These documents must be submitted within 60 days of certification.
10. Based on the date that the dog and handler are put into service, the Town/City will provide the following reports. The Town/City designates LT DEAN WEST (Name/Title), as the individual responsible for reporting to the Foundation. He/She can be reached at 603 772 1212 (phone number) and dwesst@exeter.nh.gov (email address). Should the designee leave the Town/City, the Town/City will provide the Foundation with a new reporting contact within thirty (30) days. The Town/City may use the template provided by the Foundation (Appendix B) or some other mutually agreed upon format.
  - a. Quarterly activity reports on K-9 unit use for the first year and annual reports thereafter for the next 3 years; and
  - b. Quarterly financial reports on K-9 unit spending for the first year and annual reports thereafter for the next 3 years; and
  - c. Timely reports (within 14 days of the incident) on any K-9 unit incidents, including complaints from the public or injuries sustained by the public, or the unit.

11. If a K-9 officer does not begin training within 180 days of the receipt of grant monies by the Town/City, the Town/City will, at the Stanton K-9 Foundation's request, return the funds to the Foundation.

THE TOWN/CITY OF EXETER, NEW HAMPSHIRE

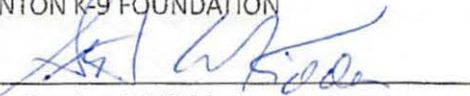
By: 

Title: police chief

Print Name: STEPHAN POULIN

Date: 9-18-2024

STANTON K-9 FOUNDATION

By: 

Stephen W. Kidder

Trustee, Stanton K-9 Foundation

President, Hemenway Trust Company LLC

Date: 1/31/25

## Model Budget for Establishment of K-9 Unit

<i>Item</i>		<i>Cost</i>	
"Green Dog" and trained for the purpose of work/police work. The dog should come with a 1-year health guarantee, along with a guarantee of success in completing a K-9 training course.	\$	9,000	
Initial training, BPD K-9 handler course (or comparable facility)	\$	1,400	
In service training, K-9 handler	\$	500	
Cost of cruiser conversion for K-9 team use	\$	6,000	
Outdoor 6'x12' kennel and doghouse at handler's home	\$	3,000	
Miscellaneous training and handling equipment (collars, leashes, bite sleeves, exercise balls)	\$	2,000	
K-9 bulletproof vest	\$	850	
Dog food, 3 years @ \$650 per year	\$	1,950	- Def Rev.
Vet care allowance, 3 years @ \$1,000 per year	\$	3,000	- Def Rev.
<b>3 year costs</b>	<b>\$</b>	<b>27,700</b>	
Reserve for contingencies: 10%	\$	2,770	- Def Rev.
<b>Project costs</b>	<b>\$</b>	<b>30,470</b>	
Reserve for future K-9 skills training	\$	1,530	- Def Rev.
<b>Grant total</b>	<b>\$</b>	<b>32,000</b>	

\*Please note the Initial Grant does not cover costs of any wages. Departments can be reimbursed for the K9 Unit's time spent in training with our Patrol School Grant (\$1,100 per week of school) and Secondary School Grant (\$4,500).

Deferred

Food	\$1,300
Vet	7,000
10-10	2,770
TRAINING	1,530
<b>TOTAL</b>	<b>\$7,600</b>

Appendix B

## STANTON FOUNDATION K-9 PROGRAM REPORTING FORM

*(please attach any and all supporting documents from tracking software and/or financial transactions)*

<b>Organization:</b>	
<b>K9 Team:</b>	
<b>Reporting Period:</b>	

CATEGORY	TOTAL
<b>Callouts:</b>	
<b>Deployments:</b>	
<b>Tracks:</b>	
<b>Area Searches:</b>	
<b>Building Searches:</b>	
<b>Article Searches:</b>	
<b>Narcotics Searches:</b>	
<b>Community Policing Demonstrations:</b>	
<b>Apprehensions:</b>	
<b>Narcotic Seizures</b>	
<b>In-Service Training Sessions:</b>	
<b>Training Seminars (articulate below):</b>	
<b>Other:</b>	

FINANCIAL	TOTAL
<b>Starting Balance This Period:</b>	
<b>Contributions (describe below):</b>	
<b>Expenses (describe below):</b>	
<b>Balance at End of Period:</b>	

<b>NOTES (Please list highlights below):</b>



# Stanton K-9 Foundation Grant Application

Please fill in the tables below; boxes will automatically expand to fit content.

Administrative Information	
Town/City:	Exeter New Hampshire
County:	Rockingham
Population:	16,500
First or Second K-9 Unit:	First
Anticipated Training Location*	Boston Police Training Academy

Police Department Information	
Annual Operating Budget:	\$4 million
Annual Capital Budget:	\$244,200
Number and type of vehicles:	5 front line Ford Interceptors
Total employees (FTEs):	34
Total sworn officers:	26
Chief of Police:	Stephan R. Poulin
Time in position:	5 years (25 years total LE)
Previous position:	Captain

K-9 Deployment Information	
Previous experience with K-9 Unit (if applicable):	N/A
Current K-9 use (incl. types of calls):	Missing person, narcotics, hospital walk offs
From which agency is K-9 assistance currently requested:	Regional departments and NHSP
Anticipated uses of new K-9 unit (must be dual purpose):	Patrol and Narcotics

Handler Information	
Preliminary estimate of officer interest in K-9 assignment:	Officer Connor Kennedy
Anticipated method of selecting handler:	In house interview

Document Number: 2442265

\*Must train with one of the following: Berkshire County Sheriff, Boston Police Canine Academy, Hillsboro Police Department, MA State Police, ME State Police, or RI K9 Academy

\*\*Attach letter of support from Chief and Town/City authority

# Stanton K-9 Foundation Grant Application

Town Approval Information	
Who, other than Chief, will approve the establishment of a new K-9 Unit (Board of Selectmen, Mayor, etc.)**:	Town Manager Russ Dean

Contact Information (applicant)	
First name:	Stephan
Last name:	Poulin
Rank:	Chief
Email:	spoulin@exeternh.gov
Phone:	603-772-1212

Document Number: 2442265

\*Must train with one of the following: Berkshire County Sheriff, Boston Police Canine Academy, Hillsboro Police Department, MA State Police, ME State Police, or RI K9 Academy

\*\*Attach letter of support from Chief and Town/City authority





# EXETER POLICE DEPARTMENT

Stephan R. Poulin – Chief of Police

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PO Box 127 · Exeter NH 03833-0127 · (603) 772-1212 · Fax (603) 778-7061

[www.exeternh.gov/police](http://www.exeternh.gov/police)

Chief Richard McLaughlin  
Program Manager Stanton K9 Foundation  
75 State Street, 16<sup>th</sup> floor  
Boston, MA 02109

Dear Chief McLaughlin,

I am writing to express my strong support for the establishment of the K9 program in our town, as outlined in the Stanton K9 Unit Establishment Grant. As a police officer for over 24 years, and as the Police Chief for the Exeter Police Department, I know the importance of having a quality and vetted K9 program implemented in the correct way. I also know the program's added value for both the safety of the officers, and for the citizens of the community.

The introduction of a K9 program in our town would greatly enhance the capabilities and effectiveness of our police force. K9 units possess a unique set of skills and abilities that complement traditional policing methods. Through specialized training and exceptional instincts, police dogs excel in various law enforcement operations, including search and rescue, drug detection, suspect apprehension, and community engagement.

I spoke at length with Chief Richard McLaughlin and was impressed with the commitment and dedication of effort that the Stanton Foundation puts into these K9 programs. I am writing to request the support of the Stanton Foundation in making this program a reality for our town as well. I am confident that the establishment of a K9 program will have a lasting positive impact on our police force, our community, and the safety of our residents.

Thank you for your continued efforts in enhancing public safety through these unique programs and for considering our request. Should you require any further information, please do not hesitate to contact me at (603) 772-1212.

Sincerely,

Chief Stephan R. Poulin



## TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 777-1514

[www.exeternh.gov](http://www.exeternh.gov)

August 19, 2024

Program Officer Stanton Foundation  
1 Broadway, 14th Floor  
Cambridge MA 02142

To whom it may concern:

Through recent years, the Town of Exeter has seen an increase in calls where Police Officers and Town residents would have been better served with the addition of a K9 Unit. These calls include missing persons, drug related incidents, and patient walk offs from the Exeter Hospital. At this time, the Exeter Police Department relies on other regional departments or New Hampshire State Police for K9 services. We don't know the amount or quality of training these agencies receive or the temperament of the K9 and its handler coming to our town. Also, once called, it can take up to an hour or more for the department to respond, assuming the K9 unit is available. This is valuable time when it comes to locating a person in need or for effectively detaining a person under suspicion of illegal drug use/possession.

These wait times, along with sporadic availability, hamper location, enforcement and detection. For these reasons, I support the Exeter Police Department's efforts to pursue the K9 program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Russell Dean", with a long horizontal flourish extending to the right.

Russell Dean  
Exeter Town Manager

**Bike/Pedestrian Master Plan Update**



# TOWN OF EXETER

## *Planning and Building Department*

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

[www.exeternh.gov](http://www.exeternh.gov)

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**Date:** March 28, 2025  
**To:** Russ Dean, Town Manager  
**From:** Dave Sharples, Land Use Director  
**Re:** Bike and Pedestrian Master Plan

I am pleased to submit the final Bike and Pedestrian Master Plan. The town contracted with the Rockingham Planning Commission (RPC) to complete the plan. The RPC worked with town staff, the Master Plan Oversight Committee, and many residents in the community to create the attached plan.

Scott Bogle from the RPC and I would like to attend the March 31, 2025 Select Board meeting and present the plan to the Board. We will describe the process including what we did to generate public comment on the plan and highlight the recommendations.

As you may already know, I like plans to have specific recommendations that staff can implement. This document includes many recommendations that will improve our Bike and Pedestrian network in the community. In fact, I recently submitted an application to the Transportation Alternatives Program that includes recommendations from the plan.

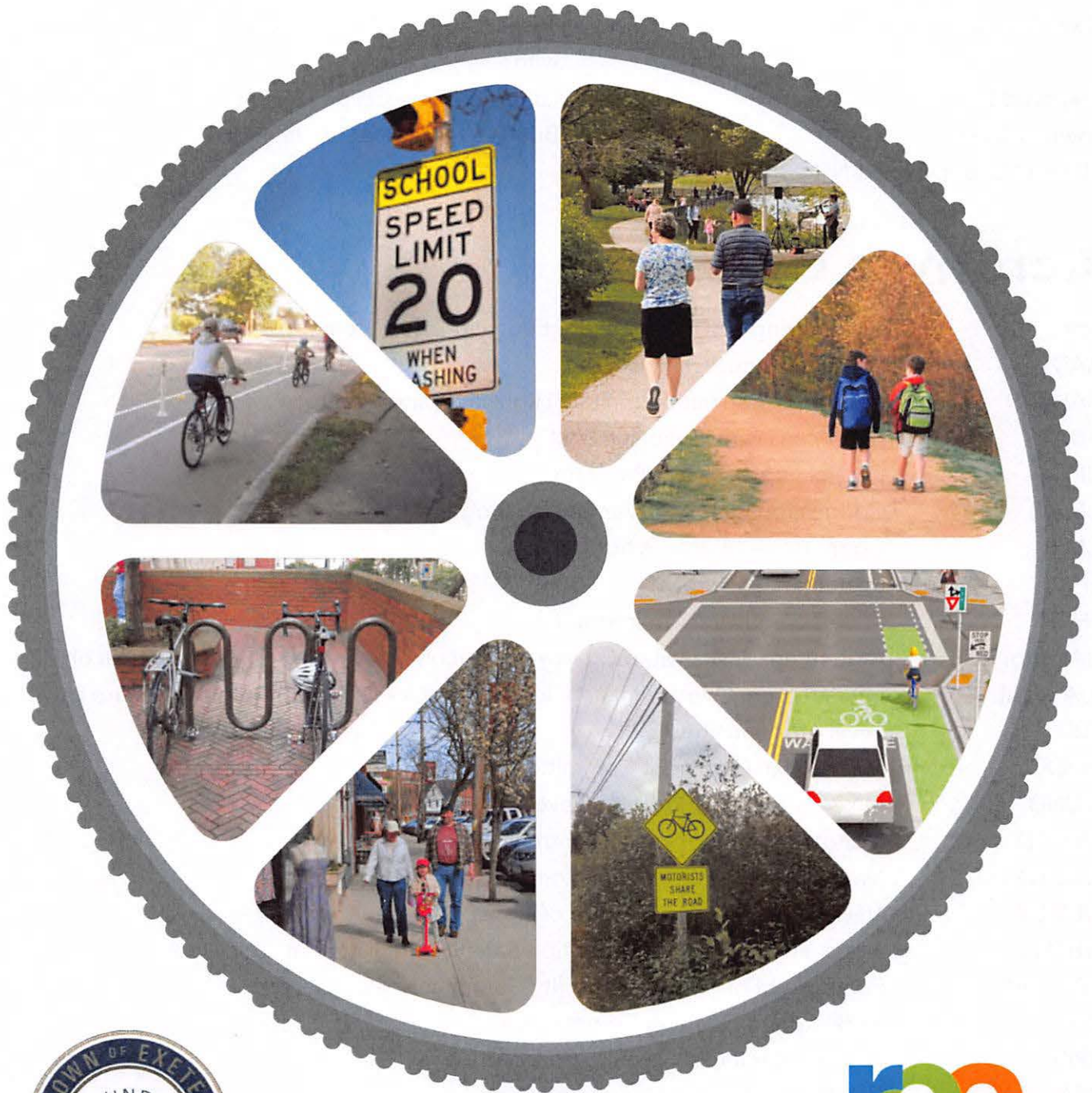
Thank You.

Enclosures (1)



# Exeter Bicycle & Pedestrian Master Plan

March 2025



# Acknowledgments

## Exeter Master Plan Oversight Committee

Pete Cameron  
Aaron Brown  
John Grueter  
Dave Sharples, *Town Planner*

## Prepared for

Town of Exeter  
10 Front Street, Exeter, NH 03833

## Prepared by

Rockingham Planning Commission  
Scott Bogle, *Senior Transportation Planner*  
Rob Pruyne, *GIS Program Manager*  
Trisha Cheever, *GIS Specialist*  
with  
LaVerriere Landscape Design  
Brian Laverriere, *ASLA, Principal*

# Acronym Glossary

5Es	Engineering, Encouragement, Education, Enforcement, Evaluation
AADT	Average Annual Daily Traffic
AASHTO	American Association of State Highway Transportation Officials
ADA	Americans with Disabilities Act
CIP	Capital improvement Program
CMAQ	Congestion Mitigation Air Quality Program
CMS	Cooperative Middle School
EHS	Exeter High School
FHWA	Federal Highway Administration
HAWK or PHB	High-intensity Activated Crosswalk Beacon (AKA Pedestrian Hybrid Beacon)
IJA or BIL	Infrastructure Investment and Jobs Act (AKA the Bipartisan Infrastructure Law)
LTS	Level of Traffic Stress
MPOC	Master Plan Oversight Committee
MUND	Mixed Use Neighborhood Development
MUTCD	Manual of Uniform Traffic Control Devices
NACTO	National Association of City Transportation Officials
NHDOT	New Hampshire Department of Transportation
NHTSA	National Highway Transportation Safety Administration
PROWAG	Public Right of Way Accessibility Guidelines
RPC	Rockingham Planning Commission
RRFB	Rectangular Rapid Flashing Beacon
RSA	NH Revised Statutes Annotated (state laws)
RTP	Recreational Trails Program
SABR	Seacoast Area Bicycle Riders
SS4A	Safe Streets and Roads for All
TAP	Transportation Alternatives Program



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## APPENDICES – IN A SEPARATE VOLUME

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# 1. INTRODUCTION

This Bicycle and Pedestrian Master Plan for the Town of Exeter is intended as a strategy to improve connectivity, safety and comfort for people of all ages and abilities walking and bicycling in town.

This Bicycle & Pedestrian Master Plan summarizes current conditions for bicycling and walking in Exeter including mapping the town's sidewalk network, road shoulder and lane widths, Bicycle Level of Traffic Stress (LTS), STRAVA bicycle trip volume, and crash locations (motorized and bike/ped). It summarizes findings from an extensive public outreach effort that included a town-wide survey that drew more than 800 responses; a pair of public outreach events at farmers' market on Swazey Parkway and outside the polls on election day 2022; two focus group discussions with small groups of town residents, and multiple discussions with town staff and the Exeter Master Plan Oversight Committee (MPOC). Drawing on these inputs RPC developed an extensive list of infrastructure and other improvements addressing gaps in connectivity or other safety concerns, and this list was prioritized with input from members of the MPOC and town staff.

# 2. PLAN PURPOSE, NEED AND GOALS

The Town of Exeter 2018 Master Plan explicitly recognized the value of walking and bicycling in town, and the importance of ensuring safety for vulnerable road users of all ages. The purpose of this Bicycle and Pedestrian Master Plan is to translate the vision of the Town's 2018 plan into specific recommendations for policies, programs and prioritized infrastructure improvements that will help achieve that vision.

Encouraging and improving safety for walking and bicycling in Exeter will support travel and recreation needs for residents of all ages: from youth not yet driving, to adults seeking healthy recreation and alternatives to the automobile, to older adults seeking engagement and connection - especially if they no longer drive. Improving access for walking and bicycling also supports the vibrancy and attractiveness of Exeter as a place to shop, dine and recreate - whether for residents walking from a nearby neighborhood or visitors arriving via the Downeaster.

## Goals & Objectives

### Goal 1. Improve safety for walking and bicycling in Exeter

#### Objectives

- Improve safety for bicycling and walking along state and town roads in Exeter, with an emphasis on the downtown and connections to destinations such as schools and town parks and recreation facilities.



- Ensure intersections and pedestrian crossings are designed for optimal safety for vulnerable road users including high visibility signage, pavement markings and lighting.
- Continue to improve the accessibility of pedestrian and bicycle infrastructure for people of all ages and abilities.
- Continue to improve enforcement of traffic laws related to speeding and driver distraction; and improve data collection for crashes involving vulnerable road users.
- Ensure municipal staff and contractors are familiar with best practices for pedestrian and bicycle safety design, operations and maintenance.

**Goal 2. Increase the number of people walking and bicycling in Exeter for both recreational and utilitarian purposes.**

**Objectives**

- Encourage walking and bicycling through local schools, the parks and recreation programming and community-wide outreach activities.
- Provide wayfinding and amenities that better connect Exeter’s Amtrak Downeaster train station with the town center and trail network as regional destinations.
- Encourage mixed use development and multi-family housing in and near downtown and other community facilities (schools, parks).
- Ensure new commercial and multifamily or subdivision resident development considers pedestrian and bicycle access in site planning and connects to Exeter’s pedestrian and bicycle network.

### 3. PLANNING PROCESS

Extensive public input was gathered to shape this Bicycle and Pedestrian Master Plan. This included a community survey that drew over 800 responses, outreach tables with maps and other input opportunities at Exeter Farmers Market in October 2022 and outside the polls on Election Day in November 2022; a pair of focus group meetings held in December 2022 with Exeter residents and downtown business owners; and multiple meetings with town staff and the Master Plan Oversight Committee. Additional information on each of these engagement elements is provided on the following page.



## Community Survey

The community survey for the Exeter Bicycle & Pedestrian Master Plan was developed by Rockingham Planning Commission with input from town staff and the Master Plan Oversight Committee (MPOC). The survey included 17 questions, identifying how frequently respondents walk or ride a bicycle for different sorts of trips; their level of tolerance for traffic stress and what factors induce stress for them the most while walking; preferences for different facility types and how infrastructure improvements might change their travel patterns; and open-ended questions about specific hazard areas, desired destinations, and no-infrastructure improvements.

The survey was primarily circulated online (and online response was encouraged), while paper copies were made available at Town Hall, Exeter Public Library and the Exeter Department of Parks and Recreation. A total of 882 responses were received between October 2022 and February 2023.

The survey was promoted with a range of methods including:

- Announcements at Select Board and Planning Board meetings
- Promotion on the Town website and Channel 22
- Flyers at the Town Hall, Public Library, Recreation Center and downtown businesses
- Postings on the Parks & Recreation and unofficial community Facebook pages

## Community Outreach Events

Project staff set up tables at two community events in fall 2022 with maps to mark areas of safety concern and potential improvements, copies of the community survey, and additional questions to draw in participants. The project team went to the Exeter Farmer's Market on October 20th, and the polls on November 8th. Turnout was light at the farmer's market, with 18-20 market-goers stopping at the table. Participation was substantial on election day, with over 100 residents stopping to talk, mark up maps and pick up surveys.

## Focus Group Meetings

Two focus group meetings were held in the Wheelwright Room at Exeter Town Offices on December 13th and 19th 2022. A total of 14 people participated in the two small group meetings. The intent of these meetings was to have detailed discussions with residents known as frequent walkers or bicycle riders who had likely done some thinking about what Exeter is doing well on active transportation and what the town could do differently and better. Participants included a range of ages from retirees to a student at Exeter High School, walkers and bicycle riders, residents with young children including children with mobility impairments, business owners and members of the Planning Board and Select Board. Questions for the groups included:

- What do you see as Exeter's strengths as a place for walking and bicycling?
- What connectivity gaps or hazard areas do you see on the town's bicycle and pedestrian network?
- What non-infrastructure actions could the town take to improve walking and bicycling safety?



## Meetings with Town Staff and Master Plan Oversight Committee

Six meetings were held with the Master Plan Oversight Committee between September 2022 and June 2024 to review and finalize project scope, review existing conditions mapping, review findings from the community survey and other public input, review project recommendations and proposed prioritization criteria, review the draft report and plan a public presentation, and ultimately review and accept the final document.

Two additional meetings were held with staff from the Planning & Sustainability Department and Economic Development Department in September and December 2022 to discuss goals for the planning process, identify known hazard areas and potential facility improvements.

## 4. PLAN STRUCTURE - THE FIVE Es

Research by the National Association of City Transportation Officials (NACTO) has demonstrated the link between safe, convenient, lower stress facilities and higher levels of bicycling and walking. At the same time, infrastructure improvements alone are not enough. Children and adults need instruction on safely interacting with traffic, and outreach is needed to ensure drivers understand the rights and responsibilities of people walking and bicycling.

The integrated approach to bicycle and pedestrian safety known as the “5Es” was developed initially for the national Safe Routes to School program but is applicable more broadly in planning for active transportation for all ages. The 5Es are summarized below:

**1. Education** - The education component includes efforts to ensure all road users in Exeter understand rights, responsibilities and rules for safe driving, walking, and bicycling in town. Activities can include in-class presentations in K-12 schools; skills courses for kids and adults offered through the Parks and Recreation Department and Police Departments; and broader public outreach efforts such as yard signs, public service announcements (PSAs) or on-street warning signage emphasizing safe speeds and sharing the road.

**2. Encouragement** - The encouragement component involves anything that makes biking and walking fun and appealing. Examples include group bicycle rides, in-school walking and bicycling challenges, annual events for Seacoast Bike/Walk to Work Day, and the Commute SMART Seacoast B2B Commuter Challenge in May and Conquer the Cold Challenge in January.





**3. Enforcement** - Ensuring enforcement of traffic laws is critical to ensuring safety for all road users, and especially vulnerable road users not encased in the protective metal frame of an automobile. Examples of measures in this area include speed monitoring and patrols, enforcement of state laws related to driver distraction and safe passing distance, and improved data collection when vulnerable road users are involved in automobile crashes.

**4. Engineering** - Engineering improvements can include building and ensuring proper maintenance of sidewalks and bicycle routes, striping crosswalks, installing traffic calming devices, and improving safety signage in school zones.

**5. Evaluation** - Effective planning requires data - data on where and how many people bicycle and walk in town, data on crashes involving vulnerable road users, data on pedestrian and bicycle facility condition, and how all of these factors change over time as the town improves infrastructure and implements non-infrastructure strategies described here.

## 5. EXISTING CONDITIONS

Exeter enjoys many advantages as a community for walking and bicycling. It has a vibrant town center with numerous in-town neighborhoods in easy walking and bicycling distance to restaurants, coffee shops and a range of retail businesses. Exeter's two elementary schools, Main Street School (grades K-2) and Lincoln Street School (grades 3-5), are similarly located in the town center within walking and bicycling distance for many families, as is the former high school - now Seacoast School for Technology.

Community services such as the town hall and town offices, the public library, the senior center, and several playgrounds are located in the town center; while ballfields, the pool and the YMCA are outside the town center but accessible by sidewalk. The town has made a concerted effort over the past two decades to improve safe connectivity for walking and bicycling and makes clear in its Master Plan and implementing ordinances a goal to continue improving.

### Factors that Influence Walking and Bicycling

Having a safe, comfortable network of sidewalks and bicycle routes is a key part of encouraging people to walk and bicycle, but people's willingness to walk or bike for a given trip depends on multiple factors. Various research has sought identify and describe these factors. The following list has been developed by the Victoria Transport Policy Institute:

**Attractions** - Some types of destinations are a better fit for walking and bicycling than others. Downtown business districts like Exeter's, with restaurants and coffee shops, parks, libraries, retail businesses and school campuses provide attractions to which people will choose to walk or bicycle if the access is good.

**Trip Distance** - Length of trip is a significant determining factor in mode choice. Most walking trips are less than a mile, and planners often shorten that to a half mile in estimating how far people are willing to walk. Most utilitarian bicycle trips are less than five miles. Exeter's compact downtown and adjacent neighborhoods support many utilitarian trips by bike or on foot.

**Demographics** - People not yet old enough to drive, older residents who no longer drive or choose to limit their driving, and people who don't own a car for financial reasons are more likely than the population as a whole to get where they need to go on foot. Younger people in their teens and twenties, and lower-income people are more likely than average to rely on a bicycle for transportation. Older residents have relatively high rates of walking for exercise. Exeter's demographic makeup fits the profile for being likely to walk and bicycle.

**Land Use Patterns (Density and Mix)** - Having residential neighborhoods, businesses, schools and other civic destinations in close proximity makes walking and bicycling for utilitarian trips far more likely than when those trip origin and destination types are separated by zoning or other factors. Exeter's concentration of in-town neighborhoods and its vibrant town center with apartments over ground floor retail and restaurants make walking and bicycling practical options for many short trips: to school, the library, Swazey Parkway or a town playground, or a coffee shop or restaurant.

**Road Design & Traffic Stress Level** - Walking or bicycling on roads with high traffic speeds and volumes, and minimal accommodation for vulnerable road users, can be stressful to the point that very few people will bother. Such roads include busy arterials with lots of cars turning in and out of parking lots, or rural highways with little to no shoulder. This describes most of the state highways that connect Exeter with neighboring towns. However, if such roads are modified to add shoulders, or even sidewalks to connect specific destinations, this stress level is reduced and walking and bicycling become much more likely.

**Climate** - Factors like temperature and precipitation impact decisions on whether to walk or bicycle vs. drive for a given trip; but cold weather, rain and snow don't prevent people from walking or bicycling. While Exeter experiences cold, snowy winters like the rest of New England, ensuring sidewalks are rapidly cleared after storms just like roads supports pedestrian safety for people of all ages and abilities.

**Community Attitudes** - Local culture can have a major impact on the level of cycling and walking in a community. Community attitudes, whether supportive or not supportive of walking and bicycling, tend to be reflected by schools, parents, police departments and businesses. Exeter has a history of supporting events like the Exeter Criterium bicycle race, Seacoast Bike/Walk to Work Day, and bicycle safety education for kids. Such initiatives should be continued and expanded.



**Economic Disruptions** - While not described (or foreseen) in the VTPI research, another factor that has influenced walking and bicycling behavior in the past three years has been the COVID-19 pandemic. With the closure of schools, workplaces, fitness centers and transit systems many people turned to walking and bicycling as ways to get out of the house, exercise, manage stress, and see neighbors. Consumer demand for bicycles soared in 2020-2021. Prior economic disruption such as the oil crisis of the 1970s have spurred similar increases in bicycling participation, and smaller increases can be seen at times of high fuel prices. Part of Exeter's pandemic response included promoting the town trail network and closing Swazey Parkway to automobiles as an in-town, traffic separated walking area.

Some of the factors described above are obviously beyond the control of town policy makers, but others can be influenced by decisions of the Select Board, Planning Board, and various town departments. These factors are all important in considering the findings and recommendations that follow.

## Policy Environment & Prior Planning Master Plan

Exeter's Town Master Plan was last updated in 2018 and makes a strong case for value of walking and bicycling not just as recreation, but from standpoint of downtown vitality, livability, and resident desires.

The Call to Action section of the Master Plan is organized around six overarching action items: Support, Prepare, Steward, Grow, Connect and Communicate. Goals and intentions around improving opportunities for walking and bicycling are concentrated in the **Connect** and **Grow** elements of the Plan.

A key recommendation of the Master Plan is that the town develop and adopt a Complete Streets policy that can guide investment in roadway improvements to ensure safe accommodation for all likely road users - whether people driving, bicycling, walking, or waiting to board a bus.



### Exeter understands the value of increasing walking and biking opportunities:

- Walking and biking should be promoted not only as recreational activities, but ways to commute throughout town.
- Building and enhancing walking and biking infrastructure between destinations, such as the Downtown, Lincoln Street, and Epping Road, can help reduce traffic congestion.
- The feasibility of sidewalks, bike lanes, and other amenities should be considered for new streets and the redesign and improvements to existing streets and intersections.
- Prioritizing high-traffic areas for improved and enhanced walking and biking infrastructure will help the Town target areas most in need as well as wisely spend limited funds

The Master Plan includes a clear statement that new development in town needs to be accessible by walking and bicycling, while also emphasizing improvements in existing high traffic areas. It emphasizes improving connections among key areas of town where further redevelopment is anticipated including Downtown, Lincoln Street and Epping Road.

### **Zoning Ordinance & Site Review Regulations**

The town's Zoning Ordinance emphasizes bicycle and pedestrian access in the Mixed-Use Neighborhood Development (MUND) section. This includes circulation onto and within developments, including specific reference to safe access across parking lots. The section also emphasizes external connections to existing and/or planned future ped/bike networks. Allowances for Accessory Dwelling Units to be either attached or free-standing, and provisions for multi-family residential and mixed residential/retail buildings in the town center also encourage land use patterns that support bicycling and walking.

### **Site Plan Review & Subdivision Regulations**

Exeter's Site Plan Review and Subdivision ordinance addresses pedestrian access very well, requiring among other things that:

- Subdivision plans address on site pedestrian access and connections to the adjoining sidewalk network;
- Traffic impact analyses address pedestrian safety;
- On-site circulation patterns for pedestrian traffic should be defined with signage, raised areas, colored or textured paving materials and other techniques; and
- The Planning Board may require installation of sidewalks within development sites on one side of the street and may require off-site pedestrian improvements on adjacent streets to connect to the town sidewalk network.

A key opportunity to better align the Site Plan Review and Subdivision ordinance with recommendations in this Bicycle and Pedestrian Master Plan would be to add specific references to bicycle facilities and access along with sidewalks and pedestrian access. A more extensive analysis of the Zoning Ordinance and Site Plan Review and Subdivision regulations, including recommendations for amendments, can be found in Appendix C.



## Mapping

Data from the NHDOT GIS road layer, Exeter DPW, Google Maps, field observation and other datasets were assembled by RPC to develop a series of maps depicting existing conditions for bicycling and walking in Exeter. These maps are included on the following pages with analysis, and also incorporated into an [online StoryMap](#):

**Map 1.** Existing sidewalk network

**Map 2.** Current travel lane and shoulder widths

**Map 3.** Bicycle Level of Traffic Stress (LTS) classifications for town and state roads

**Map 4.** STRAVA bicycle trip volume

**Map 5.** Crash locations (motorized & ped/bike)

**Map 6.** School Zones

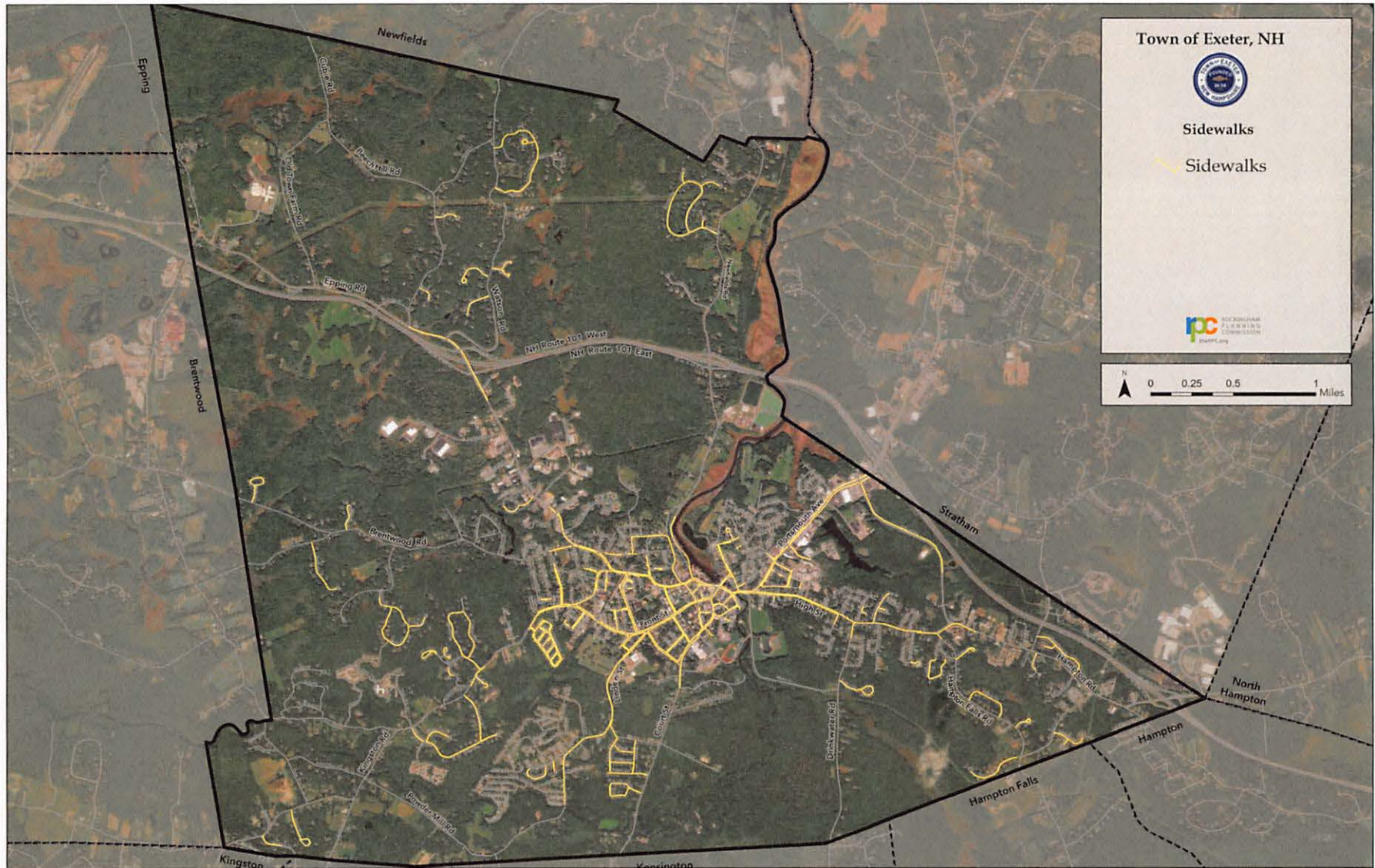
### Map 1. Existing Sidewalk Network

The online, interactive story map begins with map of Exeter’s sidewalk network and assessed condition of the sidewalk segments. In total Exeter has 36.34 miles of sidewalk town wide. Of this 49.6% is rated to be in Excellent condition, 42.4% in Very Good condition, 6.4% in Good condition, and 1.6% in Fair condition. Sidewalk segments rating fair are on Maple and School Streets. Segments rating as Good include parts of Green Street, Garfield Street, Harvard Street, Myrtle Street, Cass Street, Tamarind Lane, Cullen Way and Kelby Scott Way. Ratings are based on the Sidewalk Condition Index (SCI) developed by Bari et al., with field data collected in 2022.

Exeter has invested significantly in the past 10 years in its sidewalk network, including sidewalk and crossing improvements on Lincoln Street in 2018, major sidewalk rebuilding efforts in the downtown on Water Street and Front Street in 2019, on Linden Street in 2021-2022, and on Park Street and Oak Street in 2023. In 2023 the town also added higher visibility pavement markings and crosswalk warning signage at each of the crosswalks on Front Street between the Phillips Exeter Academy green and Cottage Street. The town has secured federal grants in recent years to extend sidewalks on Kingston Road/NH111 to Brickyard Park and Riverwoods; on Epping Road from Brentwood Road to Meeting Place, and to fill gaps in the sidewalk network on Winter and Spring Streets. The town has also worked with developers of projects on Epping Road to extend sidewalks from Continental Drive to Cronin Road.

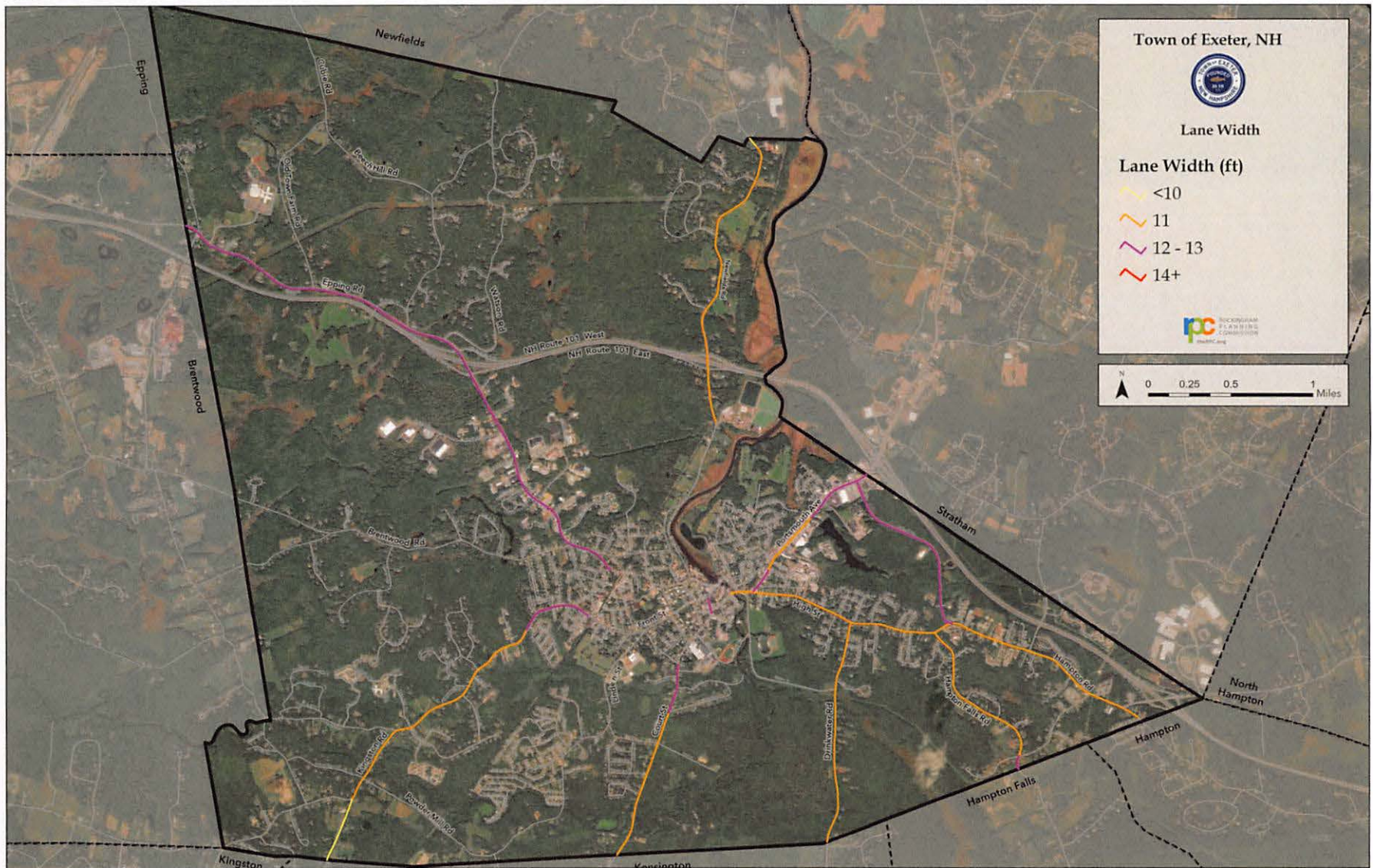


Map 1 - Sidewalk Network



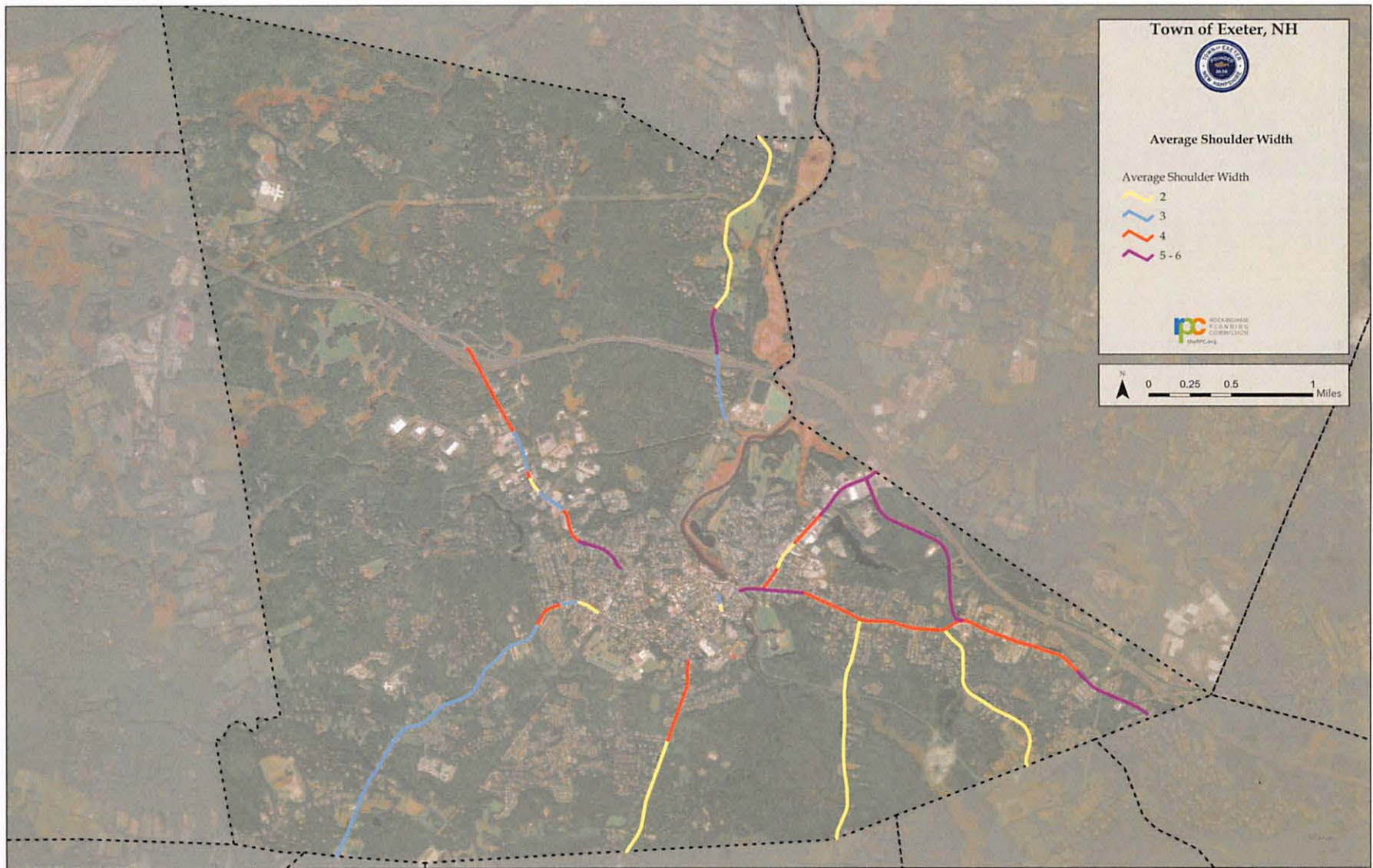


Map 2A - Travel Lane Width





Map 2B - Shoulder Width





## Maps 2A-2B. Current Travel Lane and Shoulder Widths

Map 2A shows travel lane width for roads in Exeter based on data in the NHDOT Roads Layer. Lane widths are broken out into widths of 10 or fewer feet, 11 feet, 12-13 feet, and 14+ feet. Most neighborhood streets as well as state highways in the core downtown area do not have striped lanes/shoulders, so do not show up on Map 2A or 2B. Outside of the downtown most of the state highways that connect to adjacent communities feature 11 foot lanes, including Kingston Road/NH111, Newfields Road/NH85, Court Street/NH108, Hampton Falls Road/NH88, and Hampton Road/NH27. NHDOT now uses eleven feet as the default lane width for state highways other than freeways (interstates, turnpikes, NH101, etc.). Exeter has purposefully narrowed lanes from 12 feet to 11 feet on these higher volume roads in recent years, including High Street/Hampton Road and Court Street.

Several corridors in town do still feature 12-foot lanes, including Epping Road, Holland Way, and portions of Portsmouth Avenue, Court Street and Kingston Road. While 12-foot lanes may be appropriate for strip-type development sections of Epping Road and Portsmouth Avenue, they are unnecessarily wide for roads with adjacent residential development. Lanes greater than 11 feet are not preferred in downtown settings as they contribute to higher vehicle speeds, require greater pedestrian crossing distances, and consume valuable road width that could be reallocated to safer accommodations for bicycling and walking ([NACTO](#)).

Map 2B shows shoulder width on roads throughout town. The standard width for shoulder bicycle routes defined by the American Association of State Highway Transportation Officials (AASHTO) is four feet, increasing to five feet when next to a vertical obstruction like a curb or guardrail. In places shoulder widths vary on the two sides of a road, so widths shown here are averages.

The map shows shoulders of four feet and greater along High Street/Hampton Road/NH27, much of Portsmouth Avenue/NH108, Holland Way and portions of Court Street/NH108 closest to downtown. Shoulders on most of the rural sections of highways outside of the downtown are narrow, with two or fewer feet of shoulder on Hampton Falls Road, Drinkwater Road, Newfields Road north of NH101, and Court Street south of Lary Lane. Kingston Road west of Westside Drive, Newfields Road from Summer Street to NH101, and portions of Epping Road have three-foot shoulders. In addition to outlying rural highways, two narrow-shoulder pinch-points highlighted in public input include Portsmouth Avenue from Prospect Street to Hampton Inn, Epping Road parallel to Jay's Cutoff, and Newfields Road from the railroad bridge to NH101.



### Map 3. Bicycle Level of Traffic Stress (LTS)

Bicycle Level of Traffic Stress (LTS) is a measure of the suitability of a given stretch of roadway for bicycling, recognizing that people have differing levels of tolerance for riding a bicycle in proximity to traffic.

The original BLTS model, developed at the Mineta Transportation Center in 2012 provides a straightforward measure of traffic stress. Inputs include the number of traffic lanes in each direction, posted and prevailing speed, type and width of bicycle infrastructure, presence and width of on-street parking, frequency of bike lane blockage, presence and characteristics of turning lanes, and presence and characteristics of unsignalized crossings. While less data intensive than some other measures of bicycle network quality, some of the inputs to the Mineta model are not available in statewide GIS road layers or municipal databases for smaller cities and towns in New Hampshire. Examples include on-street parking, bicycle lane presence and blockage frequency, and intersection characteristics. Beginning in 2016 faculty and graduate students at Plymouth State University (PSU) have worked to develop a more streamlined version of the Mineta model using the more limited dataset of road attributes available in many rural and small urban areas. RPC worked with PSU in 2019 to collect road attribute data to calculate BLTS for the Rockingham region. The PSU model was run to establish a baseline set of BLTS ratings for all public roads in the study area. These baseline BLTS ratings were then brought out for public feedback through a series of public forums and an interactive online map. Public feedback was then considered in refinements to input data and in some cases model code.

Results for Exeter are shown in Map 3 - Bicycle Level of Traffic Stress. LTS ratings run on a scale from 1 to 4, where a road rated LTS1 will be comfortable for all riders including children, LTS2 denotes a road comfortable for most adults regardless of bicycling experience, LTS3 roads will be comfortable for adults with significant riding experience (approximately 7% of the population), and LTS4 roads are comfortable for only the most experienced and stress tolerant riders (approximately 1% of the population).

**LTS1** - Most neighborhood streets in Exeter are classified as LTS1, comfortable for bicycling for all ages. While these streets represent the majority of road miles in town, the challenge comes when trying to travel between neighborhoods which usually involves traveling on or across busier, higher stress roads.





**LTS2** - The model classified most lower volume rural roads in Exeter as LTS2, suitable for most adults. While many of these have limited shoulders, they are classified as low stress based on low traffic volume and speed. It is still worth considering shoulder expansions in some locations on LTS2 roads.

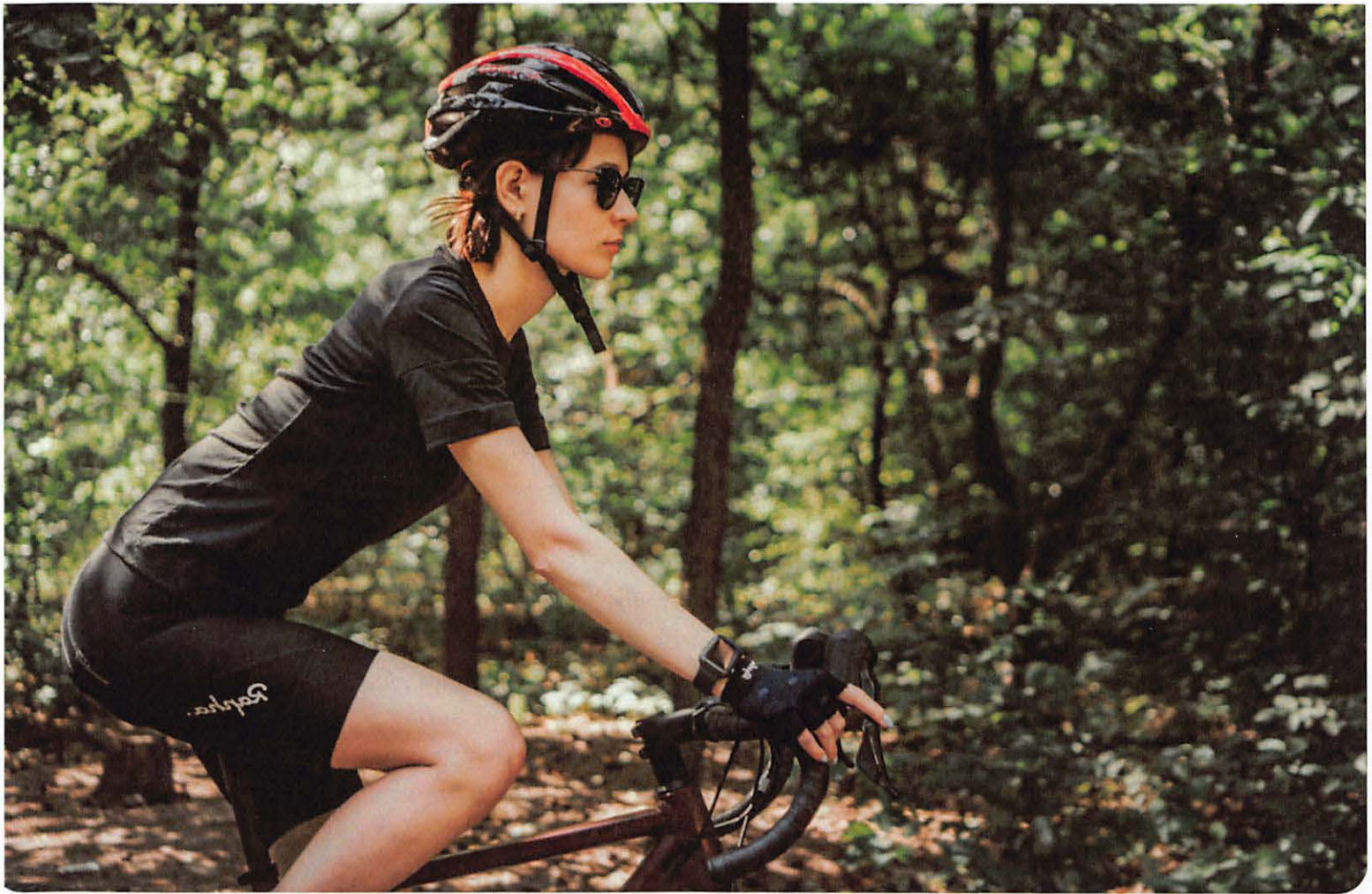
**LTS3** - Most segments of the state highways that connect Exeter to neighboring communities, both in-town and outside of town, are categorized as LTS3. This includes Brentwood Road/NH111A, much of Kingston Road/NH111, parts of Portsmouth Avenue/NH108, in-town portions of Court Street/NH108, Linden Street south of SST, portions of Water Street/High Street/NH27, and Hampton Falls Road/NH88. These roads may be considered comfortable for riding by relatively experienced cyclists but will be experienced as unsafe by most adults and youth riders.

**LTS4** - There are several major arterial road segments in Exeter that meet the standards for LTS4, including Newfields Road/NH85 north of the railroad bridge through the NH101 Exit 10 interchange, Portsmouth Avenue north of Allen Street through the NH101 Exit 11 interchange, Epping Road at the NH101 Exit 9 interchange and parallel to Jay's Cutoff, Court Street/NH108 south of Crawford Ave, and Water Street between Front and Center Streets where angled parking creates unpredictable vehicle conflicts. While traffic on these segments is not as high speed as some state highways, inconsistent shoulders, frequent turning movements and sections of on-street parking add to their stress rating.



While intersections were not analyzed separately, it's important to consider safety at crossings of busy streets in evaluating whether a trip from a given neighborhood to say the town library or recreation center can be completed by a low stress route.





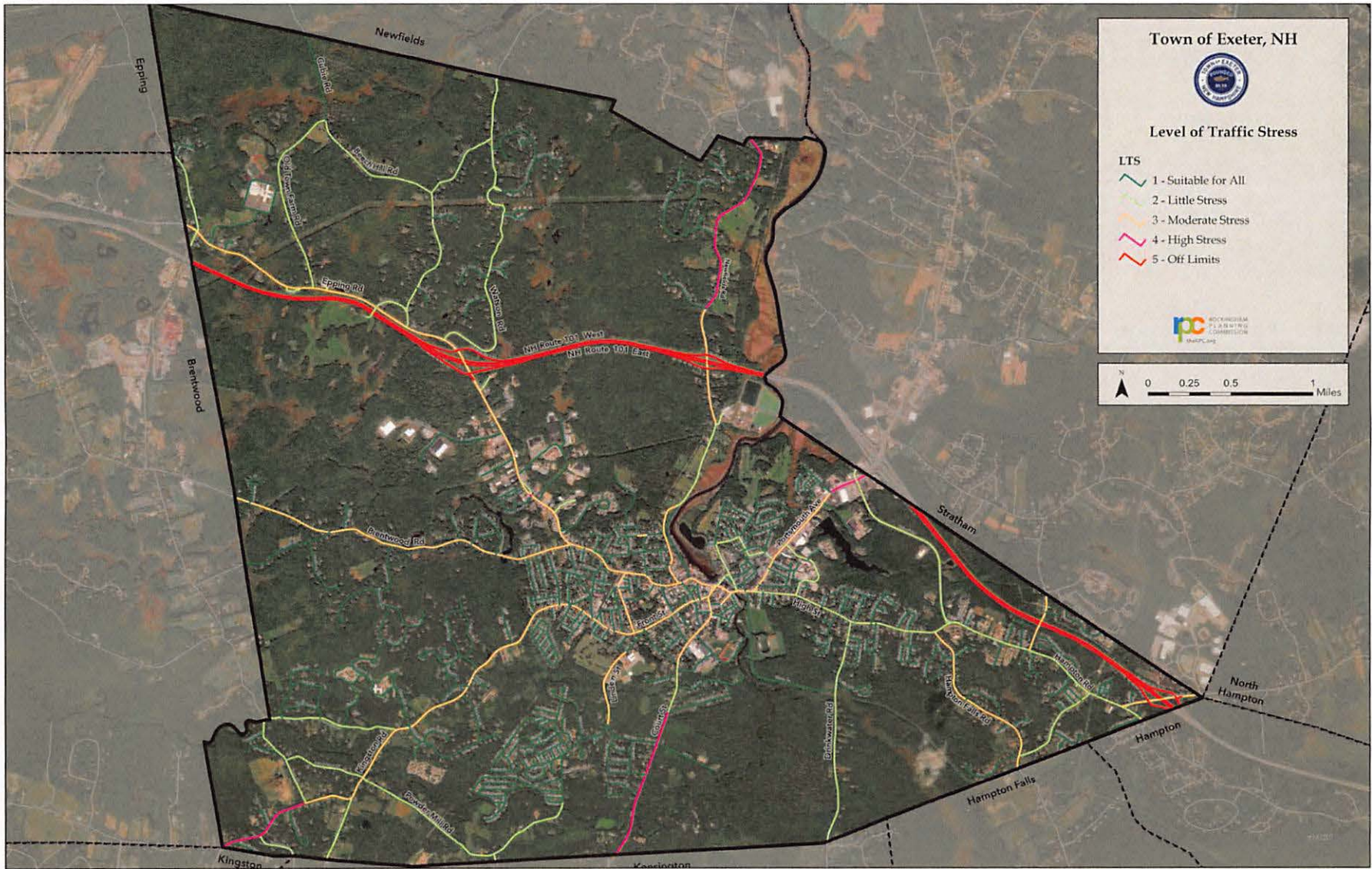
#### Map 4. Strava Bicycle Trip Volume

Strava is a smart phone app used by many bicyclists and runners for tracking their routes and comparing speeds over time. The app's developer anonymizes and aggregates the data and makes the resulting Strava Metro dataset available to planning agencies around the country. Users of the Strava app tend to be competitive sport riders and the majority of rides reported in Strava are recreational rides rather than commute or other utilitarian trips. Map 4 shows Strava Metro data for 2021, while the online StoryMap allows comparison between 2021 and 2018 using a slider bar. While the total number of trips captured in the Strava Metro databases is relatively low, it is a useful tool for identifying relative volumes among roadways. A global heatmap of user data can be found on the Strava website at <https://www.strava.com/heatmap#13.00/-70.76553/43.01653/hot/all>.

Strava bicycle data for Exeter show the highest concentrations of travel by Strava users on major state and town roads through Exeter, especially High Street/Hampton Road and Drinkwater Road. Extensive use can be seen on the Swazey Forest/Fort Rock trail system (especially from the Watson Road trailhead), Bell Avenue connecting to Gilman Park, and segments of Brentwood Road, Kingston Road, Court Street and Powder Mill Road. These concentrations point to primary use of Strava on recreational more than utilitarian trips.

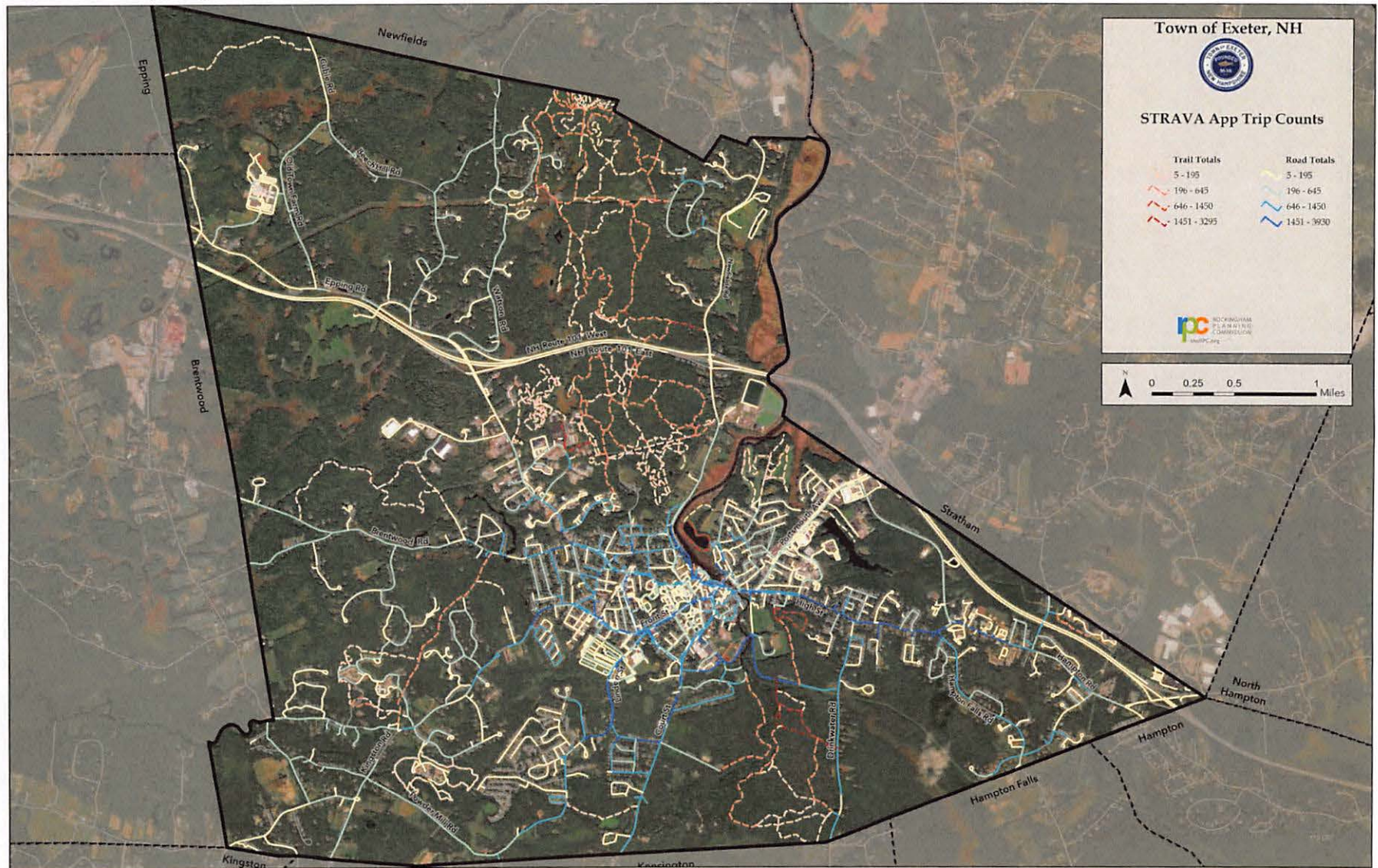


Map 3. Bicycle Level of Traffic Stress (BLTS) classifications for town and state roads



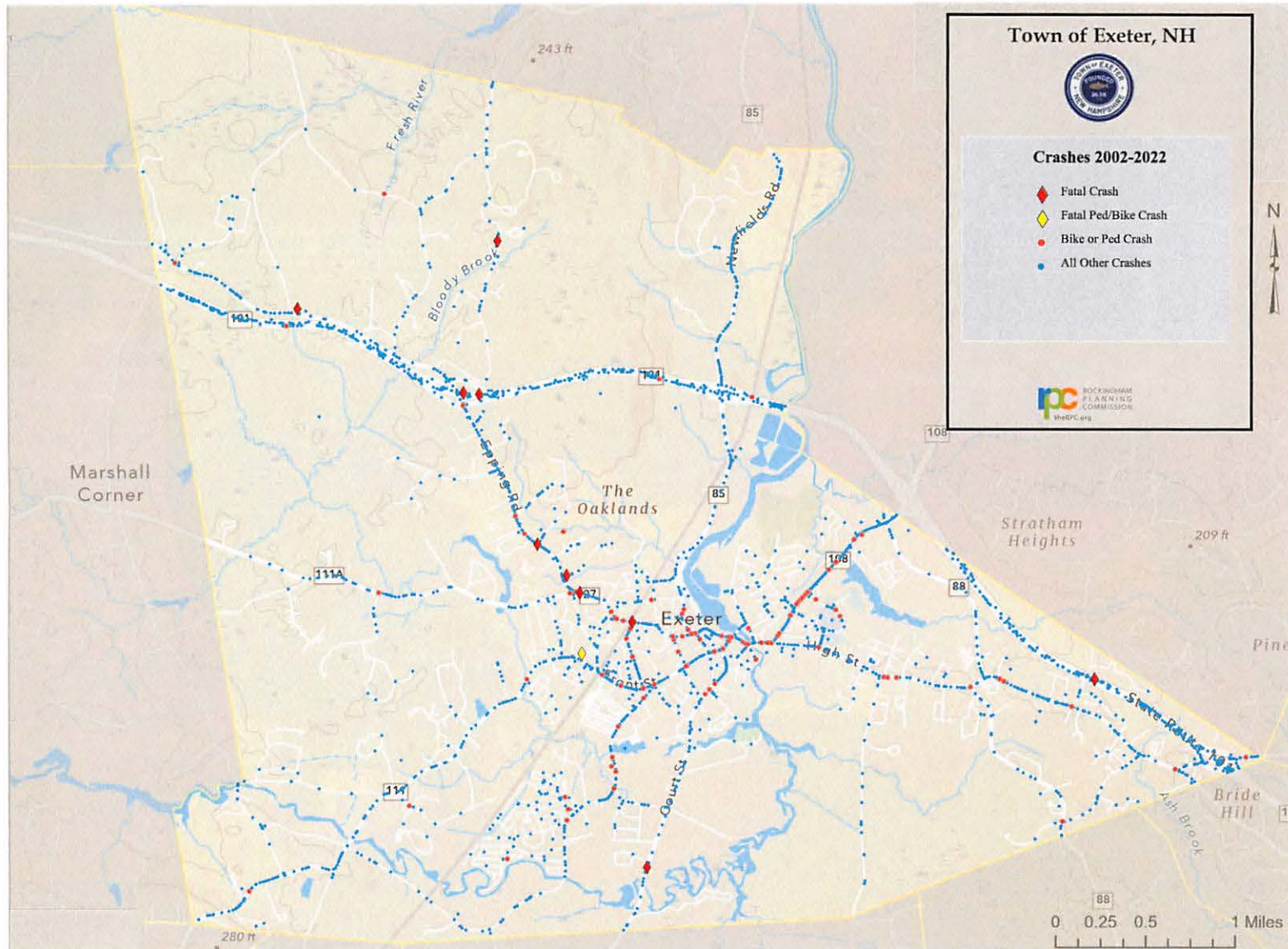


Map 4 - STRAVA Bicycle Trip Volume





Map 5—Crashes 2002-2022







### **Map 5. Crash Locations (Motorized and Ped/Bike)**

Map 5 shows crash locations on state and town roads in Exeter for the period 2002-2022. Data are drawn from the New Hampshire Department of Transportation (NHDOT) Crash Record Inventory. The NHDOT catalogs, analyzes, and distributes the crash data gleaned from accident reports submitted by municipal and state police. Exact locations of crashes are not always accurate for a variety of reasons: no location information provided by municipality, bad address, bad geocoding of address, and/or point placement.

Crashes involving only motor vehicles are marked with blue circles. Crashes involving people walking or bicycling are depicted with pink circles. One fatal crash in which a bicycle rider was struck and killed at the intersection of Front Street and Winter Street is denoted with a yellow diamond.

Crashes involving pedestrians and bicyclists are largely clustered along the state highways that pass through the downtown with the exception of two bicycle crashes along Lincoln Street.

It is worth noting that crashes involving people walking or bicycling have been found nationally to be under-reported, particularly in cases of dooring (as the vehicle is not moving) or where injuries are not severe enough to require medical attention. One study cited in Federal Highway Administration guidance estimated such underreporting to be approximately 30%.



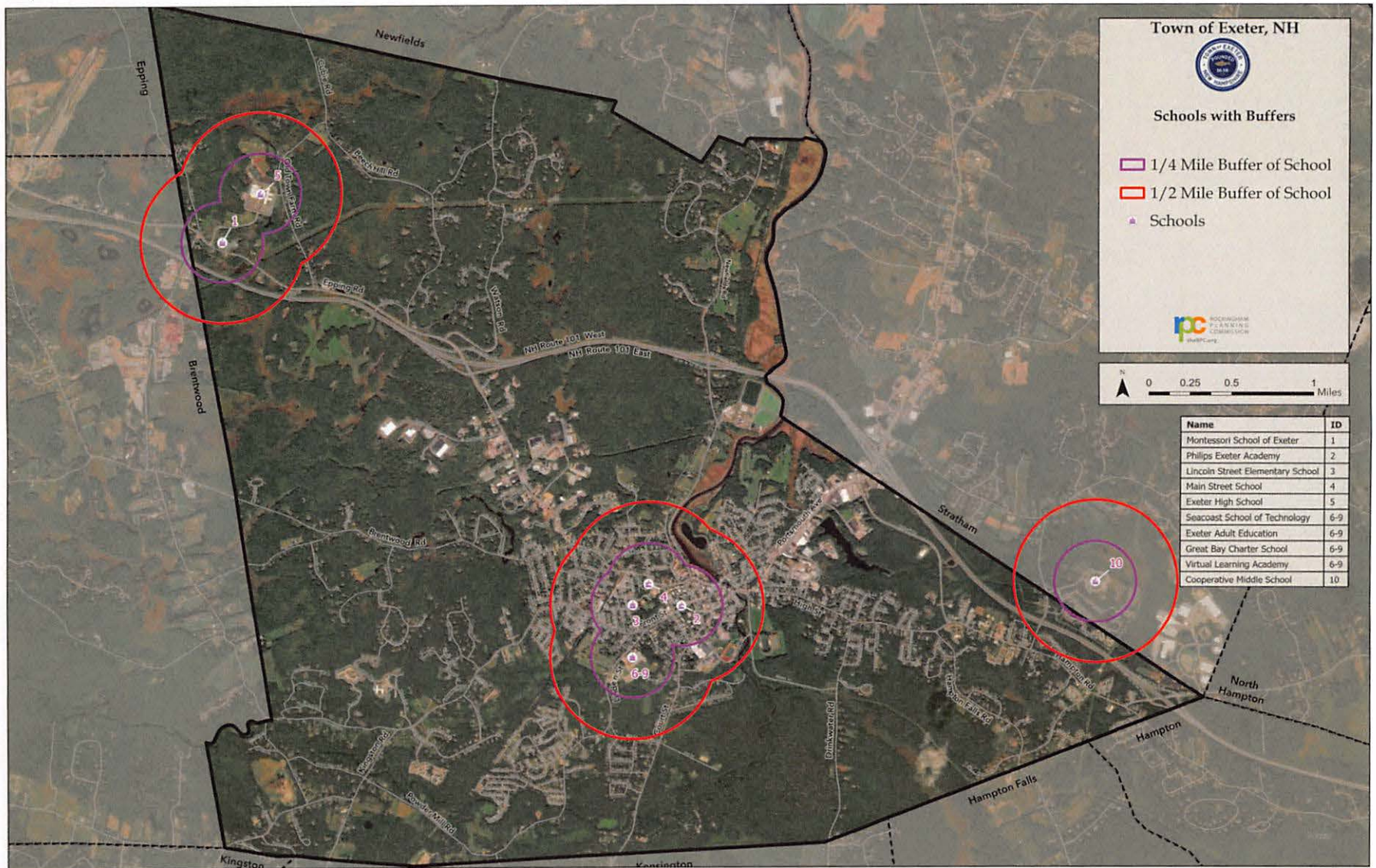


## Map 6. School Zones

The final element of the interactive online StoryMap shows all schools in town within the span of grades K-12, including both public and private schools. It also shows two buffer zones for each school with radii of 0.25 mile and 0.5 mile. While 0.25 miles is often considered the standard distance for walking trips in dense urban areas, distances students will walk to school in a town the size of Exeter can exceed this significantly. Safe Routes to School programs typically look out to a radius of two miles with an assumption that students will walk a mile and can readily bicycle two miles to school. Map 6 shows a shaded area one mile in radius around each school in Exeter. Exeter is fortunate to have both of its elementary schools near the town center to facilitate students and their families walking to school. The former Exeter High School building that now houses the Seacoast School of Technology (SST) is similarly well situated. The newer Cooperative Middle School (CMS) and Exeter High School (EHS) were not well planned from an active transportation standpoint, though in recent years there have been efforts to make CMS more accessible by walking or bicycling. Further improvement with safe access to CMS was a common theme in written comments and map markings on the survey and in public meetings.



Map 6 - School Zones





## 6. FINDINGS FROM COMMUNITY OUTREACH

Between 800-900 people provided input during the public engagement component of the Exeter Bicycle & Pedestrian Master Plan development process, between the Community Survey, tabling events at Farmer’s Market and Election Day, the two focus group sessions and meetings with town staff and the Master Plan Oversight Committee (MPOC). A full analysis of Community Survey results is included in Appendix A, while results of several questions that highlight key themes are included below.

### Survey respondents tended to be frequent walkers and bicycle riders.

The survey started with a pair of questions asking how frequently respondents walked or bicycled for different trip types: commuting to work, non-work utilitarian trips (errands, going to the library), and recreation/exercise either alone or with others. Not surprisingly respondents reported commuting to work on foot or bicycle at a higher rate than captured in Census or American Community Survey commuting data, indicating some self-selection in choosing to take

the survey by residents or business owners with an interest in bicycling and walking. Twenty nine percent of respondents reported bicycling to work at least once a week, and 32% reported walking to work at least once a week. Forty nine percent reported walking and 33% reported biking for a non-work utilitarian trip at least once a week, and 69% indicated they walk for exercise at least once a week.

### Top stress inducers include lack of traffic separation, driver distraction, speeding, intersection design.

Questions 4 and 5 asked respondents what factors increased their stress levels when riding a bicycle or walking. The most common factor, selected by 60% of respondents for bicycling, was “Lack of Separation from Traffic”. For walking the most common factor (analogous to traffic separation for bicycling) was Lack of Sidewalks (54%). This was followed by driver distraction (51% for bicycling, 49% for walking), grouped closely with high traffic speeds (49% for walking, 43% for bicycling), and Design of Intersections and Crosswalks (42% for bicycling, 39%





for walking). These responses highlight the importance of continued work on extending the town’s sidewalk and shoulder bicycle route network, enforcement of traffic laws that protect vulnerable road users, and attention to safety at intersections and crosswalks.



**Respondent priorities include expanding sidewalk/bikeway networks, enforcement and crossing safety.**

The Community Survey gauged preferences for safety investments by asking how much more likely respondents would be to walk or bicycle based on different types of safety improvements. For each strategy respondents indicated if they would be Much More Likely, A Little More Likely, or No More Likely to bicycle and walk. The strongest preference was for more traffic-separated bicycling and walking paths, where 52% of respondents indicated investments here would make them Much More Likely to bicycle and walk. This was followed closely by more and better-connected sidewalks, and more active enforcement to minimize driver distraction, which 49% and 47% of respondents respectively said would make them Much More Likely to bike or walk. Next most highly rated were intersection and crossing safety improvements at 43%, and more and better connected on-street bicycle lanes at 40%.

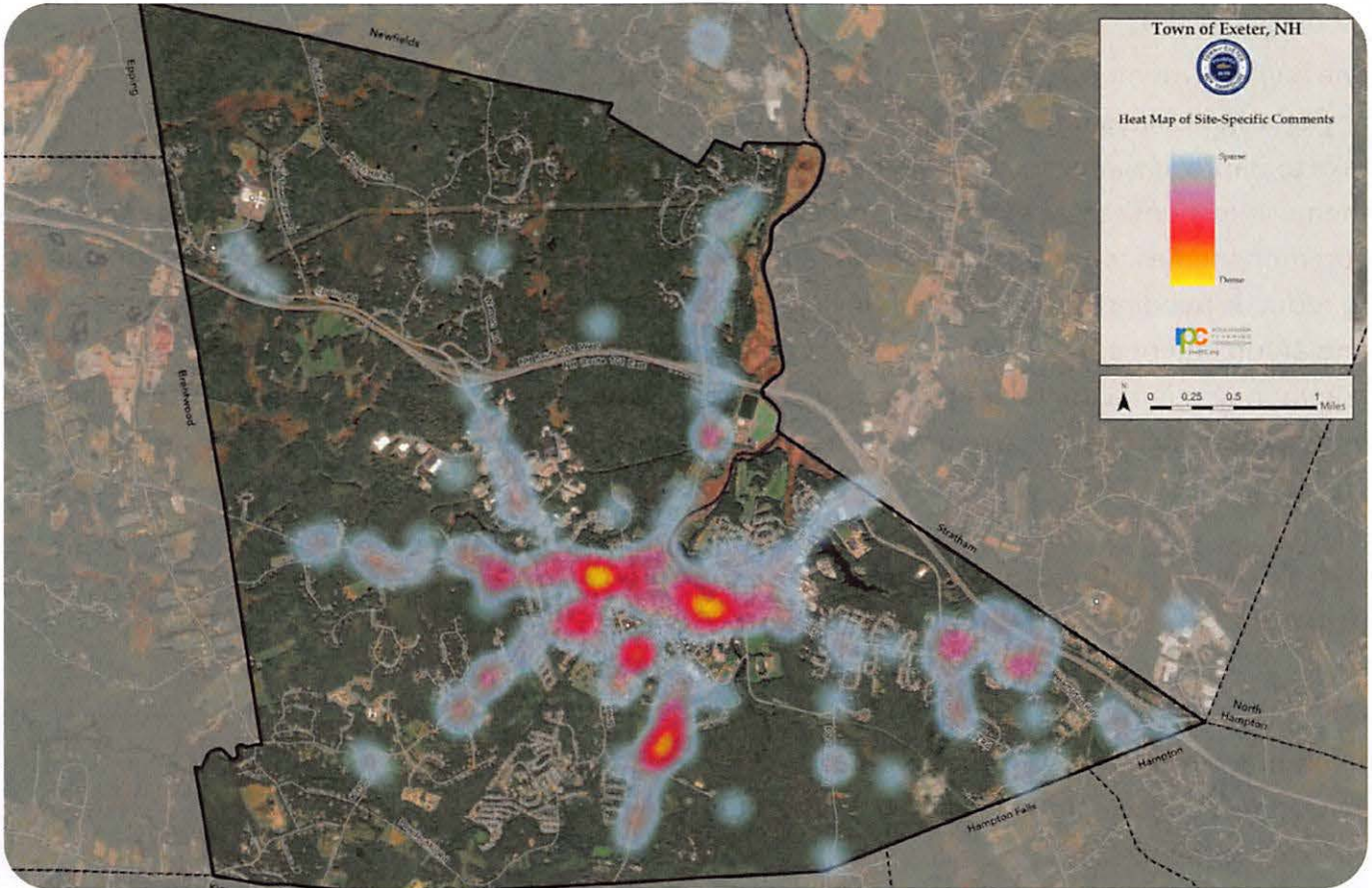
**Figure 1. If the Town of Exeter could improve conditions related to any of the following, to what extent would you be more likely to walk and/or bicycle?**

	<b>Much more likely</b>	<b>A little more likely</b>	<b>No more likely</b>	<b>Not sure</b>
More traffic separated biking/walking paths	52%	30%	13%	5%
More and better-connected sidewalks	49%	38%	10%	3%
Driver distraction enforcement	47%	35%	14%	4%
Intersection and crossing safety improvements	43%	39%	14%	3%
More and better-connected on-street bicycle lanes	40%	40%	16%	4%
Speed enforcement/lower traffic speeds	37%	35%	23%	4%
Better maintenance	30%	42%	24%	4%
Better lighting on sidewalks and streets	28%	42%	26%	4%
More bicycle parking/storage	22%	36%	34%	7%
Bike safety skills classes for adults and kids	15%	32%	45%	8%



The community survey also included an interactive map where respondents could place pins at specific locations where they would like to see infrastructure improvements. More than 300 comments were recorded along with the location markings. Map 6 shows relative concentration of comments.

**Map 7 - Concentrations of Site-Specific Comments on Survey Interactive Map**



While locations were noted throughout town, a number of infrastructure projects appeared repeatedly, including the following:

- **Connection to Swazey Town Forest Trailheads** - Improving safe access on Newfields Road/ NH85 between downtown and access points to the Swazey Town Forest/Fort Rock trail network.
- **Connection to the Cooperative Middle School** - Improving safe access to CMS by extending sidewalks on Hampton Road/NH27 beyond the Rec Center and along Guinea Road.
- **Connection to Jolly Rand Trail** - Extending sidewalks on Brentwood Road/NH111A beyond Washington Street to Millstream Drive and the Jolly Rand Trail.
- **Connection to Neighborhoods off Court Street** - Extending sidewalks on Court Street/NH108 from their current terminus at Bellmore Avenue to the intersection with Lary Lane and Gary Lane.



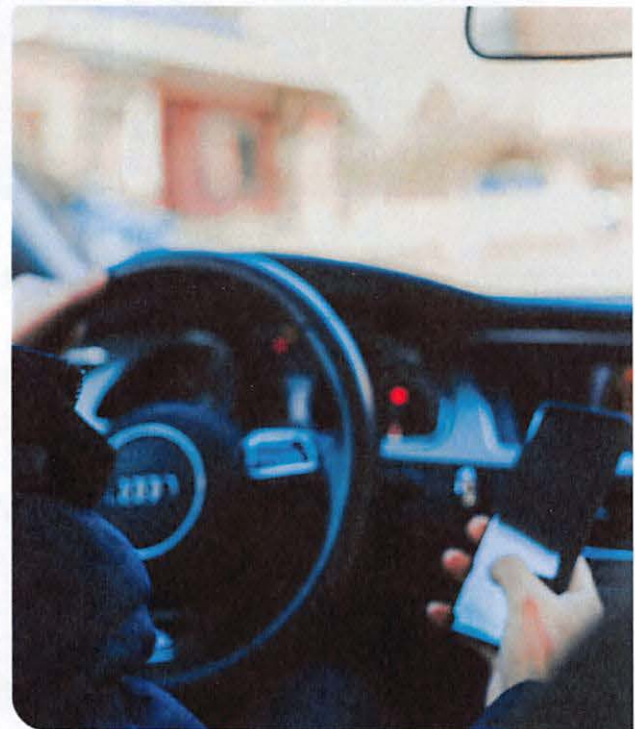
- **Connections to Playgrounds** - Adding safe crosswalks across Epping Road/NH27 at Winter Street to access the Park Street Common playground; and across Front Street/NH111 at the other end of Winter Street to access the Winter Street playground.
- **Downtown Crosswalk Improvements** - Generally improving visibility at crosswalks in the downtown and on major roads leading into the downtown through signage, pavement markings, lighting, bump-outs, and ensuring a minimum 20'-25' distance to the nearest marked parking stall.

The final non-demographic question on the survey was open ended and asked respondents about any other measures not described previously in the survey that they thought the town should take to improve safety and encourage walking and bicycling in Exeter. While the most frequent theme in responses was extending and connecting sidewalks and bicycle routes, the other most common themes tended to be non-infrastructure related. These included stepped up enforcement to reduce speeding and distracted driving, improved signage and flashing beacons at crosswalks, and enforcement of traffic rules for all road users (drivers, bicycle riders and walkers). Other common non-infrastructure recommendations addressed public education on sharing the road, and maintenance tasks like sweeping shoulders and brush clearing.

### Are there other measures not described above you think the town should take to improve safety and encourage walking and bicycling Exeter?

#### Most common themes in open ended comments

1. Connect and Extend Sidewalks & Bike Routes (29 Comments)
2. Enforcement: Speed (22 Comments)
3. Enforcement: Distracted Driving (16 Comments)
4. Site Specific (14 Comments)
5. Signage/ RRFBs (13 Comments)
6. Enforcement: Traffic Rules (12 Comments)
7. Traffic Separated Bike Routes (11 Comments)
8. Education on Sharing the Road (11 Comments)
9. Connect Trail Networks (10 Comments)
10. Enforce Road Rules for Bikers/Walkers (9 Comments)

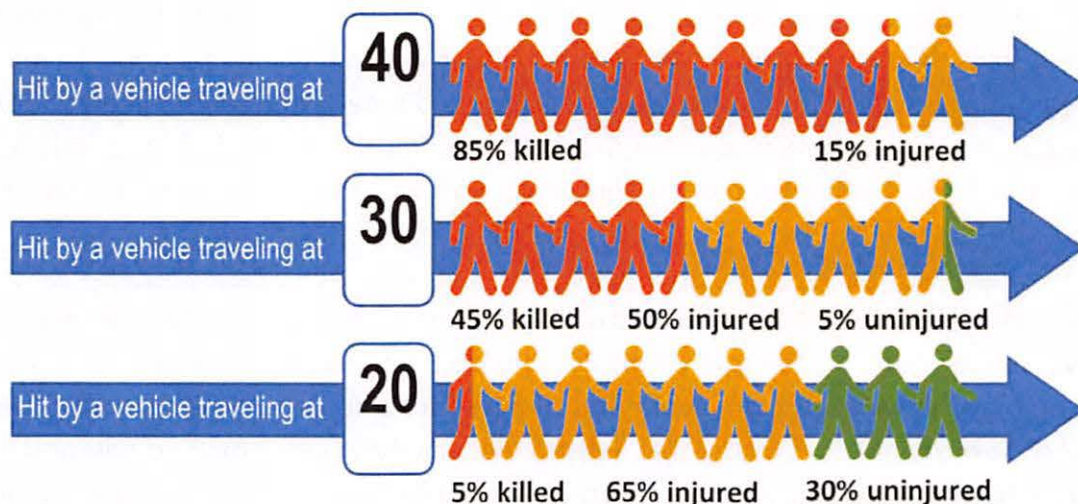




## 7. KEY ISSUES & CHALLENGES

The input generated through the community survey, focus groups, meetings with town staff and the Master Plan Overview Committee highlighted a number of key issues and challenges that impact plan recommendations. These include:

**Traffic Speed and Enforcement** - Traffic speed was a key concern identified on the survey. The difference between 25mph and 35mph seems quite small when behind the wheel of a car, but it has major implications if a car hits a pedestrian. According to the National Highway Traffic Safety Administration (NHTSA) a pedestrian hit by a car traveling at 20 mph has a 5% chance of being killed, a 65% chance of injury and a 30% chance of emerging uninjured. At 30 mph there is a 45% chance of being killed, a 50% chance of injury and a 5% chance of avoiding injury. At 40 mph the chance of being killed jumps to 85% with a 15% chance of just being injured. Unfortunately, there is a culture of speeding in the United States where many drivers feel that if they drive less than 10 mph over the posted limit they shouldn't be ticketed, and many police departments use an unofficial enforcement tolerance of 10mph over the speed limit. Judges often dismiss citations for less than 10mph over the posted limit. This tolerance interval may make sense on a limited access highway but increases the likelihood of serious injury or fatality for pedestrians if similarly applied in town centers or corridors with adjacent residential development.



**Driver Distraction** - Driver distraction is also a significant factor in automobile crashes, contributing to an estimated 25% of crashes nationally. Crashes attributable to driver distraction have gone up nationally as more distractions are present in automobiles - whether hand-held devices or integrated car entertainment systems. New Hampshire banned the use of hand-held devices such as smart phones while driving in 2015 (RSA 265:79-c), though observation of passing automobiles indicates use of such devices while driving remains common. Even hands-free systems do little to reduce risk from distracted driving. Whether hand-held or hands-free, making calls or manipulating car entertainment systems increase the likelihood of injury or property damage crashes fourfold (National Safety Council 2021).



**Traffic Separation** - Survey respondents expressed a strong preference for bicycling on facilities separated from traffic. Many cities and towns have experimented with strategies for separating bicycle lanes from adjacent automobile traffic. Approaches include multi-use side paths running parallel to roadways and separated by a grass strip, cycle tracks running between parked cars and sidewalks, or simple pavement markings and pylons that define a buffer area between the auto travel lane and bicycle lane. Usually these are achieved by some combination of Road Diets involving narrowing or removal of automobile through-lanes; removal or reconfiguration of on-street parking; or expanding pavement width. Traffic-separated facilities have been found nationally to reduce people's sense of stress in riding a bicycle and correspondingly increase the number of trips taken by bicycle (NACTO).

A challenge for Exeter in providing separate facilities of this sort is limited public right of way on most major roads. One exception to this is Portsmouth Avenue, where potential exists to remove one of the two center turn lanes, thus freeing up space for sheltered bike lanes as far as the Allen Street neighborhood. Epping Road between Winter Street and Columbus Ave also has 36'-40' of pavement from curb to curb. If travel lanes here were narrowed to 11' this section could support buffered bicycle lanes. Another approach to traffic separation is further developing and connecting the town's existing networks of off-road trails. For example, trails in the Swazey Town Forest already provide an off-road connection between the Captain's Way neighborhood off Newfields Road and Brookside Drive and Industrial Drive off Epping Road. The network of mountain biking trails through Swazey Town Forest is dense with many intersections. To make this connection straightforward a spine route would need to be defined, signed and likely widened and modified to accommodate riders without a high level of technical skill. Similarly, the Jolly Rand Trail connects Brentwood Road with the Colonial Way neighborhood and the Riverwoods campus on Kingston Road.

**Electric Assist Bicycles (e-bikes)** - E-bikes didn't feature prominently in the community survey, but their convenience is leading to rapid growth in their use in the Seacoast and nationally, and more people on bicycles will create an increase in demand for safe accommodation. E-bikes feature a battery powered electric motor that assists riders as they pedal, making hills and longer trips easier. New Hampshire RSA 265: 114-a identifies three classes of electric bicycles: Class 1 featuring pedal-assist up to 20mph; Class 2 featuring a throttle and a top speed of 20mph; and Class 3 providing pedal-assist up to 28mph. All three classes have motors no larger than 750W. Under state law Class 1 and Class 2 e-bikes are considered bicycles and are allowed on bike paths and trails. Class 3 e-bikes, with their higher top speed, are not allowed on trails designated for non-motorized use and can be operated only by riders 16 and older.



# 8. DESIGN STRATEGIES FOR VULNERABLE ROAD USER SAFETY

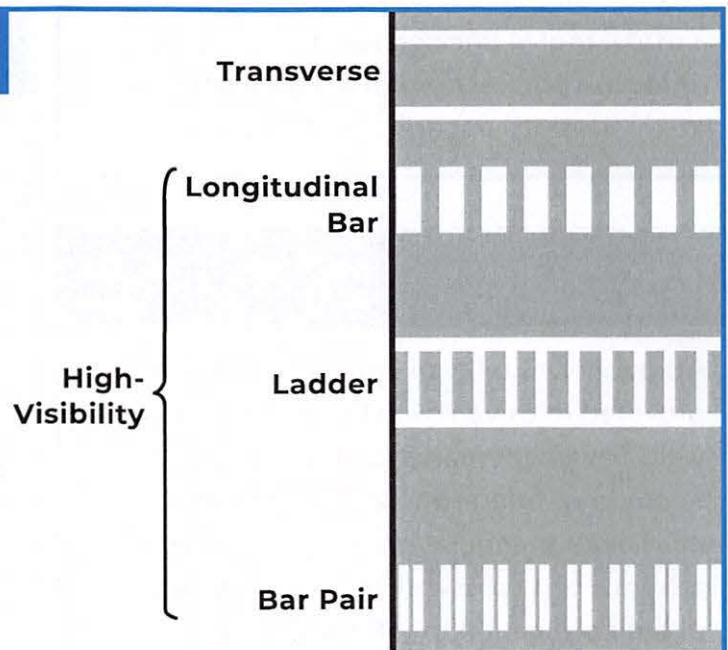
The pedestrian and bicycle facilities and markings described on the following pages are drawn from standard design guidance from the American Association of State Highway and Transportation Officials' (AASHTO) Guide to the Development of Bicycle Facilities and the Guide for the Planning, Design and Operation of Pedestrian Facilities. Signage and pavement markings are in most cases drawn from the Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD). The MUTCD defines the standards used by State DOTs and local public works departments around the country to install and maintain traffic control devices on public streets, highways and bikeways. The 11th edition of the MUTCD, released in December 2023, endorses several new ped/bike safety strategies. Each of the design strategies here has potential application in Exeter as described in the recommendations section.

## Signage & Pavement Markings

### High Visibility Crosswalks

How a crosswalk is painted makes a big difference in how visible it is to oncoming vehicles. Crosswalks can be marked with paint or a longer lasting thermoplastic or epoxy material embedded with reflective glass beads. While the latter material is more expensive initially it needs less maintenance and provides better value over time. Essentially the wider the painted area of the crosswalk the greater the visibility to approaching drivers. There are multiple marking schemes provided for in the MUTCD, including the Transverse,

Longitudinal Bar/Continental, Ladder, and Bar Pair. All but the Transverse are classified as High-Visibility designs and are recommended by the Federal Highway Administration as research indicates they are most visible to approaching drivers. The Transverse design with just two transverse lanes has limited visibility to oncoming vehicles. It is important that crosswalks be repainted regularly to ensure visibility. In 2023 the town repainted crosswalks on Front Street using the Continental design with double width stripes which significantly improves visibility. Research by the Federal Highway Administration (FHWA) has found that high visibility crosswalks can reduce automobile-pedestrian crashes by up to 40%.





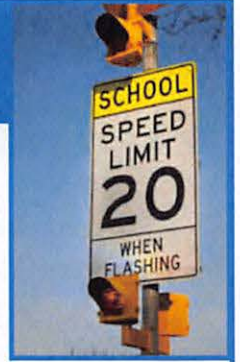
## Speed Feedback Signage

Speed feedback signs show the posted speed limit but also feature a radar unit which displays the speed of oncoming vehicles to alert drivers to their actual speed and the posted speed limit. These work best if they flash or provide a SLOW DOWN message if drivers exceed a preset speed threshold. Exeter currently has speed feedback signs installed at two major entry points to the town center: High Street/NH27 and Water Street/NH85. Most speed feedback signs can also record traffic and speed counts and can be a useful tool in tracking success of speed reduction efforts through a combination of road redesign, signage and enforcement.



## School Zone Speed Limit Signage

School speed limit signs alert drivers that they are entering a school zone and they need to slow down given the likelihood of children walking along or crossing the road. School speed limits vary by state law and typically range from 15mph to 25mph. Exeter's two elementary schools, the Seacoast School of Technology, the Cooperative Middle School and Exeter High School all have flashing school zone speed limit signs on streets approaching the schools.



## Yield Markings

Additional visibility of crosswalks can be provided to drivers with the use of triangular yield pavement markings (MUTCD 3B.16). Sometimes referred to as "shark teeth" this line of triangular markings is placed in advance of a crosswalk to remind drivers of their obligation to yield to pedestrians in crosswalks and where to do so such that they don't block the crosswalk. These were installed on Front Street by the town in 2023.



## Crosswalk Signage

The MUTCD designates special signs for school zone crosswalks (S1-1), distinct from general crosswalk signs (W11-2). Both designs are placed immediately at the crosswalk location facing in each direction. These may be combined with pedestrian-activated flashing beacons as described on the following page. In-Street crosswalk signs (MUTCD R1-6) are additional marking option. These are placed on the center of the road on the crosswalk. They feature a heavy rubber base with flexible post. In Exeter these are currently used at crosswalks maintained by Philips Exeter Academy, and at the Pool/Rec Center crosswalk on Hampton Road in the summer. Research by the Federal Highway Administration (FHWA) has found that advance yield or stop markings and signs can reduce pedestrian crashes by up to 25% (FHWA).





## Crosswalk Advance Warning Signs

The MUTCD designates that advance warning signs be used in advance of school crossings and certain other crosswalks.

These alert drivers of an upcoming crosswalk so they will be prepared to stop if needed. These must be installed on both approaches at least 150 feet in advance and not more than 700 feet in advance. Depending on the setting these use either the house shaped MUTCD S1-1 sign or diamond shaped MUTCD W11-2 sign with a rectangular "Ahead" (W16-9P) sign.



## Pedestrian Hybrid Beacons (PHB or HAWK)

These are a special type of hybrid beacon used to warn and control traffic at an un-signalized location to assist pedestrians in



(photo credit FHWA)  
crossing a street or highway at a marked crosswalk. HAWK beacons are used at locations where warrants are not met for a full traffic signal with pedestrian phase, but pedestrians need to be able to cross and traffic speed, volume and roadway width are too great for a Rectangular Rapid Flashing Beacon described above. PHBs are typically appropriate for mid-block crossings on roads with three or more lanes and average daily traffic (AADT) above 9,000, and can reduce pedestrian crashes by 47% (FHWA). Such a beacon may be appropriate to facilitate pedestrian crossings on Epping Road.

## Rectangular Rapid Flashing Beacons (RRFBs)

RRFBs are a standard MUTCD W11-2 pedestrian warning sign and arrow in high visibility yellow green, coupled with a LED beacon



employing a rapid stutter flash pattern. They are installed on both sides of the roadway facing in each direction. They are appropriate for crossings that are not controlled by a stop or yield sign, and where speed doesn't exceed 40mph. Research by FHWA has found that RRFBs significantly improve the rate of drivers yielding to pedestrians in marked crosswalks - up to a 98% increase in motorists yielding to pedestrians in crosswalks, and a 47% decrease in pedestrian crashes. These are in use in Exeter at two crossings on Front Street maintained by Phillips Exeter Academy. The PEA installations are controlled by electric sensor rather than push-button, which can lead to unintentional activation.

## State Law: 3 Feet Minimum to Pass Bicycles

This sign has been approved by the State of New Hampshire to inform road

users of the requirements of New Hampshire RSA 265:143a (New Hampshire's 3-foot safe passing distance law). It is not currently listed in the MUTCD but is consistent with MUTCD standards for sign design. Installation of this sign is prioritized for routes on the New Hampshire Bicycle Route System map.





## Bikes May Use Full Lane (R4-11)

This sign is for use where no bicycle lanes or usable shoulders are present and where travel lanes are too narrow for bicyclists and motor vehicles to operate side by side. This sign is becoming popular as a replacement for “Share the Road” signs. Recent research has found those have limited impact on driver behavior and are not as effective as the “Bikes May Use Full Lane” sign in conveying that people on bicycles have a legal right to be on the road, including occupying the travel lane where their safety warrants it. This may be used in tandem with shared use lane markings (“sharrows”).



## Share the Road (W16-1P)

This sign is intended to increase visibility of bicyclist riders without designating the signed roadway as a preferred bicycle route. While the intention of the sign is to notify motorists of bicycle riders' likely presence and right to be on the road, studies have shown that a substantial portion of motorists interpret the sign as being directed at bicyclists and intended to convey the message that bicycles should move over for motorists. Because of this misinterpretation some states have shifted to using the Bikes May Use Full Lane (R4-11) sign. Maine has taken an alternate approach and modified the sign to read “Motorists Share the Road”. Both the original sign and the Maine modification are shown.

### Share the Road Variations



Original Design



Maine Modification



## Proven Bicycle & Pedestrian Safety Countermeasures



**65% - 89%**  
reduction in ped crashes on  
roadways with sidewalks

**71%**  
reduction in ped crashes on  
roadways with sidewalks

### Walkways



Up to **53%**  
reduction in crashes from  
converting shoulder bike  
lanes into buffered bike  
lanes with flexible  
delineator posts

### Bicycle Lanes



Up to **47%**  
reduction in ped crashes  
with RRFBs installed

Up to **98%**  
Increase in motorists  
yielding at crosswalks

### Rectangular Rapid Flashing Beacons



Up to **42%**  
reduction in ped crashes  
with intersection lighting

Up to **40%**  
reduction in ped crashes  
with high visibility crosswalk

### Crosswalk Visibility Enhancements



**19% - 47%**  
reduction in total crashes  
on 4-lane to 3-lane  
road diet conversions

### Road Diets/ Roadway Reconfiguration



Up to **56%**  
reduction in crashes with  
installation of refuge islands

Up to **46%**  
reduction in ped crashes for  
medians with marked crosswalks

### Medians/Pedestrian Refuge Islands



**47%**  
reduction in ped crashes

### Pedestrian Hybrid Beacon (PHB/HAWK)



**13%**  
reduction in ped-vehicle  
crashes at intersections

### Leading Pedestrian Interval

Source: [FHWA Proven Safety Countermeasures](#)



## Sidewalks & Paths

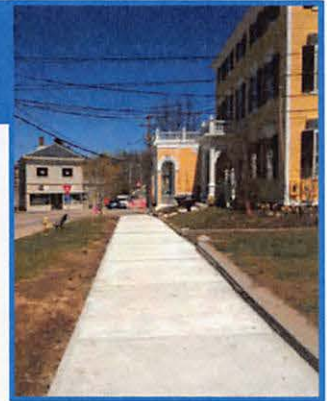
### Curbed Sidewalks

Curbed sidewalks are standard safety accommodation for people walking in suburban school zones. The vertical separation from the road level provided by an elevated curb offers protection against cars veering into the pedestrian way. Curbing in New Hampshire is typically granite for durability, while the sidewalk itself may be either concrete or asphalt. The recommended minimum width for sidewalk is five feet, which allows two people to pass comfortably or walk side by side. Sidewalks are typically wider in school zones where there is a likelihood of larger numbers of people walking together. Sidewalks should ideally be continuous on both sides of a roadway to minimize the need for crossing the street, and should be fully accessible to all pedestrians, including people in wheelchairs. Sidewalk installation can reduce pedestrian crashes by roadways by 65%-89%. ([FHWA](#))



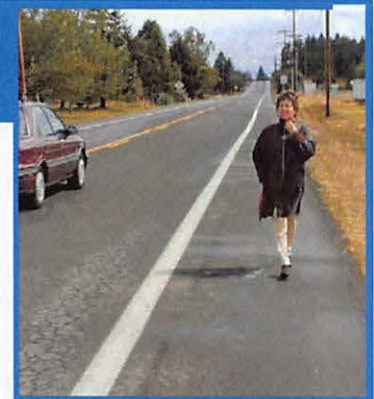
### Set Back Sidewalks

Another sidewalk design omits curbs and sets the walkway back from the shoulder, typically with a grass or landscaped strip in between. The planted strip serves as a visual and functional barrier between traffic and pedestrians. An advantage of this design is that with no curb to channel stormwater, set back sidewalks have fewer drainage implications. The expense of granite curbing can also be avoided. With the added width of the grass strip this design does require greater right of way.



### Widened Shoulders

On rural roads where right of way is not adequate for set-back sidewalks, and the appearance and/or expense of curbed sidewalks is not acceptable to the community, a second-best alternative can be widened shoulders that can support both bicycling and walking. Shoulders should always be widened on both sides of the roadway so people walking or bicycling may do so in the proper direction. This means riding with traffic but walking against traffic. In the absence of sidewalks, wider paved shoulders can still reduce crashes involving pedestrians walking on the roadside by 71% ([FHWA](#)).





## Walking Paths

Walking paths outside of the road right of way can be an excellent solution for creating connectivity in communities with low density development. Such paths can cut through park land or connect the bulb ends of cul-de-sacs, allowing safe routes completely separated from traffic. Existing pathways in Exeter through Swazey town forest create connection opportunities between downtown, Captain's Way and other neighborhoods that avoid walking or riding on Newfields Road. Similarly, the Jolly Rand Trail creates a connection between Kingston Road and Brentwood Road, and trails through the Academy Woods connect Drinkwater Road to Court Street and the town center. Surface can be natural earth or stone dust. Recommended minimum width for a walking path is five feet. For a multi-use path intended to support two-way bicycling and walking the recommended minimum is eight feet. Multiple suggestions were received through the input process that the town should work to connect existing path networks to the north, west and south of the town center to create a sort of Emerald Necklace trail network that further improves opportunities for biking and walking while separated from traffic.



## Universal Design

A key goal of the Americans with Disabilities Act (ADA) and universal design is to provide a walking environment that is equally safe and comfortable for pedestrians of all ages and abilities. In particular, this includes wheelchair users and individuals with sight impairments. Sidewalks need to incorporate curb ramps with a slope of no more than 1:12 (1:16 or 1:20 preferred) and meet other design requirements of the ADA. Curb ramps should also be fitted with truncated dome warning strips as a tactile cue for individuals with vision impairment that they are stepping off the sidewalk onto a roadway. Most newer sidewalks in Exeter have these.

In 2023 the U.S. Access Board released the Public Right-of-Way Accessibility Guidelines (PROWAG) – new guidance beyond the ADA for ensuring equal access and safety for pedestrians with disabilities. PROWAG addresses minimum clear areas, slopes and cross slopes for pedestrian access routes, new accessibility requirements for on-street parking, and ensuring pedestrian signals have audible features differentiating between the WALK and DON'T WALK cycles.





## Crossing Guards

Crossing guards, whether paid or volunteer, can be an important part of improving safety for kids crossing busy streets, particularly in school zones. These adults take responsibility for stopping traffic to let walkers cross during school arrival and departure periods. Primex provides crossing guard training for member communities.



## Leading Pedestrian Interval

The Leading Pedestrian Interval is designed to give pedestrians a head start into a crosswalk before traffic on the parallel roadway gets a green light. This allows the pedestrian to establish themselves in the crosswalk and be more visible for right- or left-turning traffic. Implementation is typically just a matter of adjusting signal timing. Leading Pedestrian Interval timing can reduce pedestrian-vehicle crashes by up to 13% ([FHWA](#)).



## Bicycle Accommodation

### Separated Bicycle Lane

A separated bike lane is a facility for exclusive use by bicyclists that is located within or directly adjacent to the roadway and is physically separated from motor vehicle traffic with a vertical element (FHWA). The vertical element may be curb, rigid or flexible bollards, parked cars, or plantings. Survey respondents indicated a strong preference for traffic separated bicycle lanes, though roads in Exeter with enough right of way to support this are few. A road diet on Portsmouth Avenue eliminating one of the two center turn lanes could create adequate width for this treatment.





## Shoulder Bicycle Lanes

The National standard for design of bicycle facilities is the American Association of State Highway and Transportation Officials' (AASHTO) Guide to the Development of Bicycle Facilities. The AASHTO guide recommends a minimum four-foot shoulder on both sides of the roadway for designation as a shoulder bicycle route, or a minimum of five-foot shoulders when next to a curb or guardrail.



## Sharrows

These are a special type of hybrid beacon used to warn and control traffic at an un-signalized location to assist pedestrians in crossing a street or highway at a marked crosswalk. HAWK beacons are used at locations where warrants are not met for a full traffic signal with pedestrian phase, but pedestrians need to be able to cross and traffic speed, volume and roadway width are too great for a Rectangular Rapid Flashing Beacon described above. PHBs are typically appropriate for mid-block crossings on roads with three or more lanes and average daily traffic (AADT) above 9,000, and can reduce pedestrian crashes by 47% (FHWA). Such a beacon may be appropriate to facilitate pedestrian crossings on Epping Road.



## Two Stage Bicycle Turn Box

Bike boxes are a relatively new pavement marking popularized by the National Association of City Transportation Officials (NACTO) and are now included in the latest edition of the MUTCD. They are designed to assist bicycle riders in making left turns at signalized intersections without a) having to merge with traffic in advance of the intersection or b) dismount and wait for a walk signal at a crosswalk; reducing conflict with automobiles at intersections. Bike boxes are typically marked with green paint and located behind an intersection crosswalk but ahead of the vehicle stop line. Portsmouth has experimented with bike boxes at the intersection of Lafayette Road and South Street.





## Traffic Calming & Road Diets

This refers to a range of strategies designed to slow automobile speeds and reallocate pavement width, thereby make it safer for people walking, riding bicycles or driving automobiles. Road diets typically involve reconfiguring a four-lane road into a 3-lane with a center turn lane, and dedicating the freed-up space to wider, often buffered bicycle lanes. This treatment can reduce total crashes by 19%-47% (FHWA). On narrower suburban or rural roads such as most in Exeter, an effective traffic calming strategy is visually narrowing the road by striping narrower travel lanes. Per the Institute of Traffic Engineers (ITE), depending on volume of truck traffic, roads with speeds below 35 mph are usually suitable for 10' travel lanes depending on truck traffic volumes. In environments with sidewalks, traffic calming can be achieved with curb bulb-outs, where curbing is used to physically narrow the roadway, particularly at crossing points. This has the double benefit of shortening the crossing distance for pedestrians at crosswalks. Tightening the turning radius of a corner is an effective strategy to slow the speed at which drivers take that corner, and is applicable in urban, suburban, or rural settings.



## Bicycle Parking

It is important to have a secure place to park bicycles at parks, schools, libraries, or downtown locations as part of encouraging bicycle transportation. While ribbon style racks are commonly seen at schools, a better design is the Inverted U style which includes two points of support for a bicycle reducing the likelihood of tipping over. Racks should be placed prominently near the front entrance of buildings, parks, or other destinations. A covered bicycle parking area is preferred.





## 9. SOURCES OF FUNDING

Exeter has been proactive and successful in pursuing federal funding for sidewalk and bicycle route improvements through the New Hampshire Department of Transportation. Key sources of Federal funding are described below as well as additional local funding mechanisms.

**Transportation Alternatives Program (TAP)** - The federal Transportation Alternatives Program (TAP) is one of the most common federal funding sources used by communities for pedestrian and bicycle improvements. TAP provides 80% federal funding for eligible projects. Typically, \$5.0-\$5.5 million are allocated statewide in each biennial funding round. The minimum project size for a TAP grant is \$400,000 and the maximum size is \$1,000,000. There is a significant administrative component to these grants, which make them impractical for smaller projects.

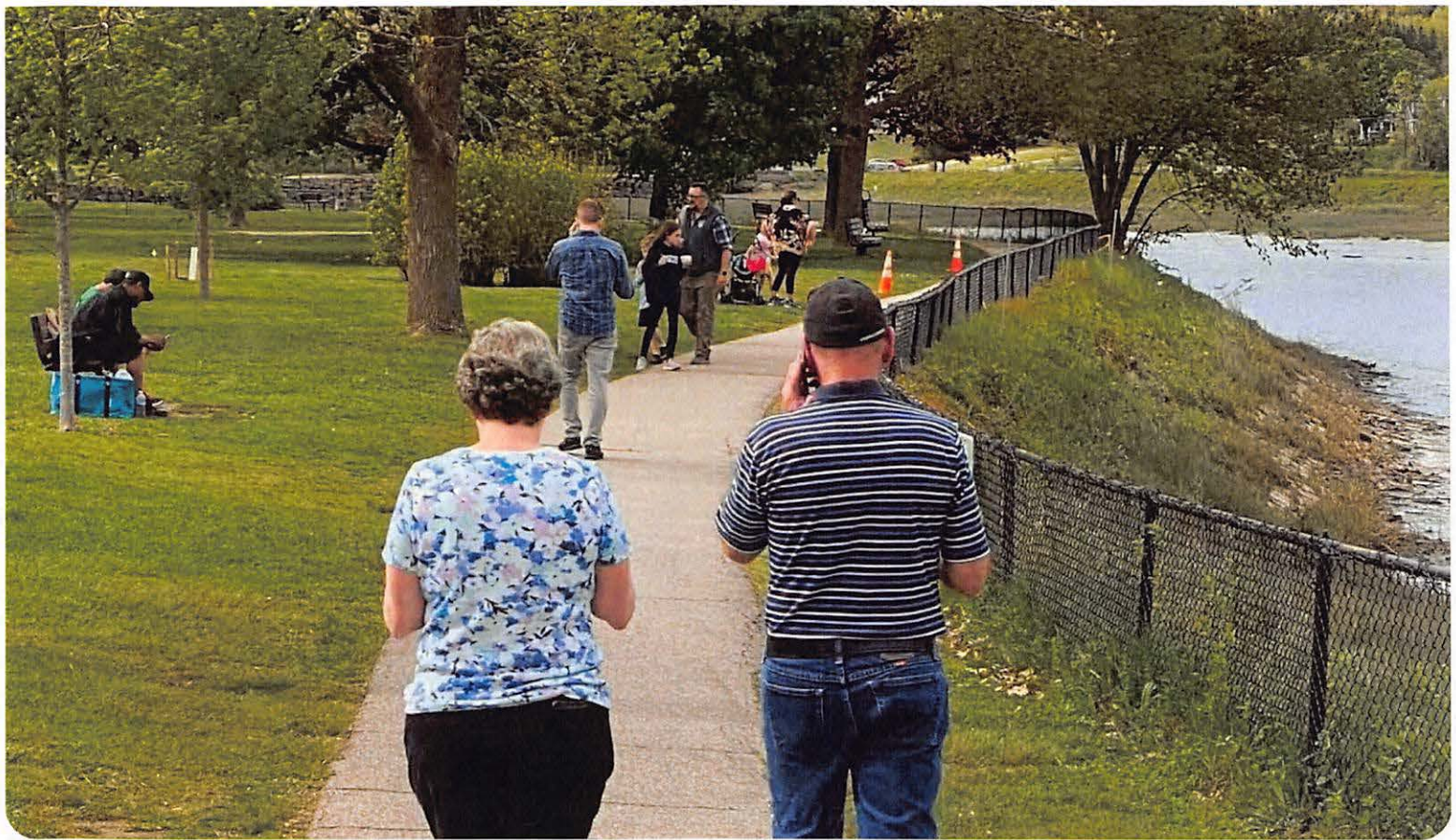
**Congestion Mitigation/Air Quality Improvement Program (CMAQ)** - CMAQ is another commonly accessed federal program focused on project that will improve air quality by shifting trips from automobiles to other modes. Exeter used CMAQ funding to construct the Downeaster trail station on Lincoln Street. CMAQ provides 80% federal funding for eligible projects and is suitable for larger projects up to \$4M-\$5M. Like TAP there are significant administrative requirements.

**Surface Transportation Block Grant Program (STBG)** - STBG is the largest source of flexible federal transportation funding that is received by states. STBG funds many of the highway improvements in the NHDOT Ten Year Transportation Plan, but the program is also designed to be flexible for use on pedestrian and bicycle infrastructure, public transportation, and other needs. STBG funds are accessed through the Ten Year Plan project solicitation process every two years. Large projects that are too big for TAP may be well suited to STBG. STBG funded projects are managed by NHDOT rather than municipalities, and towns do not need to provide 20% match as with TAP and CMAQ. A downside is wait-time - STBG funded projects added to the Ten Year Plan in 2023 will be constructed in 2033-2034.

**Safe Streets and Roads for All (SS4A)** - SS4A is a new program created as part of the 2021 federal infrastructure bill to reduce the number of deaths and serious injuries on highways, streets and roads. The program distributes over \$1B in grants each year in a nationally competitive process. Rockingham Planning Commission secured a grant in Round 1 of the SS4A program to develop a Comprehensive Safety Plan for the RPC planning region. This will make Exeter and other RPC communities eligible to apply for SS4A construction grants beginning in federal FY2026.

**Recreational Trails Program** - Exeter excellent trail system and desire to improve connectivity between downtown, neighborhoods and trailheads, another funding opportunity is the federal Recreational Trails Program (RTP). The RTP is managed through the NH Trails Bureau and distributes approximately \$900,000 annually. About a third of this is set aside for non-motorized trails.





Recreational Trails Program grants have the added benefit of allowing volunteer labor, donated materials and machinery or other in-kind services to meet the required 20% matching commitment.

**Municipal Allocations** - Exeter currently sets aside \$100,000/year in its operating budget for sidewalk improvements. These funds are pooled across multiple years used as match on federal projects such as the sidewalk extensions on Kingston Road/NH111 and Epping Road/NH27; and also used for purely municipal projects like recent sidewalk improvements extensions on Linden Street, Oak Street and Water Street. Larger projects typically involve bonding.

**“Local Option” Supplemental Vehicle Registration Fee** - Another source of local revenue for transportation projects, enabled under RSA 261:153, is the “Local Option” supplemental vehicle registration fee. State law allows municipalities to charge a supplemental registration fee of up to \$5.00 per vehicle annually to generate funding for local transportation needs, whether sidewalks, public transportation, intersection improvements, or basic road maintenance. The fee provides a modest but consistent revenue stream outside of the property tax for transportation system improvements. Exeter currently uses this fee to support local senior transportation services. Legislation has been proposed which would raise the amount towns can vote to charge for this fee from \$5.00 to \$10.00. If this enabling legislation is successful, the Local Option fee could be another source of funding for ped/bike safety and connectivity improvements.



# 10. INFRASTRUCTURE RECOMMENDATIONS

The infrastructure recommendations here respond to needs identified through the community survey and focus groups, meetings with the Master Plan Oversight Committee and town staff, and data on existing conditions presented earlier. While project specific infrastructure recommendations are included below.

## General Infrastructure Recommendations

**Ensure Safety at Pedestrian Crossings** - Pedestrians are the most vulnerable users of the road, particularly while crossing the street. Exeter has at least 60 marked crossings of major roads, not counting crosswalks along those roads where neighborhood streets intersect. There are many more unmarked crosswalks, as pedestrians have a right to cross at any intersection regardless of whether a marked crosswalk exists. Simply painting a crosswalk on the street without additional visibility enhancement is no guarantee that motorists will yield to someone trying to cross. A poorly designed or poorly maintained crosswalk can actually decrease safety if pedestrians assume drivers will see them, but the crosswalk is located in an area with poor sightlines, little or no lighting, no warning signs, or paint has worn away. In 2023 Exeter installed safety upgrades at six crosswalks on Front Street between Tan Lane and Cottage Street. This included repainting the crosswalks with a high visibility Continental striping pattern, installing crosswalk warning signs and yield lines.

A key safety element needed at multiple crossing in Exeter is improved lighting. A disproportionately high share of pedestrian fatalities and serious injuries occur at night and in wintertime low light conditions. The project-specific list includes lighting upgrades at numerous crossings around town, with a focus on major corridors in and out of the downtown. Flashing beacons are recommended at selected crossing points, particularly where state highways transition from outlying rural zones to in-town residential and commercial areas.

**Close Gaps in Sidewalk/Bikeway Network** - Exeter has over 36 miles of sidewalk on major corridors and neighborhood streets. Survey respondents identified gaps in numerous locations where people need to walk in the street or cross in unsafe locations to get to a sidewalk on the opposite side of a street. For low-speed residential streets a sidewalk may not be necessary or desired by residents, but other gaps exist on higher traffic, cut-through routes such as Railroad Avenue and Washington Street where residents asked for safety improvements.

**Extend the Sidewalk/Bikeway Network to Connect Key Destinations** - Sidewalk extensions and shoulder widening for safe bicycle accommodation were requested by survey respondents on most of the major corridors to better connect outlying neighborhoods with the



town center, schools, parks, or trails. Examples include a sidewalk connection to the Cooperative Middle School (CMS); extension of sidewalks on Court Street from Bell Avenue to the Lary Lane/ Gary Lane neighborhood; extension of sidewalks on Brentwood Road beyond Washington Street to Millstream Drive and the Jolly Rand Trail; and shoulder improvements on Newfields Road to trailheads for Swazey town forest. A long-term goal should be constructing 4'-5' shoulders on key routes out to their respective town lines. These improve safety for driving as well as bicycling and walking.

### **Establish Standard Lane and Shoulder Widths for Local and Urban Compact Roads**

- The AASHTO minimum standard for shoulder bicycle routes is four feet (4') or five feet (5') next to a vertical barrier like a curb or guardrail. Regarding lane width, ten-foot lanes are appropriate for neighborhood and many in-town roads, while eleven-foot lanes are appropriate for roads with higher levels of truck traffic. Eleven-foot lanes are the state standard on non-limited access highways. Twelve-foot lanes are unnecessarily wide for in-town roads in most cases and may encourage speeding (NACTO). Where twelve-foot lanes exist, the town should reallocate width to shoulders with revised striping as part of routine resurfacing.

**Signage and Pavement Markings** - Beyond warning signage and markings for crosswalks, expand use of signage and pavement markings that raise motorists' awareness that people on bicycles are likely to be in the road and have a right to be there, and promote safe sharing of the road by all users. This includes use of Sharrow lane markings and Bikes May Use Full Lane (MUTCD R4-11) signs on road segments with inadequate shoulder width for bicycles outside of the travel lane. One such pinch point is where Newfields Road/NH85 passes under the stone railroad bridge near Exeter Public Works Department. On other segments of state highway outside the downtown/ urban compact area work with NHDOT to install Motorists Share the Road signage developed by the State of Maine and shown on page 27.

**Continue to Improve Accessibility** - Key considerations for pedestrians with disabilities include ensuring proper curb tip-downs at intersections and crossing points, installation of tactile warning plates at crossings to alert pedestrians with vision impairments, audible pedestrian signals, shortening crossing distances with bump-outs, and ensuring smooth sidewalk surfaces. While brick sidewalks in areas of the town center are seen by some as aesthetically pleasing, bricks shift over time with freeze/thaw cycles, often leading to uneven surfaces that can be treacherous for older pedestrians or others with balance impairments. Ensure future accessibility improvements are consistent with new guidance under PROWAG.





**Adopt a Town Complete Streets Policy** - “Complete Streets” is an approach to designing roads and streets that supports safe access for all road users including motorists, pedestrians, bicyclists, and transit riders of all ages and abilities. The Complete Streets approach is a design process rather than a one size fits all prescription. What constitutes a complete street varies by context and looks different in a major city vs. a small downtown vs. a rural roadway. Over 1700 communities nationwide have adopted complete streets policies, including Nashua, Concord, Portsmouth, Dover, Keene, Littleton, Swanzey and Jaffrey in New Hampshire.

**Ensure Regular Maintenance of Existing Facilities** - Routine maintenance of pedestrian and bicycle facilities is important. This includes spring sweeping of shoulders to remove sand and debris that are hazards to bicycling; brush clearing to ensure trees and shrubs don’t grow into shoulder areas; promptly clearing sidewalks of snow and ice; and ensuring crosswalks are repainted regularly to maintain visibility. A less routine item is ensuring that following repaving, striping crews do not inadvertently widen travel lanes thus narrowing shoulders. Resurfacing/ restriping can in fact be an opportunity to gain shoulder width by narrowing lanes.

**Review Land Use Ordinances** - Drawing on the preliminary assessment of Exeter’s Zoning and Site Plan Review and Subdivision ordinances included here, consider amendments that will ensure new development provides safe accommodation for vulnerable road users on-site and connects to the town’s bicycle and pedestrian network.

## Project Specific Infrastructure Recommendations

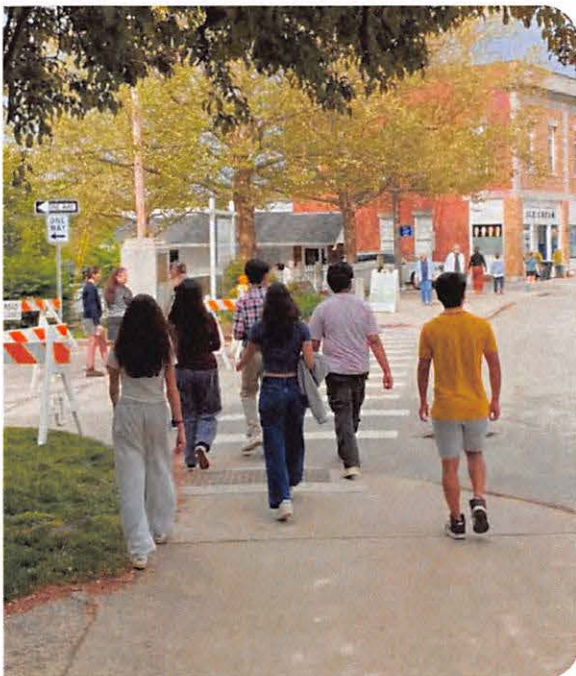
Recommended infrastructure projects are located throughout Exeter, ranging from downtown crossing safety improvements to extensions of sidewalks and shoulder bicycle routes that connect

outlying neighborhoods to Exeter’s bike/ped network.

Note that each project will require review and design by the Exeter Department of Public Works and/or consulting engineers as part of implementation. Projects are described in the following tables and keyed to the map at the end of this section.

### Scoring Criteria

Proposed infrastructure projects were rated based on three criteria together with an order of magnitude categorization of cost, and then assigned a timeframe for implementation. Ratings were developed by Rockingham Planning Commission, Exeter Planning and Sustainability Department staff and members of the Master Plan Oversight Committee. Each project was assigned a score of 1 to 3 for each of the criteria.





**1. Degree of Safety Improvement** - Highest scores were assigned to projects that address areas of greatest safety concern and utilize treatments with greatest efficacy in crash reduction.

**2. Anticipated Level of Use** - Highest scores in this category were given to projects in the downtown or projects associated with significant trip generators like schools, parks, and playgrounds. Lower scores were assigned to projects further from the town center where distance and development density make utilitarian walking and bicycling trips less likely.

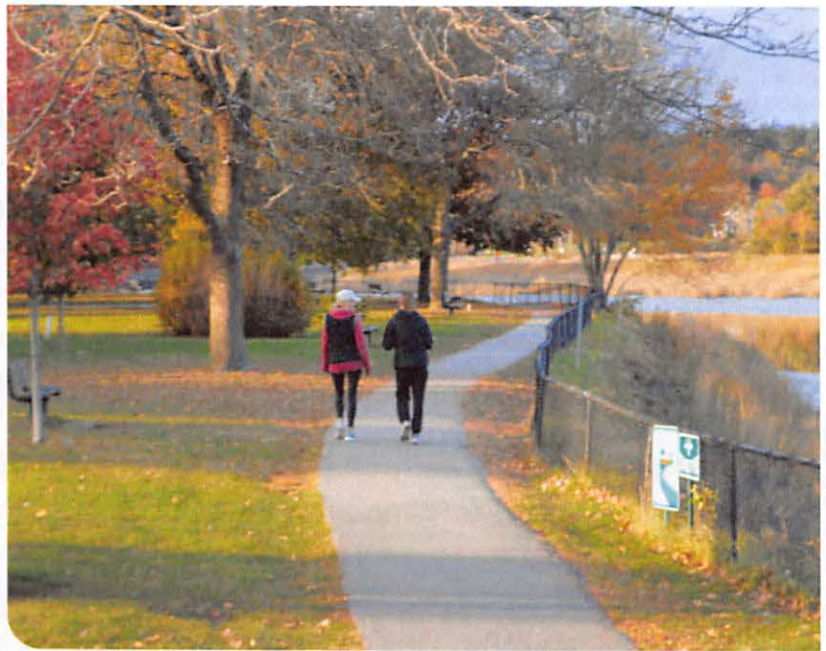
**3. Project Feasibility** - This criterion considered a combination of cost, technical feasibility and anticipated level of public support, including frequency with which a project was identified through the public input process.

*Additional information on project table includes:*

**4. Order of Magnitude Cost** - Cost categories ranged from "\$" to "\$\$\$\$" based on the following cost ranges: \$ = <\$10,000 / \$\$ = \$10,000-\$40,000 / \$\$\$ = \$40,000-=\$150,000 / \$\$\$\$ = >\$150,000

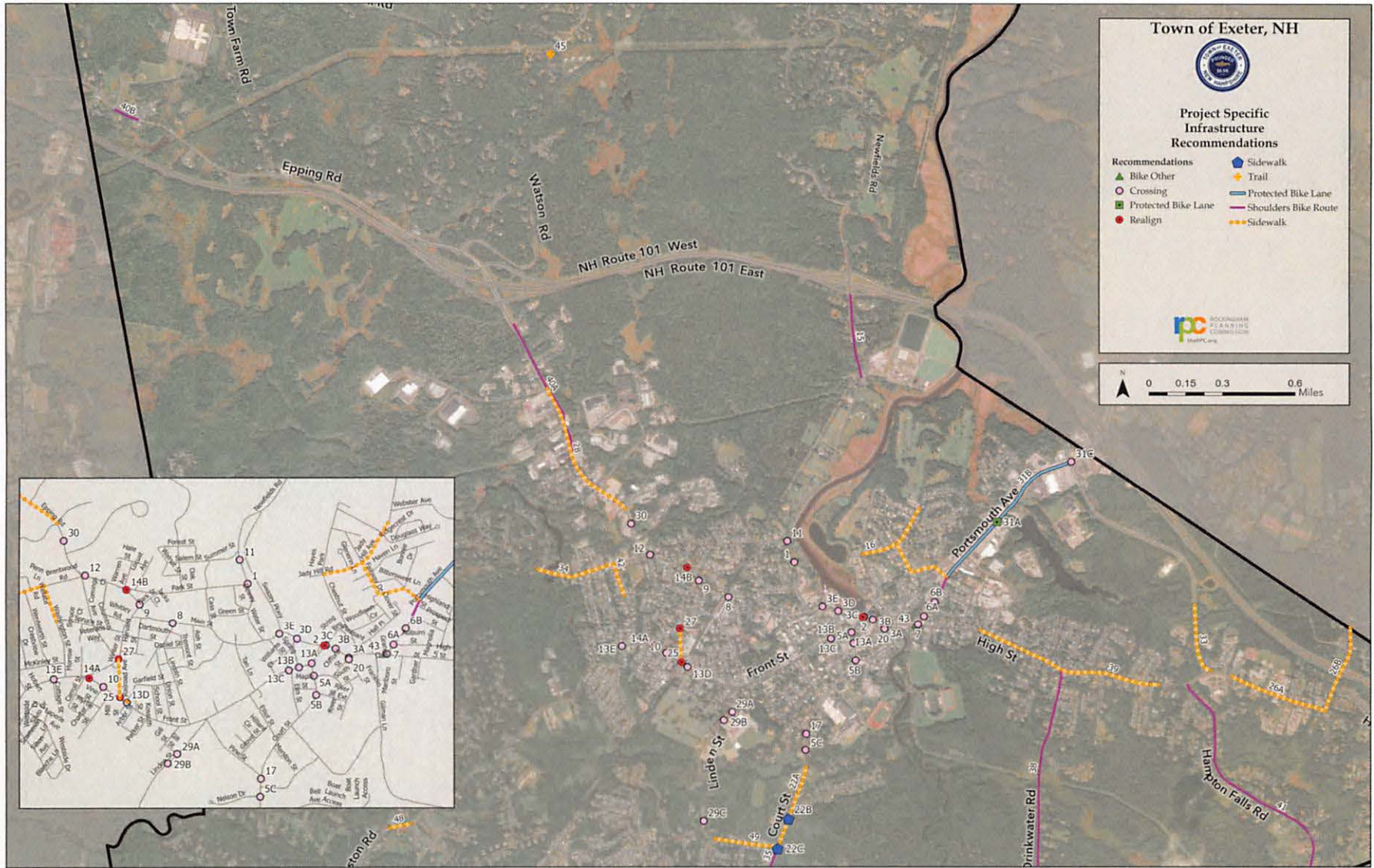
**5. Recommended Project Timeline** - Timeframe recommendations reflect the MPOC's assessment of project cost, complexity, and priority. Categories include:

- Short = 1-2 years
- Medium = 3-5 years
- Long = 6+ years





Map 8 - Project Specific Infrastructure Recommendations



**Figure 4. Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority**

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
1	Ped	Water Street/NH27	Add crosswalk and signage at unmarked crossing from Park Street to Swazey Parkway entrance. Address as part of Water Street reconstruction project in CIP.	Short	\$	High
2	Bike	Front Street/ Water Street/ NH111	Implement Stantec proposal for realigning the intersection of Front Street and Water Street at the bandstand to create a four-way stop and improve sightlines.	Short	\$\$	High
3	Ped	Water Street/NH27	Improve safety at crosswalks at Clifford/ Franklin, Ioka, String Bridge, Center and Swazey - at minimum add crosswalk warning signage (W11-15) and ensure minimum 20' distance to closest parked car. At Center Street add RRFBs and bump-out on north side of crosswalk. See Rendering.	Short	\$\$\$	High
4	Ped	High Street/ Hampton Road/NH27	Improve signage at crosswalks at Buzzell Ave and Pleasant Street	Short	\$	Medium
5	Ped	Court Street/ NH108	Improve signage and marking at crosswalks at Senior Center, Nelson Drive.	Short	\$	Medium
6	Ped	Portsmouth Ave/ NH108	Add crosswalk warning signage at mid-block crossings near Auburn Street and Las Olas. Address as part of Portsmouth Avenue reconstruction project in CIP if not sooner.	Short	\$	Medium
7	Ped	Portsmouth Ave/ NH108	Install countdown signal with leading pedestrian interval at intersection of High Street/ Portsmouth Avenue. Address as part of Portsmouth Avenue reconstruction project in CIP if not sooner.	Short	\$	Medium
8	Ped	Lincoln Street	Relocate Burnham Plaza sign at Lincoln/ Main Street intersection which obstructs view of people waiting to cross Lincoln Street.	Short	\$	Low



Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
9	Ped	Epping Road/ NH27	Add crossing with signage and RRFBs to connect Park Street Common from Winter Street. Currently there is no safe crossing between Lincoln Street and Columbus Avenue	Mid	\$\$	High
10	Ped	Front Street/ NH111	Add crossing with signage and RRFBs at intersection with Winter Street - access to Winter Street playground. Town has applied for a road safety audit (RSA) for this location. See Rendering.	Mid	\$\$	High
11	Ped	Water Street	Add crossing with signage and RRFBs at Summer Street to connect existing sidewalks on Summer and Water. Address as part of Water Street reconstruction project in CIP if not sooner.	Mid	\$\$	High
12	Ped	Epping Road/ NH27	Improve signage and add RRFB to crossing at Epping/ Brentwood/ Columbus	Mid	\$\$	High
13	Ped	Front Street/ NH111	Improve crossing safety on Front Street at crosswalks at Court, Center, Spring, Exeter Inn, and Agway. Add crosswalk warning signage (W11-15) and ensure minimum 20' distance to closest parked car. Ensure adequate overhead lighting for visibility of pedestrians waiting to cross and in crosswalk. Add signage and RRFBs at Cottage Street.	Mid	\$\$\$	High
14	Bike/ Ped	Front Street/ NH111	Eliminate triangle at intersection of Winter and Front. Realign Winter Street to create a T intersection at Front Street. Town has applied for HSIP Road Safety Audit. See Rendering.	Mid	\$\$\$\$	High

Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
15	Bike	Newfields Road	Construct shoulder bicycle route from railroad underpass to NH101 interchange to improve access to Swazey Forest trailhead. The railroad underpass will remain a major pinch point. Install sharrows and Bikes May Use Full Lane signage leading up to underpass and increase enforcement for speed and crossing double yellow line at bridge.	Mid	\$\$\$\$	High
16	Ped	Jady Hill Neighborhood	Rebuild consistent sidewalks along full length of Jady Hill Ave up to Golf Course.	Mid	\$\$\$\$	High
17	Ped	Court Street/ NH108	Add crossing with signage at Pine Street on south side of triangle. Consider for Phase III of intersection assessment program in CIP.	Mid	\$	Medium
18	Ped	Front Street/ NH111	Extend sidewalk across parking lot at Agway to better define entries and provide refuge for pedestrians.	Mid	\$\$	Medium
19	Ped	Water Street	Extend sidewalk on east side of Water from Summer Street to north end of Swazey Parkway. Address as part of Water Street reconstruction project in CIP if not sooner.	Mid	\$\$\$	Medium
20	Bike/ Ped	Water Street	Implement VHB proposal for bump-outs and directional reorientation at High/Water/Clifford/Franklin intersection (by Seadog Brewery). See Rendering.	Mid	\$\$\$	Medium



Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
21	Ped	Court Street/ NH108	Rebuild/redefine sidewalks and improve parking lot access delineation near fire department and senior center/ recreation building, add crosswalk on north side of Bow Street to Town House Common. Consider as part of Fire Station renovation project in CIP.	Mid	\$\$\$	Medium
22	Ped	Court Street/ NH108	Extend sidewalk from Bell Avenue to Gary Lane/ Lary Lane. East side from Bell to Crawford and West side from Crawford to Gary. Add crossings with signage and RRFBs at Crawford and Gary/Lary.	Mid	\$\$\$\$	Medium
23	Ped	Jady Hill Neighborhood	Construct sidewalks on Fairfield Dr/ Bittersweet Ln/Green Hill Rd traffic cut-through route to Portsmouth Ave.	Mid	\$\$\$\$	Medium
24	Bike	Portsmouth Ave/ NH108	Widen shoulders on Portsmouth Ave to 5' between Prospect Street and Hampton Inn by eliminating one of the two center turn lanes. Implement restriping with next resurfacing. Address as part of Portsmouth Avenue reconstruction project in CIP if not sooner.	Long	\$	High
25	Bike/ Ped	Front Street/ NH111	Realign intersection of Front Street and Railroad Avenue to tighten turning radius and shorten crosswalk. Fix high curb on west side. Consider for Phase III of intersection study program in CIP. See Rendering.	Long	\$\$	High
26	Ped	High Street/ Hampton Road	Extend sidewalk on north side of High Street from Recreation Center to Guinea Road, and on west side of Guinea Road to CMS. Consider as part of Phase II intersection study program in CIP.	Long	\$\$\$\$	High
27	Bike/ Ped	Front Street/ NH111	Implement VHB Option 3 for Railroad/ Columbus/ Winter intersection. Add crosswalk to access Winter Street Playground from north.	Long	\$\$\$\$	High

Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
28	Ped	Epping Road/ NH27	Extend sidewalks on both sides of the road to Ray Farmstead, and on North/ East side to Mobil station. Continental to Cronin is already programmed, so this includes Brentwood Road to Continental on South/West side and Meeting Place to Continental on North/East side	Long	\$\$\$\$	High
29	Ped	Linden Street	Improve signage, markings and lighting at three crosswalks along corridor - SST Gill St entrance, SST Cemetery entrance, Gary Lane	Long	\$\$	Medium
30	Ped	Epping Road/ NH27	Add crossing with signage and flashing beacon between Meeting Place and Brookside Drive. This may require HAWK/ hybrid beacon rather than RRFBs.	Long	\$\$\$	Medium
31	Bike/ Ped	Portsmouth Ave/ NH108	Add crossings with HAWK/hybrid beacons or pedestrian signals at McClain Manor Condominiums. Address as part of Portsmouth Avenue reconstruction project in CIP.	Long	\$\$\$	Medium
			Eliminate 1 of the 2 center turn lanes on Portsmouth Ave between Prospect Street and New England Pizza, freeing up width for 5' shoulders from Prospect Street to Alumni Drive and buffered bicycle lanes on both sides between Alumni Drive and New England Pizza. Implement restriping with next resurfacing to minimize cost. Address as part of Portsmouth Avenue reconstruction project in CIP.			
			Reconfigure intersection of Holland Way and Portsmouth Avenue to shorten crossing distances, tighten turning radii, create pedestrian refuge on median island and use Continental or other high visibility striping pattern consistent with 2023 improvements on Front Street. Address as part of Portsmouth Avenue reconstruction project in CIP.			



Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
32	Ped	Epping Road/ NH27	Add crossing with signage and flashing beacon between Meeting Place and Brookside Drive. This may require HAWK/hybrid beacon rather than RRFBs.	Long	\$\$\$	Medium
33	Bike/ Ped	Holland Way & Hampton Road	Complete sidewalk/side path on Holland Way from current terminus to Hampton Road, and on north side of Hampton Road to Recreation Center. Consider as part of Phase II intersection study in CIP.	Long	\$\$\$\$	Medium
34	Ped	Brentwood Road/ NH111A	Extend sidewalk from current terminus at Washington down to bridge (urban compact boundary) or ideally to Millstream Drive and Jolly Rand Trail.	Long	\$\$\$\$	Medium
35	Bike	Court Street/ NH108	Construct shoulder bike route of minimum 4' width from Lary/Gary to River Bend, and ideally to Kensington town line.	Long	\$\$\$\$	Medium
36	Ped	Railroad Avenue	Construct sidewalk on east side of Railroad Avenue from Front Street to Winter Street. See Rendering	Long	\$\$\$\$	Medium
37	Bike/ Ped	Other - Trail Access	Identify connections to create "Emerald Necklace" trail network surrounding Exeter, starting in Swazey Forest (with connections north to Newfields and Piscassic Greenway), connecting across Epping Road to Continental Drive to Garrison Lane, crossing Brentwood Road to Jolly Rand Trail to Pickpocket to Kingston Road to Powder Mill Road over railroad to Lancelot Drive to Court Street to Lary Lane to trail along River, to Gilman Street bridge to Academy Woods.	Long	\$\$\$\$	Medium

Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
38	Bike	Drinkwater Road	Widen shoulders from High Street to entrance to the Academy trail system south of Gilman, ideally to Kensington town line. Consider as part of Phase III intersection study in CIP.	Long	\$\$\$\$	Medium
39	Ped	High Street/ Hampton Road	Construct sidewalk on south side of High Street from Buzzell to Whippoowill. Consider Drinkwater intersection treatment as part of Phase III intersection study in CIP.	Long	\$\$\$\$	Medium
40	Bike	Epping Road/ NH27	Ensure consistent, bikeable shoulder all the way to EHS. Gaps include past Continental Drive with new guardrails, and last stretch to Blue Hawk Drive. NH101 interchange will remain a high-stress barrier but may be improved through HSIP program.	Long	\$\$\$\$	Medium
41	Bike	Hampton Falls Road	Create shoulder bicycle route from High Street to Carriage Drive, ideally to Hampton Falls town line. Consider as part of Phase II intersection study in CIP.	Long	\$\$\$\$	Medium
42	Ped	Washington Street	Fill gaps to create consistent sidewalk from Kingston Road to Brentwood Road. Address as part of Washington Street improvements project in CIP.	Long	\$\$\$\$	Medium
43	Bike	Portsmouth Ave/ NH108	Install bike box at Portsmouth Ave/ High Street intersection to improve safety for left-turning bicycle traffic. Consider as part of Portsmouth Avenue reconstruction project in CIP.	Long	\$	Low
44	Ped	High Street/ Hampton Road	Add short sidewalk (~175') on south side of High Street connecting Whippoowill to existing crosswalk and sidewalk continuing eastbound.	Long	\$\$	Low
45	Bike	Other - Trail Access	Expand off-street trailhead parking on Watson Road to reduce conflicts from on-street overflow parking.	Long	\$\$\$	Low



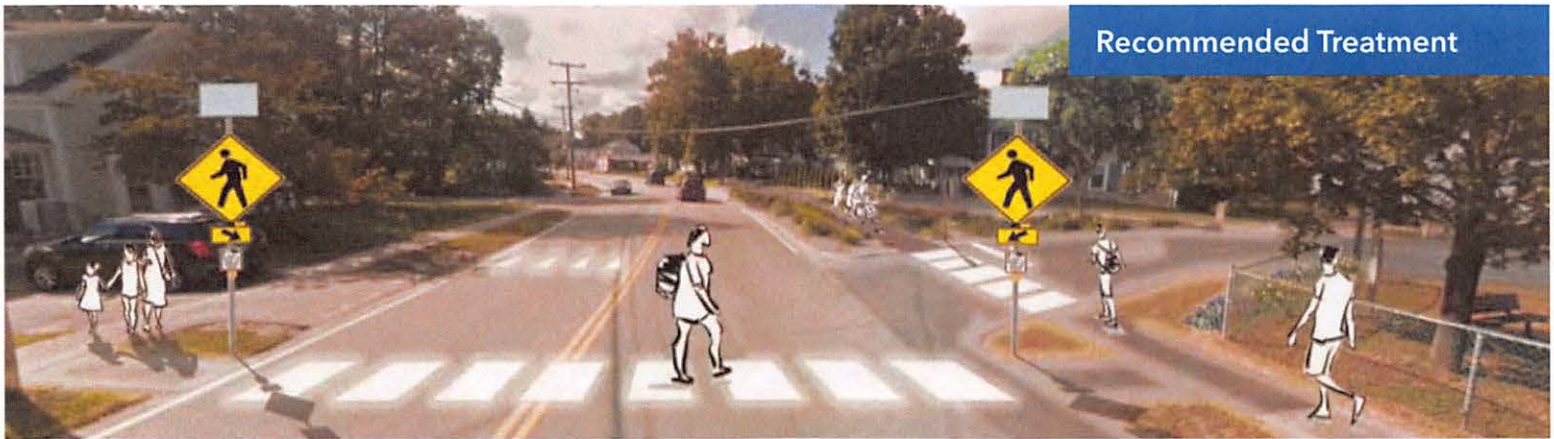
Figure 4 (continued).

Infrastructure Recommendations Organized by Order of Magnitude Cost and Priority

#	Type	Corridor	Project Description	Timeframe	Cost	Priority
46	Bike	Water Street	Consider reverse/back-in angle parking between Front Street and Swazey to improve safety. This has been implemented successfully in Laconia NH and other states, though installed then removed in at least one other NH community. The safety benefit is significant, but adjustment appears difficult for some drivers. Implement with next resurfacing.	Long	\$\$\$	Low
47	Bike	Drinkwater Road	Extend shoulder from Pleasant View to Gilman to connect to Academy Woods trails	Long	\$\$\$\$	Low
48	Ped	Kingston Road/ NH111	Extend sidewalk beyond new terminus at Riverwoods to Pickpocket Road to connect to Jolly Rand Trail.	Long	\$\$\$\$	Low
49	Ped	Gary Lane	Extend sidewalk from Thelma to Court Street.	Long	\$\$\$\$	Low
50	Ped	Waterfront Riverwalk	Replace aging wooden boardwalk running from Stewart Park to String Bridge with concrete walkway to revitalize waterfront area.	Long	\$\$\$\$	Medium

### Figure 5 - Proposed Intersection Improvement - Front Street & Winter Street (ENG36 & ENG37)

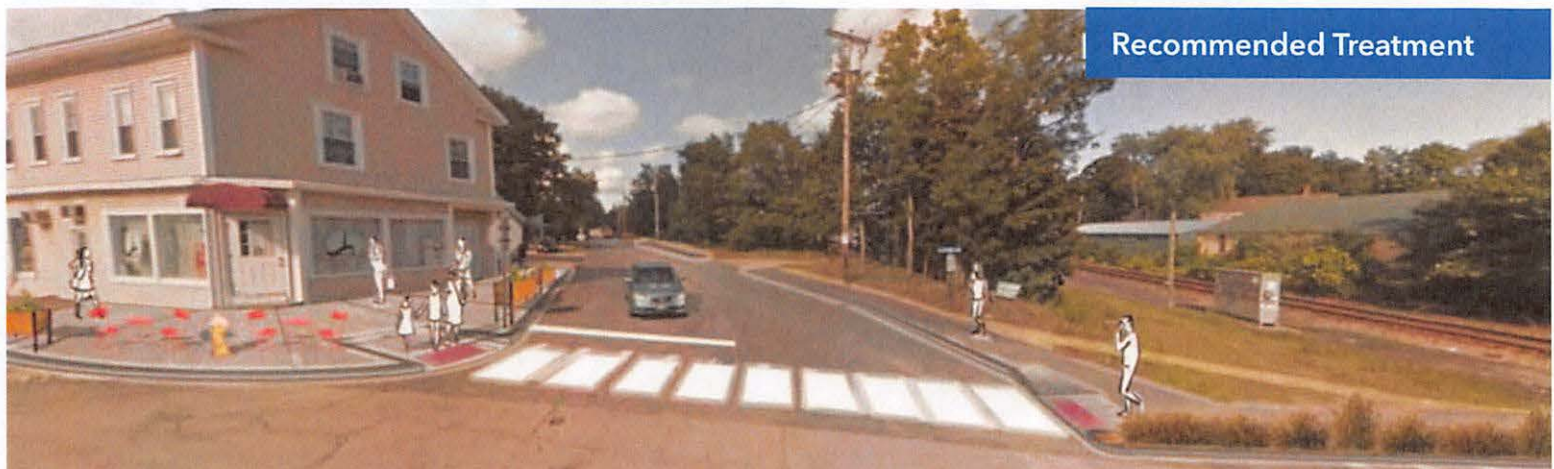
Currently a triangular island splits the intersection of Front Street and Winter Street. The intersection leg where the two streets meet at an acute angle was identified multiple times in public input as a safety hazard, as traffic coming off Winter Street heading west has a poor view of oncoming cars on front street given, the oblique angle; and eastbound traffic coming into town from Kingston Road tends to take the left turn onto Winter Street at speed. This contributed to a pedestrian fatality at the intersection in 2021. There is also no marked crossing of Front Street to the park - something requested multiple times in public input. The proposed reconfiguration squares up the intersection, expanding the island into a landscaped peninsula with sidewalk, and adds a crosswalk with Rectangular Rapid Flashing Beacons (RRFBs) for additional visibility.





## Figure 6 - Proposed Intersection Improvement - Front Street & Railroad Avenue (ENG38 & ENG50)

The current configuration on the Front Street/Railroad Avenue intersection as a huge expanse of pavement, making for a very long crosswalk with no refuge given the lack of sidewalk on the north side of Front Street between the railroad tracks and Railroad Avenue. The wide radius also encourages relatively high speed turns off Front Street onto Railroad Avenue. The curb at the northwest corner (left side below) is also exceptionally high with no tipdown for ADA access. The proposed reconfiguration (ENG38) tightens the intersection by adding the sidewalk on the north side of the railroad tracks to the intersection, significantly shortening the crossing. The design also proposes widening the sidewalk on the right side of the image to further shorten the crossing distance, and adding an accessible tipdown. Also shown in the rendering is the addition of sidewalks on the east side of Railroad Avenue from Front Street to Columbus (ENG50).





## Figure 7 - Proposed Intersection Improvement - Water Street & Center Street (part of ENG26)

Pedestrians seeking to cross Water Street from the north side to the south side currently need to walk 15'-20' out into the street before they are visible to oncoming cars given the site line obstruction from cars in the adjacent angle-in parking spaces. Also, in the morning, cars coming eastbound into downtown on Water Street are driving into sun glare, which can greatly reduce the ability to see pedestrians waiting to cross or actually in the crosswalk. The proposed configuration (ENG26) includes a bump-out on the north side, providing refuge for pedestrians 20' out to a point even with the rear end of adjacent, parked cars and shortening the crossing distance. Crosswalk, warning, signs with Rectangular Rapid Flashing Beacons (RRFBs) alert drivers to the presence of pedestrians waiting to cross or in the crosswalk, especially in poor visibility conditions.





**Figure 8 - Proposed Intersection Improvement - Water Street/Clifford Street/Franklin Street (ENG31)**

The intersection of Water Street/Clifford Street/Franklin Street experiences heavy congestion during morning and afternoon peak period due largely to volume on Water Street but also the unusual crossing pattern of traffic. The reconfiguration proposed by VHB in 2021 (ENG31) would reverse the one way pattern such that Franklin becomes one way out of the intersection and Clifford becomes one way into the intersection. Bump-outs on the south side of the intersection in front of the Gilman Garrison House and Street restaurant will shorten crossing distances across Water and Clifford Streets, and also slow down cars turning from Water onto Franklin.



## 11. NONINFRASTRUCTURE RECOMMENDATIONS

Building a safe, low stress and connected network of sidewalks, bicycle route and crossings is an important part of encouraging bicycling and walking in any community. Infrastructure improvements alone are not sufficient though. As described earlier in the plan under *Factors that Influence Walking and Biking*, people's decision to walk or ride is shaped by other considerations beyond road design and traffic stress level. Community attitudes about walking and bicycling are



shaped by the other “Es” beyond engineering. The following Non-Infrastructure recommendations draw on needs and ideas identified through the public input process, town staff and the Master Plan Oversight Committee, and promising practices from other communities.

## Education

Figure 9. Recommended Education Strategies

#	Recommendation	Town Departments Involved	Order of Magnitude Cost	Priority
EDU1	Develop local public outreach campaign on safe sharing of the road and speed reduction utilizing public access cable, variable message boards, yard signs, brochures.	Police, Parks & Recreation, Planning	\$\$	H
EDU2	Provide bicycle safety classes for children through schools and Parks & Recreation Department covering bicycle handling, safe riding skills, rules of the road, and bicycle safety checks.	Parks & Recreation, Police	\$	H
EDU3	Provide bicycling classes for adults through Parks & Recreation covering bicycle handling, traffic skills, rules of the road for bicyclists, and bicycle safety checks.	Parks & Recreation	\$	H
EDU4	Provide bicycle maintenance workshops for youth and adults through Parks & Recreation or Exeter Adult Education.	Parks & Recreation	\$	L
EDU5	Provide in-service training for local law enforcement on bicycle and pedestrian rights and responsibilities. Numerous changes have been made to NH RSAs on bicycling in the past 8-10 years.	Police	\$	M
EDU6	Provide in-service training for Public Works department staff on bicycle and pedestrian facility design, opportunities to achieve improvements through restriping, routine maintenance, safety for vulnerable road users in work zones, etc.	Public Works	\$	M
EDU7	Develop and install wayfinding signage to connect Exeter Downeaster rail station to downtown, Phillips Exeter and the Swazey Town Forest trail system.	Public Works, Planning	\$\$	L



## Encouragement

Figure 10. Recommended Encouragement Strategies

#	Recommendation	Town Departments Involved	Order of Magnitude Cost	Priority
ENC1	Promote participation in annual events for Seacoast Bike/Walk month including Bike/Walk to Work Day Breakfasts, group rides, etc.	Parks & Recreation, RPC	\$	H
ENC2	Promote awareness and use of Exeter's town trail network, potentially modeled on Seacoast Velo Kids' Take a Kid Mountain Biking Day.	Parks & Recreation, Economic Development	\$	H
ENC3	Encourage participation by area employers in Seacoast transportation management association (TMA) including annual commuter challenges that promote commuting by means other than single occupant vehicle and provide incentives for participants.	Economic Development, RPC, Chamber	\$	M
ENC4	Apply for Bicycle Friendly Community and Walk Friendly Community designation. These are managed nationally by the League of American Bicyclists and the Pedestrian and Bicycle Information Center.	Planning	\$	M
ENC5	Develop Safe Routes to School (SRTS) programs at Main Street School, Lincoln Street School and the Cooperative Middle School (CMS). These programs encourage healthy and safe physical activity through walk and bike to school events, school zone safe assessments, and parent interaction. CMS participated in a SRTS planning process for the Town of Stratham in 2018.	Planning, Schools	\$\$	H

## Enforcement

Figure 11. Recommended Enforcement Strategies

#	Recommendation	Town Departments Involved	Order of Magnitude Cost	Priority
ENF1	Continue and expand use of speed feedback signs where state highways transition from rural zones to in-town residential areas. These have been implemented on Water Street and High Street.	Police, Planning	\$\$	H
ENF2	Continue and expand enforcement of New Hampshire's 3-foot safe passing law (RSA 265:143-a) and hands-free law (RSA 265:79-c) to reduce driver distraction and improve safety.	Police	\$\$	H
ENF3	Review reporting procedures for crashes involving vulnerable road users to ensure all crashes are recorded, potential role of distraction is identified, and analysis of crash patterns and locations is possible.	Police, Planning	\$\$	H

## Evaluation

Figure 12. Recommended Evaluation Strategies

#	Recommendation	Town Departments Involved	Order of Magnitude Cost	Priority
EVL1	Compile and analyze bicycle and pedestrian crash data at least biannually to identify patterns in location and contributing factors. Combine data from Exeter PD with data from Exeter Hospital emergency room.	Police, Planning	\$	H
EVL2	Establish an ongoing pedestrian and bicycle counting program with 8-12 standard counting locations throughout town.	Planning	\$	H



## 12. NEXT STEPS

The information and recommendations in this plan provide a roadmap for improving safety for walking and bicycling in Exeter, and increasing the number of people who walk and bicycle in town for both recreational and utilitarian purposes.

The proposed recommendations outline a range of engineering, education, encouragement, enforcement, and evaluation concepts and strategies to enhance bicycle and pedestrian mobility. Prioritized and implemented over time, as funding is available, they will foster higher levels of walking and bicycling activity, spur economic activity along the commercial corridors, and create a more robust network to link residents and visitors with the places they want to go.

Exeter should work with Rockingham Planning Commission (RPC), New Hampshire Department of Transportation (NHDOT); nonprofit organizations like the Bike/Walk Alliance of New Hampshire (BWANH) and Seacoast Area Bicycle Riders (SABR); developers, landowners and other partners to advance the proposed improvements. With recent passage of the federal Infrastructure Investment and Jobs Act (IIJA) - also referred to as the Bipartisan Infrastructure Law (BIL) there is an unprecedented level of federal funding available to communities and regions to encourage active transportation and improve safety for vulnerable road users. NHDOT has also recently completed a statewide *Vulnerable Road User Safety Assessment* and an update to the *State Bicycle and Pedestrian Plan*; and as of spring 2024 is developing a statewide Complete Streets Policy. These documents emphasize consideration of ped/bike safety in all road projects, improved crossing safety, traffic calming where highways enter town centers, and improved data collection and crash analysis. Similar priorities are emphasized in this document.

The town should look for opportunities to incorporate improvements identified here into broader projects already identified in Exeter's [2024-2029 Capital Improvement Program](#) (CIP). CIP projects connected to recommendations in this plan include:

- Complete Streets Study (2025)
- Phase II & III Intersection Study Program (2024-2025)
- Portsmouth Avenue Reconstruction (2027-2029)
- Water Street Improvements (2024-2026)
- Washington Street Improvements (2026-2027)
- Waterfront Seawall (2028-2029)

Another significant opportunity is participating in the development of the regional Comprehensive Safety Action Plan that Rockingham Planning Commission is conducting in 2024. Completion of this plan will allow Exeter and other towns in the RPC region to apply for federal funding under the



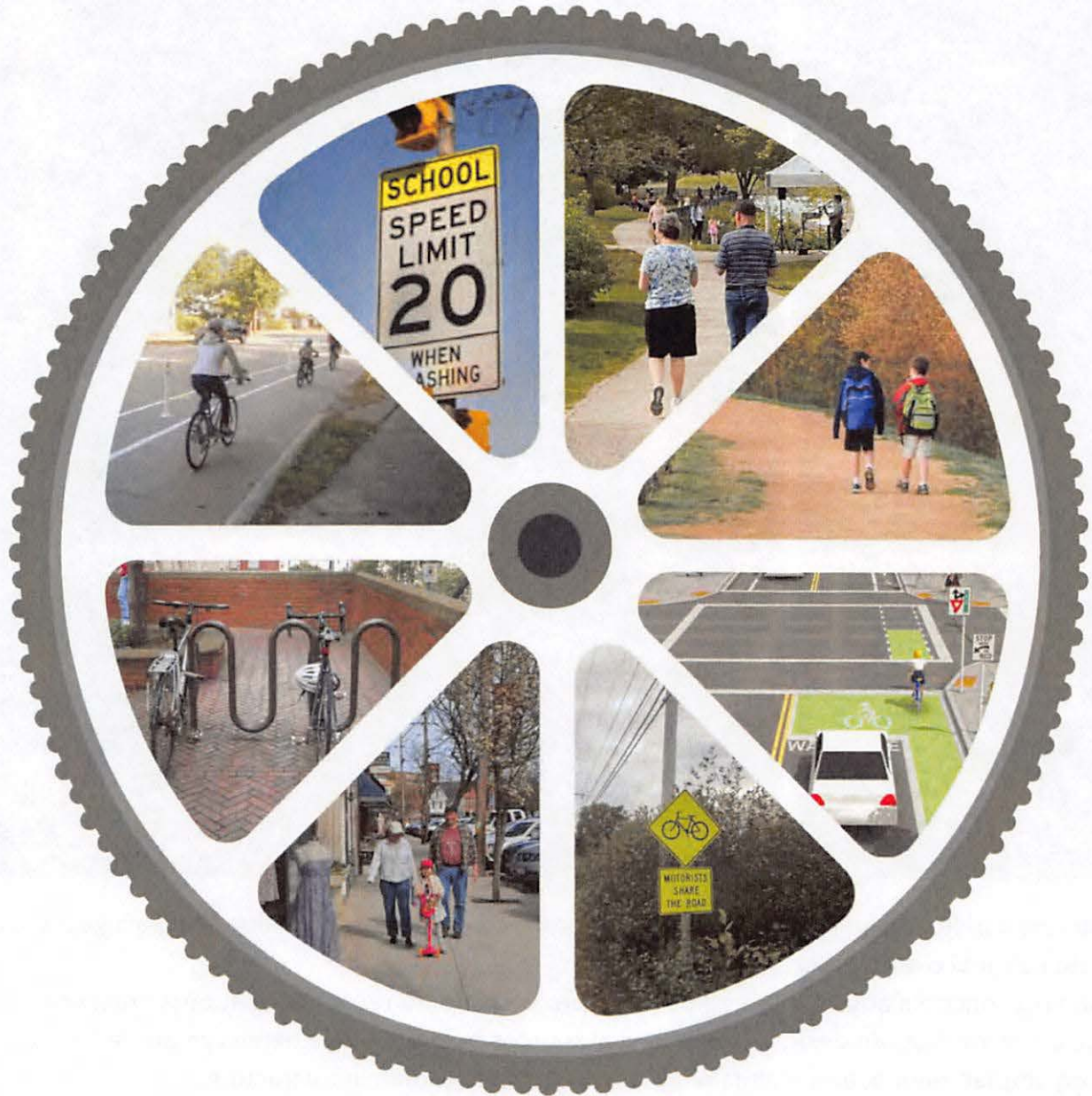


Safe Streets and Roads for All (SS4A) program, for which more than \$1 billion dollars a year will be available national over the next four years.

As planning concepts advance to engineering, projects should reflect current best practices in bicycle and pedestrian design. The technical sources below provide extensive guidance for planning, implementing, and maintaining bicycle and pedestrian infrastructure.

- New 11th Edition of the Manual of Uniform Traffic Control Devices (MUTCD) (2023)
- FHWA Safe Transportation for Every Pedestrian (STEP) Studio: Tools for Selecting and Implementing Countermeasures for Improving Pedestrian Crossing Safety (2020)
- FHWA Small Town and Rural Multimodal Networks Design Guide (2017)
- NACTO Urban Street Design Guide (2013)





## **Planet Playground Brick Program Fundraiser**





# EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • [www.exeternh.gov](http://www.exeternh.gov)



## TOWN OF EXETER

### MEMORANDUM

TO: Russ Dean, Town Manager  
CC: Melissa Roy, Assistant Town Manager  
Corey Stevens, Finance Director  
David Tovey, Assistant Director of Exeter Parks and Recreation  
FROM: Greg Bisson, Director of Parks and Recreation  
RE: Brick Fundraiser  
DATE: 03/31/2025

Exeter Park and Recreation is seeking approval to implement a buy a brick program to continue the fundraising efforts for Planet Playground amenities. This option is an affordable opportunity for families to contribute towards the ongoing efforts of renovating Planet Playground while leaving a lasting legacy. Several companies coordinate this program, but Polar Engraving has the most user friendly and affordable brick program. The company supplies a donor's website to allow patrons to purchase the bricks directly from them until Exeter Parks and Recreation ends the campaign. We anticipate opening up a few days before the send-off event (April 12) and ending it at the end of Summer. This was presented to the Recreation Advisory Board on March 26th and was unanimously approved.

#### Process:

Polar Engraving offers a free personalized donor website or donations ordering system as an essential tool for the success of your **brick fundraiser**. It allows your donors to place their orders online, and their software keeps track of them in our portal. They will create a free **donor brochure** mirroring your customized site.

#### WHAT ARE THE ADVANTAGES OF HAVING A FREE DONOR WEBSITE?

- Allow our brick/tile donors the convenience of placing their orders online.
- Expose our brick/tile fundraising project to the world on the internet.
- Allow our brick/tile donors to pay securely by credit card or check.
- All donor websites utilize secure encrypted transfer protocols to protect our donors' data.
- Easily manage and track brick/tile donor orders in our portal.
- Access our portal with your login and password and manage your orders with our advanced software. We can add, delete, or change each order at your convenience.
- Using the same information provided for our website, they can create a beautiful brochure order form that matches our donor website. We just need to print it out.
- **Polar Engraving USA** does not collect your donors' money; all donations will go directly to our organization.

#### Step 1: Taking orders on your Donor Website

Polar Engraving makes it easy for our contributors to place orders on your personalized site designed by their team. At the bottom of the site, donors will be able to enter their contact information and select our 4"x 8" brick. We will offer custom logos for the brick such as the Town Seal, Parks and Rec Logo, and

the Land and Water Conservation Logo; donors will be able to select these logos from a drop-down menu. No uploading of custom logos will be allowed. All large donors such as the New Car Dealers Association, Exeter Area Women's Club, and others will receive bricks for their contributions.

PLACE YOUR ORDER HERE

\*First Name: John  
\*Last Name: Smith  
Your Company:  
\*Street Address: 123 Main Street  
\*City: Anytown  
\*State/Province: Florida  
\*Zip code: 34109  
\*Phone Number: 2366978005  
\*Email Address: john@polarengraving.com  
\*Clip Art/Logo/Artwork? YES  NO   
\*Clip Art: A22  
OR  
Click Here To Upload your logo  
\*Brick/Tile Size: 4x8 brick/Tan #5: \$120  
Would you like to receive a Replica: 1 For - \$25  
Additional Contribution: 0  
\*Total Amount(\$): 145  
CONTINUE  
copyright © 2022 Polar Engraving Read our Privacy Policy

Step 2: When our donor click continue, they will be able to add their text and clip art on a virtual brick

CUSTOMIZE YOUR ORDER

Line 1: In Memory Of (Max 15 Char)  
Line 2: My Love Coco (Max 15 Char)  
Line 3: We Miss You! (Max 15 Char)  
Comment:

PREVIEW:  
ALL TEXT WILL BE CENTERED AUTOMATICALLY.

In Memory Of  
My Love Coco  
We Miss You!

Your order will be engraved only when the organization places their order with Polar Engraving. Please contact the organization if you have questions or need more information.

Disclaimer: This preview is only for visual representation purposes, actual engraving may differ in color, font, and image placement. Colored text, clip art and logos must be approved by the organization. Please be sure to submit only high resolution black and white files. Placement of clip art, logos, emblems, and text is at our discretion. NOTE: The "Comment" function is a communication between the organization and their donors ONLY, Polar Engraving does NOT read the comments. Thank you.

Payment Details:  
 Check By Mail  
Check Number: 12345  
Make Check payable to: Polar Engraving  
5166 Taylor Road Suite 105  
Naples, FL 34109  
Mail check to this Address:  
ORDER  
copyright © 2022 Polar Engraving Read our Privacy Policy

Step 3: Order Summary and Notifications

Donors who purchase a brick will receive an order summary and a confirmation email. Our organization will also receive an email notification when an order has been placed. The order will be automatically registered in the organization's portal. Exeter Parks and Recreation will collect Payment via Check or



Credit Card. Exeter will have the ability to edit or deny wording on the brick to make sure all is appropriate for a public space.


**Order Summary**  
Thank you for your Donation  
Save or Print this page for your record.

**Customer Info**

First Name: John  
Last Name: Smith  
Company Name:  
Street Address: 123 Main Street  
City: Anytown  
State: FL  
Zip-Code: 34109  
Phone Number: 2395978005  
Email Address: john@polarengraving.com

**Brick Info**

Brick Size: 4x8 brick (Tan #5) - \$120  
Clip Art or Logo: A22  
Receive Replica Title: 1 For - \$25



Clip Images:

**Brick Text**

Line 1: In Memory Of  
Line 2: My Love Coco  
Line 3: We Miss You!!

**Payment Info**

Payment Type: Check  
Check No: 12345  
Check Payable To: Polar Engraving  
Mailing Address For check:  
6166 Taylor Road Suite 105  
Naples, FL 34109  
Payment Status: Payment Not Received  
Confirmation Number: 286785  
Donation Amount: \$145

Your items will be Engraved as soon as the Organization places their Order. Please contact them for further details.

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### Cost/Capacity

The cost of the bricks is approximately \$25 per brick. We would charge \$100 per brick, the standard price for other buy-a-brick programs. We will be able to sell as many bricks as we can. The bricks will be laid into the paved walkway surface, allowing installation after the playground has been completed. Funds raised will help offset any installation costs associated with the bricks. If we sell a large number of bricks, we would hire a contractor to help with the installation as my staff will be tied up with other options.

**Motion: To allow the Exeter Parks and Recreation Department to implement a buy a brick program with proceeds for Planet Playground enhancements and renovations.**

Respectfully Yours,

Greg Bisson,

Director

Exeter Parks and Recreation



**Styrofoam Recycling Truck Rental Donation Acceptance**



## EXETER PUBLIC WORKS DEPARTMENT

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

[www.exeternh.gov/publicworks](http://www.exeternh.gov/publicworks) • [publicworks@exeternh.gov](mailto:publicworks@exeternh.gov)

TO: Select Board

FROM: Kristen Murphy, Conservation and Sustainability Planner

DATE: March 28, 2025

RE: Donations for Styrofoam Collection Truck Rental

---

As part of the Sustainability Advisory Committee's (SAC) Styrofoam Collection Event, we will need to rent a truck to transport the collected materials to Gilford. Other communities who host these collection events in the state have had great success collecting optional donations during the event. In some cases, they have raised enough to cover the entire truck rental costs. I have spoken with Corey Stevens about how best to manage something like this here and it was felt following the donation policy by filing the request in advance would be best.

I am seeking your approval to accept donations up to \$400 to be used to cover the cost of truck rental.





# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709  
[www.exeternh.gov](http://www.exeternh.gov)

## DONATION ACCEPTANCE FORM

Name of Donor: Multiple donors to the Town's Styrofoam Recycling Event held on 4/26/2025.

Contact Information (address, phone, email): N/A

Description of Donation: Cash donations toward the cost of transporting Styrofoam waste from Exeter to Gilford, NH in connection with the April 26th event.

Conditions of Acceptance or Donor Designation: Designated as described above.

Intended Use: Truck rental and associated gas expense.

Donor Estimate of Current Value (non-cash): N/A

### TOWN USE ONLY

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:  
N/A

Remarks: None

Selectboard: **ACCEPTED / DENIED** Date: \_\_\_\_\_

**SB297 Update and Sign-On Letter**





---

## Fwd: Why SB297 Precludes HealthTrust from Offering Coverage

1 message

---

**Russ Dean** <rdean@exeternh.gov>

Thu, Mar 27, 2025 at 10:15 AM

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>, Molly Cowan <mcowan@exeternh.gov>, Nancy Belanger <nbelanger@exeternh.gov>, "Julie Gilman (Town)" <jgilman@exeternh.gov>, "Dan Chartrand (Town)" <dchartrand@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>, Corey Stevens <cstevens@exeternh.gov>

Good morning,

Please find attached from HealthTrust re: SB297.

Thank you,

Russ

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

From: **HealthTrust - Executive Director** <healthtrust-ed@healthtrustnh.org>

Date: Thu, Mar 27, 2025 at 9:55 AM

Subject: Why SB297 Precludes HealthTrust from Offering Coverage

To: <rdean@exeternh.gov>



---

### Why SB297 Precludes HealthTrust from Offering Coverage

SB297 fundamentally changes risk pool management in New Hampshire. If passed, SB297 will prevent HealthTrust from providing the high-quality, affordable, medical and related coverages that New Hampshire's cities, towns and school districts have come to rely on since 1985.

#### HealthTrust Model Today

HealthTrust provides its participating Member Groups with fully-insured coverage through a pooled risk management program. HealthTrust operates like an insurance company and is subject to many of the same risks as an insurance company. Like an insurance company, HealthTrust determines the benefit plans, coverages, and rules for operating those coverages, and sets rates calculated to cover projected claims. For times when things don't go as expected, HealthTrust maintains a contingency reserve. Because the coverage relationship is fully insured, participating Member Groups are protected at all times against the risks inherent in providing medical coverage.

#### SB297 does not allow HealthTrust's Model to Exist

There are various forms and models of risk pooling. For 40 years, HealthTrust's



model has been for the organization to be a self-insured entity (meaning HealthTrust bears the risk of losses) and for our Member Groups to be fully insured against those losses. Groups are responsible to pay premiums, but bear no further responsibility for losses even if the costs of claims exceed expectations.

HealthTrust's coverage model would be explicitly prohibited if SB297 becomes law. SB297 fundamentally changes the pooled risk management program operated by HealthTrust by:

1. Removing HealthTrust's authority to provide fully-insured health coverages through a self-insured risk pool,
2. Requiring HealthTrust to shift the risk of losses from HealthTrust to the Member Groups (municipalities, school districts and counties), and
3. Removing HealthTrust's ability to prudently manage benefit plans, coverages, and the rules for operating those coverages.

**Rather than strengthening HealthTrust, SB297 requires HealthTrust to end its current risk pool model in which HealthTrust is the insurer and change into a new model where HealthTrust is the administrator. In short, SB297 harms the very entities and people risk pools are intended to help – municipalities, school districts, counties and their respective employees.**

### HealthTrust's Model has Value

NH RSA 5-B was enacted in 1987 because the commercial market did not meet the needs of the public sector. We operate in a free market, competing with other risk pools and with the commercial market. Even with these choices, the vast majority of New Hampshire's political subdivisions still choose HealthTrust for their coverage. We remain the only organization (including commercial carriers and other risk pools) that **never** declines to quote an eligible Group. Our mission is to serve all who need us, and the need is as strong, or stronger, than it was in 1987.

### Can HealthTrust Change Models?

As testified to and discussed in previous materials, HealthTrust does not operate under the model required by SB297. While there are a number of other concerns with the SB297 model, three main questions must be answered:

1. **Does the SB297 model provide value to the public sector?** No. It increases costs for political subdivisions and lowers the coverage value for public sector employees. Public sector entities need protection from risk and SB297 removes that protection. Further, the low and narrow band of required reserves along with strict assessment and one-year replenishment requirements will create significant volatility for Groups; for example, large rate increases one year, followed by returns of surplus the following year. Compared to HealthTrust's current model, Groups would go from being protected from both risk and volatility to now being exposed to both. If SB297 passes into law, many Groups will be better served by going to the commercial market (at a higher cost and with less services) to obtain the protection they need from risk of losses and rate volatility.



2. **Is the SB297 model financially viable?** No. It removes the financial stability that comes with fully insured coverage through a self-insured risk pool. Under SB297, solvency depends on replenishments and assessments being able to be paid by the towns, cities, schools, counties, and other public sector entities we serve, whenever needed. This is a flawed assumption and a fundamental flaw in SB297. By nature, insurance is protection against potential future risk. In most years, those risks will likely be as predicted. However, if events occur such that losses are *significantly* worse than expected, only fully-insured coverage would protect Groups. In those years, it is unlikely that political subdivisions and their taxpayers will be able to bear the burden of steep rate increases and required replenishments and assessments without extraordinary sacrifices.
3. **Will the SB297 model allow for prudent management?** No. The SB297 model creates conflicting rights and responsibilities for participating Groups that cannot be reconciled. In the SB297 model each Group is an owner, is ultimately responsible for the risk of losses, and is owed an individual fiduciary duty by the organization. As such, conflicts will arise from the competing interests of individual Groups. For example, if the board did not retire a costly and ineffective benefit, it could face allegations of not fulfilling its fiduciary duty to provide cost-effective coverage to one subset of Groups. However, if it retired the benefit, it could face allegations of interfering in the collective bargaining agreements of another subset of Groups. Political subdivisions cannot operate independently when making decisions while at the same time operating collectively when sharing the cost of those decisions. These concerns are not hypothetical; HealthTrust faces misguided claims from our regulator with respect to these very concerns today. If SB297 passes, these claims will be even more difficult to defend.

In total, when reviewing the challenges and ramifications of the model required by SB297, HealthTrust has identified that such a change is untenable.

### **Can the Stated Objectives be Accomplished?**

If the motivating goal behind SB297 is to improve the financial stability of risk pools, there are many ways to accomplish that. HealthTrust welcomes reasonable regulation and standards that can help ensure future stability.

There are many available models in use throughout the country and in New Hampshire that can be adapted to apply to New Hampshire risk pools. Chief among them is the Risk Based Capital (RBC) model developed by the National Association of Insurance Commissioners (NAIC) and in use by the New Hampshire Insurance Department to ensure financial stability of insurers providing fully-insured medical coverage like HealthTrust does.

The RBC model's entire focus is to ensure that appropriate levels of reserves are retained in order to ensure the solvency and viability of an insurer. It is a tried-and-true, proven methodology supported by a full set of well-developed systems and standards. Rather than a fixed percentage of reserves, the system adapts to changes in the wider ecosystem, which is critical in a period of volatility.

HealthTrust's current model would remain viable and would be strengthened by the application of such reasonable standards.

## Conclusion

Risk pooling is an important and essential option for New Hampshire's public sector. HealthTrust has had the privilege of serving the vast majority of the towns, cities, schools, counties, and other eligible organizations during those years. Our operating model as a self-insured entity while individual Member Groups are fully-insured has met the unique needs of the public sector. This includes keeping rates low for taxpayers, protecting the political subdivisions from risk, and providing coverages to all eligible Groups, **never** declining to quote even those who are unable to obtain coverage elsewhere.

HealthTrust exists to serve New Hampshire's public sector. As we have said from the beginning, we welcome the opportunity to work collaboratively with the legislature, Members, Covered Individuals, unions and all other stakeholders to craft a law that protects sustainable access to health coverage through RSA 5-B pooled risk management programs.

Sincerely,



Scott DeRoche  
Executive Director

**HealthTrust**

PO Box 617

Concord, NH 03302-0617

Phone: 800.527.5001

[healthtrust-ed@healthtrustnh.org](mailto:healthtrust-ed@healthtrustnh.org)

[www.healthtrustnh.org](http://www.healthtrustnh.org)

The mission of HealthTrust is to provide high quality, cost-effective employee benefit products and services for public employers and employees in New Hampshire in order to reduce costs through pooling strategies with a commitment to education, health promotion and disease prevention.

HealthTrust, Inc. endeavors to protect the privacy of the enrollee and their beneficiaries' healthcare information. This message is intended only for the use of the addressee and may contain private health care information that is protected by state and federal law, including without limitation the Health Insurance Portability and Accountability Act of 1996. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please erase or destroy all copies of the message and its attachments and notify the sender immediately. Thank you.

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# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 777-1514

[www.exeternh.gov](http://www.exeternh.gov)

March 31, 2025

Sherman Packard  
NH Speaker of the House  
State House Room 317  
107 North Main Street  
Concord, NH 03301-4951

Dear Mr. Packard,

The Exeter Select Board discussed SB297 at their meeting on March 17, 2025. The Board is opposed to SB297 in its current form.

During the week following the Select Board meeting, the HealthTrust Board of Directors indicated via a vote at a regular meeting that if SB297 were to pass in its present form, it would effectively end the HealthTrust as it is currently known.

The HealthTrust currently insures all municipal and school eligible employees in Exeter and the SAU16. We ask that SB297 be deemed inexpedient to legislate or assigned to a study committee to review its potential hazardous impact on our employees.

Thank you for your attention to this important matter.

Sincerely,

Exeter Select Board

---

Niko Papakonstantis, Chair

---

Molly Cowan, Vice-Chair

---

Nancy Belanger, Clerk

---

Julie Gilman

---

Daniel Chartrand

**Select Board Board/Committee/Commission Assignments**



## Select Board Representatives to Boards/Committees/Commissions

### **Select Board**

Niko Papakonstantis	Chair	2028
Molly Cowan	Vice Chair	2027
Nancy Belanger	Clerk	2026
Julie Gilman		2028
Daniel Chartrand		2026

### **Planning Board**

Nancy Belanger	SB Rep.	Term
Dan Chartrand	SB Rep. Alt.	Term

### **Recreation Advisory Board**

Nancy Belanger	SB Rep.	Term
	SB Alt.	Term

### **Conservation Commission**

Dan Chartrand	SB Rep.	Term
Nancy Belanger	SB Alt.	Term

### **Heritage Commission**

Julie Gilman	SB Rep.	Term
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### **Historic District Commission**

Julie Gilman	SB Rep	Term
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### **Rockingham Planning Commission**

Julie Gilman	SB Rep.	Term
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### **Swasey Parkway Trustees**

Niko Papakonstantis	SB Rep.	Term
Dan Chartrand	SB Alt.	Term

### **Communications Advisory Committee**

Molly Cowan	SB Rep.	Term
Nancy Belanger	SB Alt.	Term

### **E911 Committee**

Molly Cowan	SB Rep.	Term
-------------	---------	------

### **Energy Committee**

Julie Gilman	SB Rep.	Term
Niko Papakonstantis	SB Alt.	Term

### **Facilities Committee**

Dan Chartrand	SB Rep.	Term
Niko Papakonstantis	SB Alt.	Term

<b><u>Housing Advisory Committee</u></b>		
Nancy Belanger	SB Rep.	Term
Dan Chartrand	SB Alt.	Term
<b><u>River Advisory Committee</u></b>		
Niko Papakonstantis	SB Rep.	Term
<b><u>Sustainability Advisory Committee</u></b>		
Dan Chartrand	SB Rep.	Term
Niko Papakonstantis	SB Alt.	Term
<b><u>Water/Sewer Advisory Committee</u></b>		
Molly Cowan	SB Rep.	Term
Dan Chartrand	SB Rep.	Term
<b><u>Tree Committee</u></b>		
Niko Papakonstantis	SB Rep.	Term
<b><u>Arts and Culture Advisory Commission</u></b>		
Nancy Belanger	SB Rep.	Term
<b><u>Tax, Exemption &amp; Credit Advisory Committee</u></b>		
Molly Cowan	SB Rep.	Term
Julie Gilman	SB Alt.	Term
<b><u>Pairpoint Park Stakeholders Committee</u></b>		
Niko Papakonstantis	SB Rep.	Term
<b><u>250th Celebration Commission</u></b>		
Julie Gilman	SB Rep.	Term



## **Tax Abatements, Veteran's Credits & Exemptions**





## **Permits & Approvals**

**MS232 Certificate of Appropriation Approval**





Report of Appropriations Actually Voted

Exeter

For the period beginning January 1, 2025 and ending December 31, 2025

Form Due Date: 20 Days after the Annual Meeting

GOVERNING BODY CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
Niko Papakonstantis	Board Chair	
Molly Cowan	Board Vice Chair	
Nancy Belanger	Board Clerk	
Julie D. Gilman	Board Member	
Daniel Chartrand	Board Member	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

For assistance please contact:  
NH DRA Municipal and Property Division  
(603) 230-5090  
<https://www.revenue.nh.gov/about-dra/municipal-and-property-division/municipal-bureau>





**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>Sanitation</b>			
4321	Sanitation Administration		\$0
4323	Solid Waste Collection	12	\$1,652,139
4324	Solid Waste Disposal		\$0
4325	Solid Waste Facilities Clean-Up		\$0
4326	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
<b>Sanitation Subtotal</b>			<b>\$1,652,139</b>
<b>Water Distribution and Treatment</b>			
4331	Water Administration		\$0
4332	Water Services		\$0
4335	Water Treatment		\$0
4338	Water Conservation		\$0
4339	Other Water		\$0
<b>Water Distribution and Treatment Subtotal</b>			<b>\$0</b>
<b>Electric</b>			
4351	Electric Administration		\$0
4352	Generation		\$0
4353	Purchase Costs		\$0
4354	Electric Equipment Maintenance		\$0
4359	Other Electric Costs		\$0
<b>Electric Subtotal</b>			<b>\$0</b>
<b>Health</b>			
4411	Health Administration	12	\$142,892
4414	Pest Control	12	\$1,050
4415	Health Agencies and Hospitals		\$0
4419	Other Health		\$0
<b>Health Subtotal</b>			<b>\$143,942</b>
<b>Welfare</b>			
4441	Welfare Administration	12	\$177,758
4442	Direct Assistance		\$0
4444	Intergovernmental Welfare Payments		\$0
4445	Vendor Payments		\$0
4449	Other Welfare	12	\$100,000
<b>Welfare Subtotal</b>			<b>\$277,758</b>





**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>Culture and Recreation</b>			
4520	Parks and Recreation	12	\$757,774
4550	Library	12	\$1,281,634
4583	Patriotic Purposes	12	\$18,000
4589	Other Culture and Recreation	12	\$18,500
<b>Culture and Recreation Subtotal</b>			<b>\$2,075,908</b>
<b>Conservation and Development</b>			
4611	Conservation Administration	12	\$9,798
4612	Purchase of Natural Resources		\$0
4619	Other Conservation		\$0
4631	Redevelopment and Housing Administration		\$0
4632	Other Redevelopment and Housing		\$0
4651	Economic Development Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development	12	\$180,902
<b>Conservation and Development Subtotal</b>			<b>\$190,700</b>
<b>Debt Service</b>			
4711	Principal - Long Term Bonds, Notes, and Other Debt	12	\$1,221,312
4721	Interest - Long Term Bonds, Notes, and Other Debt	12	\$556,110
4723	Interest on Tax and Revenue Anticipation Notes	12	\$171,150
4790	Other Debt Service Charges	12	\$1
<b>Debt Service Subtotal</b>			<b>\$1,948,573</b>
<b>Capital Outlay</b>			
4901	Land		\$0
4902	Machinery, Vehicles, and Equipment	12,18,19,20,2 1,24,26	\$755,944
4903	Buildings		\$0
4909	Improvements Other than Buildings	03,04,05,06,0 8,09,10,27	\$11,777,900
<b>Capital Outlay Subtotal</b>			<b>\$12,533,844</b>



**Appropriations**

<b>Account</b>	<b>Purpose</b>	<b>Article</b>	<b>Appropriations As Voted</b>
<b>Operating Transfers Out</b>			
4911	To Revolving Funds		\$0
4912	To Special Revenue Funds		\$0
4913	To Capital Projects Funds		\$0
4914A	To Airport Proprietary Fund		\$0
4914E	To Electric Proprietary Fund		\$0
4914O	To Other Proprietary Fund		\$0
4914S	To Sewer Proprietary Fund	14,15	\$8,182,152
4914W	To Water Proprietary Fund	13,15	\$4,635,000
4915	To Capital Reserve Funds	23	\$100,000
4916	To Expendable Trusts	22,25,28,29,30	\$208,750
4917	To Health Maintenance Trust Funds		\$0
4918	To Non-Expendable Trust Funds		\$0
4919	To Fiduciary Funds		\$0
<b>Operating Transfers Out Subtotal</b>			<b>\$13,125,902</b>
<b>Total Voted Appropriations</b>			<b>\$49,631,483</b>

**Parks and Recreation Planet Playground Donation Approval**





# EXETER PARKS & RECREATION



32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • [www.exeternh.gov](http://www.exeternh.gov)

## TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager  
CC: Melissa Roy, Assistant Town Manager  
Corey Stevens, Finance Director  
David Tovey, Assistant Director  
FROM: Greg Bisson, Director of Parks and Recreation  
RE: Donation Acceptance  
DATE: 03/31/2025

---

The Exeter Parks and Recreation Department requests the official acceptance of the donation listed below for the Planet Playground ADA enhancement. We want to acknowledge this Family and have the select board officially vote to accept these donations. As previously listed, this donor and the others will be listed on the signage at the playground's entrance and by the ADA-accessible Alta Glide.

The Mautz family would like to donate funds towards our fundraising efforts to enhance Planet Playground.

Total: \$500

We thank the Mautz family for committing to enhancing Planet Playground and our community.

Motion: To accept \$500 from Mr. & Mrs Mautz for the Planet Playground ADA enhancement fundraiser.

Attached is the donor form.

**Greg Bisson**

**Director**

**Exeter Parks and Recreation**



# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709  
[www.exeternh.gov](http://www.exeternh.gov)

## DONATION ACCEPTANCE FORM

Name of Donor: Johanna and Bill Mantz

Contact Information (address, phone, email): 16 Carriage Drive Exeter NH  
603-686-0028(c) jmantz@yahoo.com

Description of Donation: Planet Playground Fundraiser \$500

Conditions of Acceptance or Donor Designation: The Mantz Family

Intended Use: Reach fundraising goal for PP Enhancement

Donor Estimate of Current Value (non-cash): \_\_\_\_\_

### TOWN USE ONLY

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:

Remarks: \_\_\_\_\_

Selectboard:                      **ACCEPTED / DENIED**                      Date: \_\_\_\_\_



# EXETER PARKS & RECREATION



32

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COURT

## TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager  
CC: Melissa Roy, Assistant Town Manager  
Corey Stevens, Finance Director  
David Tovey, Assistant Director  
FROM: Greg Bisson, Director of Parks and Recreation  
RE: Donation Acceptance  
DATE: 03/31/2025

---

The Exeter Parks and Recreation Department requests the official acceptance of the donation listed below for the Planet Playground ADA enhancement. We want to acknowledge this organization and have the select board officially vote to accept these donations. As previously listed, this donor and the others will be listed on the signage at the playground's entrance and by the ADA-accessible Alta Glide.

Digital Prospectors, 100 Domain Dr, Exeter, NH: Digital Prospectors is a leading technology, engineering, and life sciences staffing firm working with private and public sectors. Based out of Exeter, NH, with offices in Boston, MA.

Total: \$1,500

We thank Digital Prospectors for committing to enhancing Planet Playground and our community.

Motion: To accept \$1,500 from Digital Prospectors for the Planet Playground ADA enhancement fundraiser.

Attached is the donor form.

**Greg Bisson**

**Director**

**Exeter Parks and Recreation**





# TOWN OF EXETER, NEW HAMPSHIRE

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[www.exeternh.gov](http://www.exeternh.gov)

## DONATION ACCEPTANCE FORM

Name of Donor: Digital Prospectors

Contact Information (address, phone, email): 100 Domain Dr., Suite 103, Exeter NH 03833

Contact Person: Christie Spencer; Cspencer@digitalprospectors.com; 603-609-7082

Description of Donation: \$1500 for Planet Playground Sponsorship

Conditions of Acceptance or Donor Designation: Corporate Donation to Planet Playground Enhancement Fundraiser

Intended Use: Planet Playground - whatever you need the funds for in terms of deconstruction of old playground and installation of new Planet Playground. However town sees fit.

Donor Estimate of Current Value (non-cash): \$1500 cash donation - Silver Sponsor level

### TOWN USE ONLY

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:

Remarks: \_\_\_\_\_

Selectboard:                      **ACCEPTED / DENIED**                      Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Paving Contract Extension Recommendation**



## EXETER PUBLIC WORKS DEPARTMENT

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

[www.exeternh.gov/publicworks](http://www.exeternh.gov/publicworks) • [publicworks@exeternh.gov](mailto:publicworks@exeternh.gov)

TO: Exeter Select Board  
FROM: Stephen Cronin, Public Works Director  
CC: Russell Dean, Town Manager  
DATE: March 31, 2025  
RE: Contract Extension – 2025 Paving Services

---

### SUGGESTED MOTION:

**Motion to extend the contract with Bell & Flynn, LLC for Paving Services for one additional year at the following unit prices:**

**Item #1: Bituminous Concrete Pavement – Machine Method**

**\$71.90 per ton for Binder Course**

**\$72.90 per ton for Surface Course**

**\$73.90 per ton for “Urban Compact” Surface Course**

**\$74.90 per ton for Cul-de-sac Street and Leveling Course**

**Item #2: Bituminous Concrete Pavement – Hand Method**

**\$140.00 per ton**

**Item #3: Bituminous Concrete Curb/Berm**

**\$4.50 per linear foot**

**, and to further authorize the Town Manager to sign the associated contract documents.**

Please find attached a proposal from Bell & Flynn, LLC for paving services for the 2025 construction season. Despite market fluctuations, Bell & Flynn is able to offer pricing consistent with the prior year’s contract. All pricing is subject to adjustment per New Hampshire Department of Transportation’s (NHDOT) guidelines for Fuel (Item 1010.15) and Asphalt Cement Adjustment (Item 1010.2).

The Highway Department’s road paving/maintenance budget for 2025 is \$625,000. The Department is requesting an additional \$75,000 from road aid to supplement the budget, for a total of \$700,000. Based on this amount, the following roads would receive a pavement overlay: Drinkwater Road, Jay’s Cutoff, Amberwood Drive, Colcord Pond Drive, Michael Ave, and Allard Street. The Department also intends to overlay Industrial Drive and Commerce Way in 2025 using \$180,000 from Epping Road Tax Increment District funds. Additionally, the following roads are scheduled for crack sealing: Captains Way, Senyar Farm Lane, Moore Lane,



and Halfpenny Lane. Please note that this schedule and planned road treatments could change following a post-winter evaluation of road surface conditions.

This proposal is competitive with installed tonnage prices for other southeastern New Hampshire communities and low bid unit prices for 2024/2025 NHDOT projects. The Public Works Department recommends extending the road paving services contract with Bell & Flynn for 2025 based on their proven ability to perform the paving services required.

# BELL & FLYNN LLC

**Pavement Reclamation  
Engineers & Contractors**

---

Planning · Testing · Design · Engineered/Reconstruction · Construction

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Telephone: (603) 778-8511

Fax: (603) 772-4396

69 Bunker Hill Avenue

Stratham, NH 03885

March 7, 2025

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

Dear Mr. Dean,

Despite continuing cost increases associated with wages/benefits, equipment/maintenance, transportation/energy and regulatory requirements which are customarily reflected in increased unit prices at the commencement of each construction season, Bell & Flynn LLC is pleased to be able at this time to offer to extend the current contract for paving services under the same terms, conditions and prices upon mutual agreement by the Town of Exeter.

The Unit Price of Pay Item #1, "Bituminous Concrete Pavement - Machine Method", per ton, in place, per Project Manual and Specifications, shall remain: \$71.90 per ton for Binder Course (e.g., Anna Louise Dr) - the same unit price paid for all pavements installed during the 2012-2014 construction seasons!

\$72.90 per ton for Surface Course (e.g., Industrial Dr/Commerce Way, Drinkwater Rd)

\$73.90 per ton for "Urban Compact" Surface Course

The Unit Price for Cul-de-Sac Streets (e.g., Colcord Pond Dr, Michael Ave, Allard St, Amberwood Dr) and the installation of Leveling Course shall remain \$74.90 per ton.

The Unit Price of Pay Item #2, "Bituminous Concrete Pavement – Hand Method", in place, per Project Manual and Specifications, shall be \$150.00 per ton.

The Unit Price of Pay Item #3, "Bituminous Concrete Curb/Berm", in place, per Project Manual and Specifications, shall be \$5.00 per linear feet.

The unit price of Bituminous Concrete Pavement shall continue to be subject to adjustment per NHDOT asphalt adjustment clause (Item 1010.2) and also NHDOT fuel adjustment clause (Item 1010.15) indexed to the respective May 2018 NHDOT prices of asphalt cement and fuel. The respective unit prices of ancillary services including pavement reclamation, cold planing and the adjustment of utility castings et. al in accordance with the Town of Exeter Hourly Truck and Equipment Rental Rates as most recently amended shall be incorporated into the contract as applicable.

In closing, I am sure that you will realize the benefits of this contract extension when you observe that the pricing of "Bituminous Concrete Pavement – Machine Method" includes no adjustment to reflect the significant increase in the cost of overhead expenses, employee compensation/benefits, et al. since 2018. While the inflationary spiral of supply side disruption in conjunction with increased global demand influencing the 2022 petroleum markets has substantially subsided, normal seasonal demand exacerbated by macroeconomic/geopolitical dynamics in crude oil markets is anticipated to continue to increase the *future* price of asphalt pavements through the summer months of 2025. Considering these anticipated cost increases, in an

attempt to provide price stability (at the lowest possible price!) it should again prove beneficial to the Town of Exeter to extend the current contract for paving services including paving and to complete as much work as possible early in the paving season.

Thanking you in advance for your thoughtful consideration of this letter, I remain,

Sincerely,



John T. Bell  
President



## **Use of Road Aid Funds for Highway Paving**



## EXETER PUBLIC WORKS DEPARTMENT

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

[www.exeternh.gov/publicworks](http://www.exeternh.gov/publicworks) • [publicworks@exeternh.gov](mailto:publicworks@exeternh.gov)

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Russell Dean, Town Manager

DATE: March 31, 2025

RE: Use of Road Aid Funds for Highway Paving

---

### **SUGGESTED MOTION:**

#### **Motion to authorize the use of \$75,000 in road aid funds to supplement the Highway Department's 2025 road paving/maintenance budget.**

The Town continues to hold road aid funds that were allocated by the State of NH in 2022 and 2023 through highway block grants. The additional funds were allocated for the purpose of repairing and maintaining class IV and V roads, and/or purchasing associated equipment.

In 2024 the Selectboard approved the use of a portion of these funds for paving (\$150,000), as well as the development of the Swasey Park turnaround (\$23,740). Public Works is seeking Selectboard approval to use an additional \$75,000 in 2025 for road paving. If the \$75,000 were to be approved, the remaining balance of these funds would be \$96,500.

## **Household Hazardous Waste Grant Contract Approval**





## EXETER PUBLIC WORKS DEPARTMENT

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[www.exeternh.gov/publicworks](http://www.exeternh.gov/publicworks) • [publicworks@exeternh.gov](mailto:publicworks@exeternh.gov)

TO: Exeter Select Board

FROM: Stephen Cronin, Public Works Director

CC: Russell Dean, Town Manager

DATE: March 26, 2025

RE: Grant Agreement – Hazardous Household Waste Collection

---

### SUGGESTED MOTION:

**Motion to accept a grant from New Hampshire Department of Environmental Services for Hazardous Household Waste Collection in the amount of \$8,132.00, and to further authorize the Town Manager to sign the associated grant agreement documents.**

This grant award will be used to support Exeter's Household Hazardous Waste (HHW) Collection event, typically held in October, at the Exeter Public Works Garage. Each year, with the assistance of the Rockingham Planning Commission, Exeter hosts a HHW Collection event for the communities of Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook, and South Hampton. Municipal assessments are levied on each Town based on the participating community's population. In addition, residential participants are assessed a user fee to cover a portion of the remaining costs associated with the event.

In calendar year 2024, a total of 313 households participated in the HHW Collection event. The event manifested a total of 15,317 pounds of waste, including 8,541 pounds of non-hazardous waste, 5,556 pounds of hazardous waste, and 1,220 pounds of universal waste. Exeter's HHW Collection event provides a tremendous asset to the region, preventing waste from ending up in the municipal waste stream or disposed of directly into the environment. A historical summary of the event has been attached for reference.

**Hazardous Household Waste Collection 2018-2024**

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Min</b>	<b>Max</b>	<b>Avg</b>
<b>Households</b>	448	433	398	277	222	358	313	222	448	350
<b>Waste</b>										
Ignitable	17,877	8,160	10,530	14,280	9,066	15,972	10,925	8,160	17,877	12,401
Reactive	1	-	-	10	-	-	-	-	10	2
Toxic	2,281	2,400	4,000	6,800	75	1,400	892	75	6,800	2,550
Corrosive	976	300	1,706	2,152	106	725	555	106	2,152	931
Other	1,904	-	11,260	-	6,045	5,950	2,945	-	11,260	4,015
<b>Total Pounds Waste Collected</b>	<b>23,039</b>	<b>10,860</b>	<b>27,496</b>	<b>23,242</b>	<b>15,292</b>	<b>24,047</b>	<b>15,317</b>	<b>10,860</b>	<b>27,496</b>	<b>19,899</b>
<b>Pounds Per Household</b>	<b>51</b>	<b>25</b>	<b>69</b>	<b>84</b>	<b>69</b>	<b>67</b>	<b>49</b>	<b>25</b>	<b>84</b>	<b>59</b>
<b>Community</b>										
East Kingston	34	14	28	8	8	22	22	8	34	19
Epping	42	51	20	32	15	32	34	15	51	32
Exeter	167	181	151	78	99	122	135	78	181	133
Newfields	45	18	32	24	18	25	13	13	45	25
Seabrook	20	12	16	18	15	21	19	12	21	17
South Hampton	14	4	12	9	10	14	9	4	14	10
Stratham	126	153	139	108	57	122	81	57	153	112
<b>TOTAL Participation</b>	<b>448</b>	<b>433</b>	<b>398</b>	<b>277</b>	<b>222</b>	<b>358</b>	<b>313</b>	<b>222</b>	<b>448</b>	<b>350</b>

GRANT AGREEMENT

The State of New Hampshire and the Grantee  
 hereby Mutually agree as follows:  
 GENERAL PROVISIONS

1. Identification and Definitions.

<b>1.1. State Agency Name</b> Department of Environmental Services		<b>1.2. State Agency Address</b> 29 Hazen Drive Concord, NH 03301	
<b>1.3. Grantee Name</b> Town of Exeter		<b>1.4. Grantee Address</b> 10 Front Street Exeter, NH 03833	
<b>1.5 Grantee Phone #</b> 603-658-0517	<b>1.6. Account Number</b> 03-44-44-444010-5392- 073-500580	<b>1.7. Completion Date</b> June 30, 2026	<b>1.8. Grant Limitation</b> \$8,132
<b>1.9. Grant Officer for State Agency</b> Timothy J. Prospert		<b>1.10. State Agency Telephone Number</b> 603-271-2047	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
<b>1.11. Grantee Signature 1</b>		<b>1.12. Name &amp; Title of Grantee Signor 1</b> Russell Dean, Town Manager	
<b>Grantee Signature 2</b>		<b>Name &amp; Title of Grantee Signor 2</b>	
<b>Grantee Signature 3</b>		<b>Name &amp; Title of Grantee Signor 3</b>	
<b>1.13 State Agency Signature(s)</b>		<b>1.14. Name &amp; Title of State Agency Signor(s)</b> Robert R. Scott, Commissioner	
<b>1.15. Approval by Attorney General (Form, Substance and Execution) (if G &amp; C approval required)</b>			
By:		Assistant Attorney General, On: / /	
<b>1.16. Approval by Governor and Council (if applicable)</b>			
By:		On: / /	

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").



3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. **EFFECTIVE DATE: COMPLETION OF PROJECT.**
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. **GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.**
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.** In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
7. **RECORDS and ACCOUNTS.**
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions **PERSONNEL.**
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. **DATA: RETENTION OF DATA; ACCESS.**
- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. **CONDITIONAL NATURE OR AGREEMENT.** Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. **EVENT OF DEFAULT: REMEDIES.**
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
  - 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
  - 11.1.2 Failure to submit any report required hereunder; or
  - 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
  - 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
    - 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
    - 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
    - 11.2.3 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. **TERMINATION.**
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice. **CONFLICT OF INTEREST.** No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof. **GRANTEE'S RELATION TO THE STATE.** In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
14. **ASSIGNMENT AND SUBCONTRACTS.** The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
15. **INDEMNIFICATION.** The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
16. **INSURANCE.**
- 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
- 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
19. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
20. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
22. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
24. **SPECIAL PROVISIONS.** The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

**EXHIBIT A**  
**Special Terms and Conditions**

1. The State reserves the right to audit the Grantee's expenditures for the Project and to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement were, in fact, not fulfilled.
  
2. Paragraph 15 of the General Provisions is amended in that the parties intend the Grantee to retain a Contractor in accordance with Exhibit A of this agreement.



**EXHIBIT B**  
**Scope of Services**

1. The Grantee shall conduct the collection portion of its Project for **Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook and South Hampton** in accordance with the terms and conditions of a contract which incorporates, at a minimum, all of the provisions set forth in Section 3 below between the Grantee and its contracted permitted hazardous waste transporter (the contractor). For purposes of this agreement, the contractor shall mean the primary contractor and the Subcontractor means all additional contractors that the contractor hires for participating in the Project.
2. The Grantee shall spend its grant monies solely for the purpose of paying the Project's contractor and/or for paying the expenses associated with conducting the Project's educational component, as required under the NH Hazardous Waste Rules Env-Hw 1003.07.
3. The Grantee shall enter into a contract with a contractor to perform the household hazardous waste collection project that includes, as a minimum, the following provisions:
  - a. That the contractor shall handle all household hazardous wastes collected at the project site as hazardous wastes, and shall comply with all state and federal laws and regulations governing hazardous waste, including but not limited to, the provisions of RSA 147-A and Chapter Env-Hw100 through Chapter Env-Hw 1300 involving hazardous waste safety standards, transportation requirements, and requirements for proper generation, treatment, storage, and disposal of hazardous wastes. Said requirements shall include RSA 147-A, Chapter Env-Hw 100 through Chapter Env-Hw 1300, and those of the state(s) through which and to which the waste has been sent;
  - b. That the contractor must act as the generator of the hazardous wastes that it collects at the project site and that the contractor must sign the Project's manifest forms as such generator;
  - c. That the contractor must have all necessary permits and licenses to handle and transport hazardous wastes in New Hampshire and other states associated with the conduct of the project;
  - d. That the contractor may not assign or subcontract any of the duties to be performed under the contract without prior written approval by the Grantee and by the Department. Further, that any additional Subcontractor must also have all necessary permits and licenses to carry out the functions that are the subject of the subcontract;
  - e. That the contractor shall, at its sole expense, obtain and maintain in force, and shall require all Subcontractors to obtain and maintain in force, comprehensive public liability insurance against all claims of bodily injuries, death, or property damage, in amounts and terms complying with, at a minimum, all applicable state requirements for hazardous waste transporters, including NH Code of Administrative Rules Env-Hw 603.12. Such policies shall cover the State and the Grantee as additional insured parties and shall comply, in form and substance, with all applicable provisions of the NH Liability Insurance Act, RSA Ch. 412, and the rules thereunder;
  - f. That the contractor shall transport all household hazardous wastes collected at the project site to an authorized treatment, storage, or disposal facility. Said facility shall be in compliance with appropriate state and federal requirements.

**EXHIBIT B continued**

- g. That the Grantee shall not pay the contractor until after (1) the Department has received copies of all Project manifest forms required under Part Env-Hw 510, including Copy #2 of all Project manifest forms signed by the operator of the permitted hazardous waste facility or facilities to which the Project's collected hazardous wastes were delivered, and (2) the Department has reviewed the Project's collection, handling, transportation, storage, treatment, recycling and disposal of hazardous waste for compliance with applicable state and federal requirements. The Department's payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim, or cause of action related to the performance of this agreement or the enforcement of any applicable State or federal law;
  - h. That the contractor shall adhere to a work plan and a site safety plan, such plans may be reviewed by the Department.
  - i. That the Department may exercise its authority to modify, suspend or terminate the Project if it decides that the Project poses a threat to human health or the environment; and
4. The Grantee shall conduct public education activities regarding household hazardous waste in accordance with the provisions of RSA 147-B:6, I-a and Section Env-Hw 1003.07. Said activities shall include those set forth in the Grantee's application for Grant Monies, as approved by the Department.
5. The Grantee shall keep a count of persons participating in the Project and to conduct a questionnaire of said persons incorporating, at a minimum, the questions set forth on the Participant Exit Survey.
6. The Grantee shall conduct the collection portion of its project on or before the completion date shown in Section 1.6 of the contract. Failure to do so may result in termination of this agreement.
7. The Grantee shall allow the Department to have access to and conduct any monitoring of the Project deemed necessary by the Department to ensure its compliance with the terms of the contract and with state and federal statutes and regulations.

**EXHIBIT C**  
**Price and Payments**

1. The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, (2) the Grantee's accounting records, submitted to the Department have been reviewed by the Department, (3) the contractor has fulfilled the terms and conditions of its contract with the Grantee, and (4) the State has received and reviewed all Project manifest forms required in accordance with this contract and all applicable state and federal requirements. No Grant Monies shall be paid to the Grantee until the Department has determined that all the Project's collected hazardous wastes have been delivered to a permitted hazardous waste facility and the Department has reviewed the handling, transportation, and storage, treatment, recycling and/or disposal of the Project's collected hazardous wastes for compliance with applicable state and federal requirements. Said requirements shall include RSA 147-A, Chapter Env-Wm 100 through Chapter Env-Wm 1000, and those of the state(s) through which and to which the waste has been sent. However, the payment of funds to the Grantee shall not be construed as a waiver by the Department of any past, present or future right, claim or cause of action related to the performance of this agreement or the enforcement of all applicable state or federal laws.
2. Upon fulfillment of the terms and conditions of this contract, including all of the conditions of a successful completion of the Project, the Department shall pay to the Grantee Grant Monies in the amount not to exceed **\$8,132**. This amount is based on a rate of **\$0.17944 cents per capita** and on a population base of **45,324**. However, in no case shall the Department pay more than fifty percent (50%) of the total costs of the Project. All invoices must be submitted no more than 45 days past the completion date of the contract. Invoices greater than 180 days past the completion date will not be accepted or paid. Payment shall be made to the Grantee within 30 days of either the Department's receipt of the Grantee's invoice or the Department's determination that the Project has been successfully completed in accordance with this contract, whichever is later.
3. Grantee expenses not directly associated with the Project shall not be reimbursable by the Department. Only costs that otherwise would not have been spent by the Grantee were it not for the Project, and the Grantee's coordination thereof, shall be reimbursed by the Department. Nonreimbursable items shall include, but not be limited to, the following: employee benefits, payroll taxes, insurance, rent, utilities, dues, and depreciation.
4. The Grantee agrees to expend monies on the Project in an amount not less than the Project's Grant Monies, in fulfillment of the matching requirement set forth in RSA 147-B:6, I-a and in Part Env-Hw 1003.
5. The Grantee agrees to pay for all Project costs beyond the amount of Grant Monies.
6. Prior to the Department's awarding of the Grant Monies specified in this agreement, the Grantee agrees to provide the Department with records showing an accounting for all monies spent and/or costs incurred from the Project, including the Project's Grant Monies. Further, the Grantee agrees that no Grant Monies shall be paid by the Department unless and until the Department has reviewed and determined that such costs or expenditures qualify for funding under the terms of this agreement, and all applicable state and federal requirements; provided that the Department's payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.
7. The Grantee agrees to submit an invoice to the State for the Grant Monies specified in this agreement. Said invoice shall be submitted to the NH Department of Environmental Services, 29 Hazen Drive, Concord, NH 03302-0095.



**Certificate of Authority by Vote**

I, Andrea Kohler *(Name)* hereby certify that I am duly elected Clerk/Secretary of  
Town of Exeter *(Name of Municipality)*. I hereby certify the following is a true copy of a vote taken at

a meeting of the Board of Directors, duly called and held on 31 March, 2025 at which a quorum of the Directors were present and voting.

**Voted:** That Russell Dean, Town Manager *(Name and Title)* (may list more than one person) is

duly authorized to enter into contracts or agreements on behalf of  
Town of Exeter *(Name of Municipality)* with the State of New Hampshire and any of its

agencies or departments and further is authorized to execute any documents which may in his/her judgement be desirable or necessary to affect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

**Dated:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
*(Name and Title)*

## **Town Manager Report**

## **Select Board Committee Reports**



## **Correspondence**

**NEWS RELEASE  
FROM  
EXETER DEPARTMENT OF PUBLIC WORKS  
REGARDING  
FLUSHING OF WATER MAINS**

The Exeter Water Department will flush water mains during the weeks of April 6<sup>th</sup> to May 2<sup>nd</sup>, 2025. Flushing will be performed at night during the first week, and during the day for 2-4 weeks. We will flush from 9 pm to 7 am during the night, and 7:30 am to 2:30 pm during the day.

Commencing the week of April 6<sup>th</sup>, 2025, we will flush during the night for one week in the following areas: Epping Road, Main Street, Water Street, Columbus Avenue, Front Street, Jady Hill Avenue area with adjoining Streets, Portsmouth Avenue, and the adjoining neighborhoods north of the Water Treatment Plant to clean the larger water mains that supply water to the new Epping Road Tower. Commencing the week of April 14<sup>th</sup>, 2025, we will flush during the day for 2-4 weeks to flush the entire distribution system. Flushing will continue with all roads west of the Squamscott/Exeter River, including Front St., Court St., Water St., Main St., Epping Rd., and adjoining neighborhoods, then to all roads east of the Squamscott/Exeter River, including High St, Hampton Rd, Hampton Falls, Portsmouth Ave, and adjoining neighborhoods. While flushing, the whole distribution system may be disturbed.

Flushing is required as a form of routine maintenance of the water distribution system in order to flush out sediment within the water mains and their valves. Flushing also removes biofilms, which occur naturally in water mains. Flushing will help to reduce Total Tri-Halomethanes in the distribution system and help to maintain water quality. The current disinfectant, chloramine, is used to protect the water in the distribution system, and becomes less effective as water collects and becomes older. A flushing program has been designed to achieve proper internal "pipe scouring" velocities for better water main cleaning. Discoloration of the water can and may occur. Laundry should not be done during times of discoloration, as clothes may become stained. Residents may also experience low water pressure or no pressure for short periods of time. It is recommended not to use hot water if you are experiencing low water pressure or have discolored water. This will allow you to avoid burning out heating elements or filling a hot water heater with rusty water.

The Exeter Water Department regrets any inconvenience this may cause and appreciates your cooperation and understanding. If you have any questions, you may call the Water Treatment Plant at (603) 773-6169 or the Water and Sewer Superintendent at (603) 773-6157.

## **NOTICE OF WATER DISTRIBUTION SYSTEM FLUSHING**

DATE: Weeks of April 6<sup>th</sup> to May 2<sup>nd</sup>, 2025

FROM: 9 pm to 7 am for 1 week; 7:30 am to 2:30 pm for 2-4 weeks

LOCATION: **Week 1:** Large water mains connecting from Epping Road Tower to Water Treatment Plant, & adjoining neighborhoods north of WTP  
**Week 2-4:** West side of Town (west Squamscott R.) followed by the East Side of Town (east of Squamscott R.) during the day

REASON: Water Main Maintenance (waterline cleaning)

TELEPHONE: Water Treatment Plant— (603) 773-6169; W/S Superintendent (603) 773-6157

Our efforts to maintain the community drinking water, sometimes causes a discoloration of the drinking water. We will do our best to keep the flushed water, noise, and discoloration time to a minimum, but please plan accordingly. This is a five-week project that may cause future water discoloration. We understand this may be an inconvenience and we greatly appreciate your patience and understanding as we complete the necessary maintenance to your water system.

**Thank you for your cooperation!**

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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

William Cass, P.E., Commissioner, NHDOT
7 Hazen Drive, PO Box 483
Concord, New Hampshire 03302-0483

March 18, 2025

Your approval is requested to close the following State-Owned Bridge:
Exeter 088/076 - Park Street over CSX Railroad

Description of Location: Park Street Road over CSX Railroad, 0.25 miles east of junction with NH 27 (Main Street).

Action Requested: Change posting from 'Weight Limit 10 Tons' to 'Bridge Closed'.

Reason: The Nonredundant Steel Tension Member and NBI/Element inspection conducted on the bridge, completed on February 21, 2025, has found three critical findings to include cracked tension members at three locations, holed gusset plate at one location and timber deck plank members failed due to failed supporting steel support angles attached to the truss floorbeams.

Description of alternate route: This is a state-owned bridge on a municipal roadway (Tier 4). Two alternative at-grade CSX railroad crossings, up and down track from the bridge allow crossings of the track. Alternative 1 - From points east of the bridge on Park Street: Right turn on Summer Street heading north for 450 feet, then left turn on Salem Street heading west for 600 feet, then left turn on Oak Street heading south for 575 feet, then right turn on Park Street. Alternative 2 - From points east of the bridge on Park Street: Left turn on Cass Street heading south for 800 feet, then right turn on NH 27 (Main Street) heading west for 2000 feet to the terminal end of Park Street. From points west of the bridge, the alternative routes are opposite of those described above.

Requested by: William P. Sullivan
Chief, Existing Bridge Section

Date: 3/18/2025

Approved by: David K. Scott
Administrator, Bureau of Bridge Design

Date: 3/18/2025

Approved by: Susan M. Klasen, PE
Director of Operations

Date:

In compliance with the above request and in accordance with the provisions of RSA 266:18, the bridge posting change as herein described is hereby approved.

William Cass
Commissioner

Date: 3/20/2025

In accordance with the provisions of RSA 266:18, I have caused to be filed a copy thereof in the records of the New Hampshire Department of Transportation and with the Clerk of the Town of Exeter, New Hampshire.

William P. Sullivan

Date: 3/20/2025

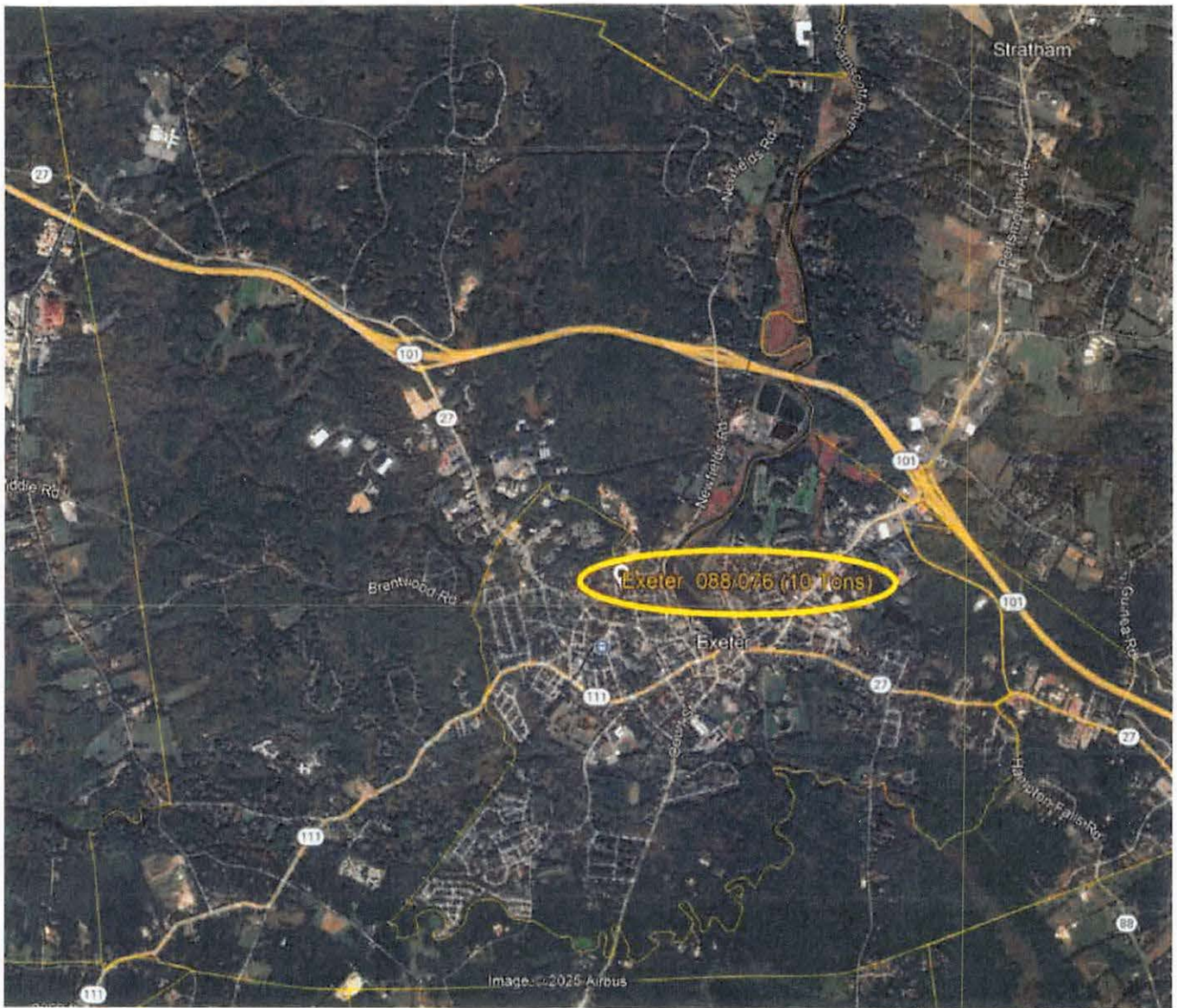


Authorized Agent of the Commissioner

**Distribution:**

**Original - Bureau of Bridge Design**

**Copies - Town Clerk, Bureau of Traffic, Permit Section, District Engineer, Director of Project Development**









Receive a free line-item forecast of the payments to Exeter  
under the State's Group Net Metering Program.



March 18, 2025

Niko Papakonstantis, Board of Selectmen Chair  
Town of Exeter  
10 Front Street  
Exeter, NH 03833

Dear Mr. Papakonstantis,

Exeter can receive payments under the State's Group Net Metering (GNM) Program with no upfront costs, no investment of capital, no use of your land, no change to your electric supply or service, and no downside risk. The more electricity the Town uses, the greater the payments: thousands of dollars per year. An illustration is on the back of this page.

Kearsarge has 29 solar facilities under development in the GNM program. Program rules require that the production from these facilities benefit certain NH entities, such as Exeter. As examples, the solar facility on Old Turnpike Rd in Concord has 2.7 million kWh of uncommitted production and the solar facility in Conway has 3.2 million kWh of uncommitted production. The production from these and other Kearsarge facilities must benefit certain NH entities in the form of payments, just like the facility described in the enclosed Union Leader article benefits City of Manchester.

Serving New England since 2009, Kearsarge has a unique business model focused on long-term municipal and public partnerships. Kearsarge does not sell its projects to national financial organizations the way others do. Rather, we are a consistent reliable partner for the entire life of a solar facility. As one of the largest owners and operators of solar and energy storage facilities in New England, Kearsarge has developed over 80 such facilities representing more than 300 MW. We offer excellent references.

I am responsible for Kearsarge's GNM partnerships. I will try to reach you to offer further information and a free forecast of GNM payments. If Kearsarge can be of service at any time, I welcome your contact at [mbliss@kearsargeenergy.com](mailto:mbliss@kearsargeenergy.com) or 617-821-0422.

Sincerely,

A handwritten signature in black ink that reads "Malcolm D. Bliss".

Malcolm D. Bliss  
Senior Director of Power Markets



### Sample Forecast of GNM Payments

Kearsarge's solar facilities will produce more than 200 million money-saving credits annually. Kearsarge will review electricity bills for a recent month and provide Exeter a forecast of GNM payments including the information illustrated below.

Example

Year	Credit Deliveries (kWh)	Value of Credit this Year (\$/kWh)	Credit Produced On Participant's Account (\$)	Payment to Participant (\$)	Accumulated Payments (\$)
1	900,000	0.1070	96,300	9,600	9,600
2	895,500	0.1096	98,200	9,800	19,400
3	891,000	0.1124	100,100	10,000	29,500
4	886,600	0.1152	102,100	10,200	39,700
5	882,100	0.1181	104,200	10,400	50,100
6	877,700	0.1210	106,200	10,600	60,700
7	873,300	0.1241	108,300	10,800	71,500
8	869,000	0.1272	110,500	11,000	82,600
9	864,600	0.1303	112,700	11,300	93,900
10	860,300	0.1336	114,900	11,500	105,400
11	856,000	0.1369	117,200	11,700	117,100
12	851,700	0.1404	119,500	12,000	129,000
13	847,500	0.1439	121,900	12,200	141,200
14	843,200	0.1475	124,300	12,400	153,700
15	839,000	0.1511	126,800	12,700	166,300
16	834,800	0.1549	129,300	12,900	179,300
17	830,600	0.1588	131,900	13,200	192,500
18	826,500	0.1628	134,500	13,500	205,900
19	822,400	0.1668	137,200	13,700	219,600
20	818,200	0.1710	139,900	14,000	233,600

Assumes annual usage of 1 million kWh.



**Receive payments from an off-site solar installation similar to this one which serves City of Manchester.  
No upfront cost, no investment of capital, no use of your land, and no modifications to your facilities.**

## Shining Bright: A New Solar Array in Manchester

Published in Union Leader, Feb 21, 2022



This aerial view shows the large solar array built on Manchester's capped landfill, turning seemingly unusable land into a benefit. Photo Provided by Kearsarge Energy

Turning a capped landfill into a financial and environmental asset.

The Manchester Landfill located at 500 Dunbarton Road had been capped in 1999 and lay dormant for major development for more than 20 years. While the solid waste drop-off facility has continued to operate as normal, the capped landfill, across I-93 from Manchester Community Town, was a resource that had been evaluated for years without ever being fully utilized for further development.

Given the nature of the soils, a solar array that could help provide additional energy for the local grid, seemed like a viable option, but local legislation only allowed projects to produce up

to a one-megawatt (MW) of power. However, the project team of the City of Manchester, [Kearsarge Energy](#), and Fuss & O'Neill moved ahead with a maximized design of 3.3 MW, even as the net metering program did not yet allow for projects over 1 MW early in the project's development.

Fuss & O'Neill provided site and civil design, as well as survey and permitting. The permitting through New Hampshire Department of Environmental Services (NHDES) involved multiple bureaus and permits; the Bureau of Land Resources Management for an Alteration of Terrain Permit and the Waste Management Bureau for a Type 1B Post Closure Use Permit Modification.

The solar array allows the city to take advantage of the landfill as an asset, generating significant financial and environmental benefits. It can generate up to 3.3 MW of power, making it the largest array in New Hampshire. With more than 8,000 panels, it will supply 3.8 million kilowatt hours of clean energy to the power grid on an annual basis. With non-productive land, options for redevelopment were limited and could incur high expenses for construction and upkeep. A solar array supports the state's environmental initiatives. U.S. Secretary of Energy Jennifer M. Granholm backed this redevelopment decision after a visit to the Dunbarton site in September 2021.

The completion of this project, and working towards goals for more renewable energy sources, was realized in large part to the innovative partnership formed between the project team, as they worked with various entities, both public and private to achieve a successful project. From direct sunlight exposure, the solar array can power approximately 350 average homes annually.

Manchester has recently progressed with more clean energy investments, including the incorporation of energy-efficient buses to the Manchester Transit Authority fleet and the conversion of city lights to more efficient LED lights. Adding solar power to the energy mix was something that the city had been after for years and now has come to fruition. The city continues to make strategic investments in clean energy, benefiting the environment and moving the community forward.

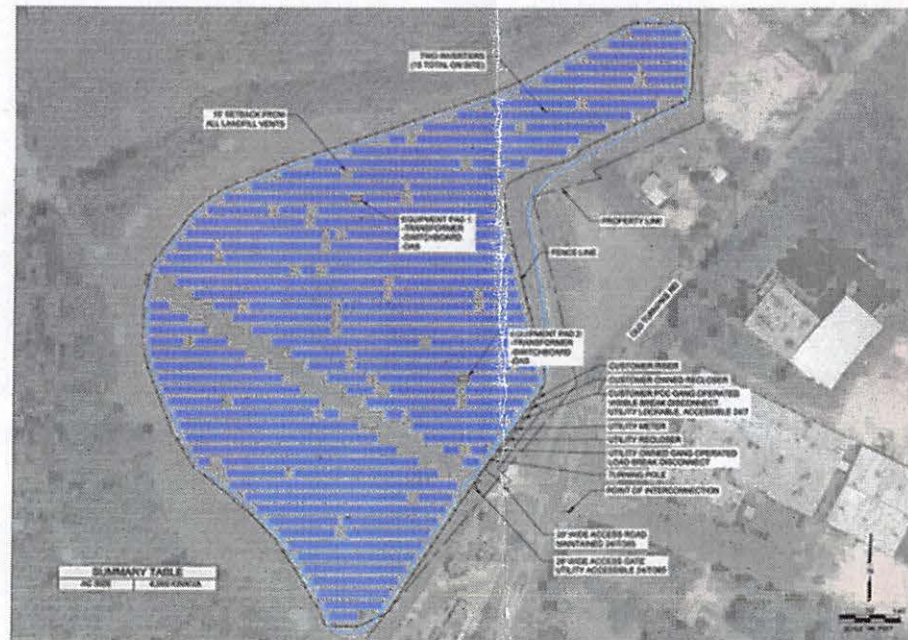
Deputy Public Works Director Tim Clougherty notes, "When coupled with energy efficiency initiatives, Energy Star compliance, and participating in the EPA Better Buildings Challenge, this project represents the latest example of the city's forward-thinking regarding conservation."

Through energy cost savings and personal property taxes, Manchester is estimated to earn more than \$500,000 over 20 years. Additionally, the array will offset more than 2,700 metric tons of CO2 per year. This innovative project holds the future value of being used as a blueprint for other potential landfill redevelopment projects.



## Kearsarge Project Spotlight: Solar Facility on City of Concord's Capped Landfill Can Benefit Towns

- The City, Wastewater Treatment Plant, and Schools of Concord have committed to use ~6.3 million kWh GNM production
- The solar facility will generate more than the City and WWTP need -- an excess of ~2.7 million kWh
- State rules require the value of the excess generation to be shared with certain entities, such as municipalities
- Kearsarge invites municipalities to join groups under the State program



Engineering diagram of the facility being developed by Kearsarge on the capped landfill at 77 Old Turnpike Rd in Concord



RECEIVED

MAR 27 2025

Town Manager's Office

## THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936  
111 Portsmouth Avenue  
Exeter, New Hampshire 03833  
(603) 772-7468  
www.exetersportsmansclub.com

March 21, 2025

Exeter Select Board  
C/O Town Manager Russ Dean  
10 Front Street  
Exeter NH 03833

Subject: **Annual Report to Exeter Select Board for 2024-2025**

Dear Honorable Select Board:

In accordance with the requirements presented in Paragraph 13 of the Lease Agreement between the Town of Exeter and the Exeter Sportsman's Club, Inc. (ESC), please find below our Annual Report for our fiscal year April 01, 2024 thru March 31, 2025

### Town of Exeter Residency

- General Membership: 28.1% of our members are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 20% of members be residents of Exeter.
- Board of Directors: Of our 15 Board of Directors, 4 are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 2 members of our Board of Directors be residents of Exeter.

### Activities of Civic Benefit

This past years Fishing Derby was a big success for youth and elderly grandparents in May of 2024. We pre-registered 172 children for this event and 142 participate of which represented 37% of Exeter children. We always accommodate walk-ins. We pay all costs associated with this event and never charge registrants.

On May 15, 2024 we had the entire Kensington 5<sup>th</sup> grade class come to our club for a trout release. The kids hatch trout in their classroom, then come to our club to release the fish into the pond. There are several activities connected with this including, lunch by the pond, instruction





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on fly fishing, macroinvertebrates instruction, how to tie fly's, and of course fishing along the bank. Several fish were caught and then released back into the pond.

ESC continued to provide free membership to members of the armed forces who are on active duty. Some members of the United State Coast Guard (USCG) continue to use the range to hone their shooting skills.

ESC continues to provide complimentary shooting rights at any time during range operating hours, to all members of the Exeter and Stratham Police Departments so they can sharpen their shooting skills and qualify, whenever they feel it is necessary. This is in addition to the time required under the provisions of the current lease agreement for the Exeter Police Department. The Exeter Police Department regularly utilizes our range for qualifications of their members. The Exeter Police Department and Stratham Police Departments enjoy the use of our facility and the fact that there aren't many ranges left to utilize and hone their skills in the region.

### Safety & Firearms Training

Four Hunter Education classes were conducted in 2024, graduating 70 students who qualified for different disciplines in both archery and firearms licenses under new NHFG guidelines. 4 offerings (all one-day Field Classes for on-line Hunter Ed program) were also conducted. According to the New Hampshire Fish and Game (NHFG) reports, a steep decline in firearm accidents as a result of the emphasis on firearm safety in the Hunter Education Program. Hunting has become one of the safest activities in America.

- ESC provided NRA certified training in Basic Pistol, Basic Rifle, Personal Protection in the Home (PPIH) and Personal Protection Outside the Home (PPOH) to a total 4 students. All of these programs place heavy emphasize on firearm safety including and not limited to our new member orientation.
- ESC continues to provide NRA certified training officers and/or NRA certified range safety officers to youth groups (CAP, BSA, 4H, etc.) seeking firearms qualifications.
- ESC reconfigured archery range in 2021 to reflect official archery guidelines.
- Held first archery course, introduction to archery, in response from membership and others. The archery program was expanded in 2022 noting the demand for the program. We had five (2) classes and 10 students in 2024 for this program.
- Installed improved camera system on all ranges and common areas for safety and security monitoring





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- Surveyed existing perimeter safety fence (property lines) and repaired damaged sections and signage.
- Rebuilt a small portion of the main backstop that had been damaged (wear and tear with weather) to maintain safety standards.

### Youth Programs

- The ESC continue to have a vibrant Civil Air Patrol (CAP) youth program. Unfortunately this program was suspended in 2020, 2021, 2022, 2023, due to Covid-19. We await what 2025 will bring us.

We usually assist several Boy Scouts in completing their Rifle merit badge requirements. As NRA certified instructors we are authorized by the Boy Scouts of America (BSA) to "sign off" on the requirements for that badge. Unfortunately this program was suspended due to Covid-19.

ESC has expanded our new member orientation to two full hours with special emphasis on new members being "range safe". All new members are interviewed to determine their shooting experience and those judged to be lacking are assigned a mentor to improve their safety skills.

All new members are required to have a background check by the New Hampshire State Police or be a holder of a valid NH concealed carry permit which results in the same background check being performed when the permit was issued. This procedure insures that our members are properly vetted, and entitled to use the range exercising their 2<sup>nd</sup> amendment rights.

We are up to date on our environmental plan including policy review and actions. Soil pH readings were taken at designated locations in accordance with our plan (annually) and we apply Ag Lime to correct pH levels in needed areas when necessary to bring them back to neutral.

Collectively, all of the ESC programs (NRA Certified Programs, Hunter Education, Youth, New Member Orientations, etc.) trained in excess of 84 individuals in the safe handling and storage of firearms and archery equipment last year.

The ESC strives to exceed in safety/education requirements in order to prevent injuries to our members and guests while participating in this great sport which is enjoyed by many Exeter residents whom are members and their guests.



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We hope that this year will bring back some normalcy to our lives from Covid-19.

If you have any questions regarding this report please feel free to contact me directly.

Timothy D. Copeland  
President Exeter Sportsman's Club  
603-580-1998 home





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## Bulletin #11: Bad News Edition

1 message

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NHMA Government Affairs <governmentaffairs@nhmunicipal.org>

Fri, Mar 21, 2025 at 12:23 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

### New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

# LEGISLATIVE BULLETIN

Legislative Bulletin 11

2025 Session

March 21, 2025



[Live Bill Tracker](#)  
[Bill Hearings Schedule](#)

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## Taking Away Your Rights of Speech, Free Association

**HB 456**, as amended, poses a grave threat to free speech and the ability of municipalities to effectively organize and advocate for their interests. While ostensibly targeting the New Hampshire Municipal Association (NHMA), this bill is about far more than one organization—it challenges the fundamental democratic rights of local officials, communities, and the statewide associations that represent them.

The bill is going to the House floor on **Wednesday, March 26**, or **Thursday, March 27**, with a 7-4 recommendation of ought-to-pass (OTP) from the [House Legislative Administration Committee](#). **We are urging everyone to contact their representatives in the House now and tell them to reject HB 456.**

The bill introduces sweeping restrictions on lobbying by any associations that receive public funds, **effectively creating an all-out ban on their participation in the legislative process. These measures curtail the free speech of these organizations and diminish the input of local government in shaping policy.** The bill also creates an artificial distinction between providing “information” and “lobbying,” yet offers no clear definition of what each entail. This confusion will chill free speech by leaving organizations unsure of what they can and cannot say.



It's important to remember that the dues paid to organizations like NHMA are already subject to approval by local legislative bodies, such as town meetings or city councils. NHMA members vote on legislative priorities during a policy conference, ensuring a supermajority consensus before positions are taken. This democratic process respects the will of its members while balancing the diverse needs of municipalities across the state. Membership is entirely voluntary, and local officials can disagree with the association's collective stance and testify in their own interests if necessary. At its core, **HB 456** is undemocratic because **democracy is predicated on majority rule**. Like other similar organizations, NHMA's advocacy is based on policies adopted by the members through a town-meeting style process. This bill rejects the will of the majority and takes steps toward dismantling local governments' right to organize and speak collectively. (It's also worth noting that private corporations receiving public funds are unaffected by this bill, which only targets certain groups' speech. No other law targets the speech of certain groups as this bill would.)

**HB 456** disregards the efficiency and fiscal prudence of having organizations like NHMA represent local officials in the legislative process. Without these associations, municipalities would face two undesirable outcomes: less input at the legislature or local officials being forced to spend more time lobbying, diverting them from their core duties to their communities. There is no shortage of dismissive arguments floated to try to downplay the real consequences of this bill; as one member of the **House Legislative Affairs Committee** stated, local officials can make time to go to Concord because legislators do!

The unintended (or perhaps intended) consequence of **HB 456** is a significant weakening of local government's voice in state policymaking. Municipalities rely on organizations like NHMA to track legislation, analyze its impacts, and represent their interests collectively. This not only saves money but ensures that lawmakers hear perspectives informed by on-the-ground expertise.

NHMA is far from the only organization that would be threatened by this sort of law. Many officials and employees in your town and others are members of professional organizations that provide advocacy services, including but not limited to building officials, assessing officials, town and city clerks, planners, police officers, firefighters, public works employees, human resources, and school district officials.

Anyone who cares about free speech and the voice of municipal government needs to **contact their representatives in the House RIGHT NOW and tell them to reject this shameless attempt to silence your voice.**

(And tell your friends to do the same!)

## **Senate Passes Multiple Zoning Mandates**

The Senate on Thursday passed eight zoning mandates that collectively strip municipalities of their right to self-government on a host of zoning issues, which will dramatically alter the character of many cities and towns.

"New Hampshire is not a home rule state, you need permission. We gave these towns permission to set zoning," said one senator speaking in opposition to **SB 84**, which creates statewide lot-size requirements. "And now, **like Lucy with the football, we're trying to take it back.**"

These proposals, broadly framed as a response to the state's housing shortage, take away local control, increase administrative burdens and further strain infrastructure and parking. Because nearly all these bills carry no cost to the state, they enjoy bipartisan support and more often than not end up on the House or Senate consent calendars, meaning there is no actual debate on the merits or drawbacks of these bills beyond the initial committee public hearings.

**Despite the outcome this week, it remains essential for local officials and residents to continue to engage with legislators, share their concerns, and advocate for balanced, practical approaches to zoning and housing development. Legislators also need to**



**understand that the majority of these zoning mandates are rife with technical issues and sometimes conflict with existing laws, and it will be the taxpayer who bears the cost of trying to implement these new requirements if they become law. We do not believe that the majority of New Hampshire residents understand the extent to which their ability to shape their communities is being stripped away—often with zero debate.** For detailed instructions on ways to share your position on these and any other bills, see *“How to Make Your Voice Heard”* below.

Here are the bills that passed the Senate on Thursday (with NHMA position):

- **SB 84** (oppose), mandates zoning ordinances to allow smaller lot sizes for single-family homes, overriding current zoning regulations in many municipalities. As amended, the bill sets minimum lot sizes as one-half acre for lots with access to public water and sewer, one acre with access to public water, and two acres for lots with no public water/sewer access. **SB 84** was one of the few zoning mandates that the full Senate had a [chance to debate](#) and we thank the 10 senators who voted against the bill for their thoughtful consideration.
- **SB 163** (oppose) prohibiting local moratoria and limitations on building permits.
- **SB 170** (oppose) limits various development and related requirements, significantly reducing municipal autonomy with regard to setbacks, road frontage requirements, and the ability to limit the number of lots on dead-end streets, as well as the ability to implement more stringent well and septic requirements than the statewide standards.
- **SB 174** (oppose) prohibits planning boards from considering the number of bedrooms a given unit or development has during the hearing and approval process.
- **SB 281** (oppose) prohibits municipalities from denying building or occupancy permits for property adjacent to class VI roads under certain circumstances.
- **SB 282** (oppose) reduces stairway requirements in certain residential buildings.
- **SB 283** (oppose) requires municipalities to exclude below-grade areas from floor-area-ratio (FAR) calculations and review and adjust height limitations as needed to maximize capacity and height potential for new construction.
- **SB 284** (oppose), prevents municipalities from setting the maximum residential parking spaces per unit to more than one parking space per residential unit, except that studio and one-bedroom units under 1,000 square feet that meet the requirements for workforce housing, and multi-family developments of 10 units or more may require up to 1.5 parking spaces per unit.

## **More Zoning Mandates (No, Really)**

On Thursday, the House passed **HB 631**, another zoning mandate opposed by NHMA which, as amended, permits residential building in commercial zones by right, expanding the potential for mixed-use developments. While promoting urban density, it will lead to conflicts over land use priorities and contradicts one of the key purposes of zoning in RSA 674:17: to “consider the character of the area involved and its peculiar suitability for particular uses.” We are grateful to the 134 House members who saw the issues with this bill and voted against passage.

On **Tuesday, March 25, at 10:45 a.m.** in **State House (SH) Room 100**, the **Senate Commerce Committee** will hold a public hearing on **HB 577**, which NHMA opposes. The bill allows either one detached or attached accessory dwelling unit (ADU) by right on single-family lots. The bill also removes several key planning tools that promote reasonable and responsible development as it pertains to ADUs in municipalities and treats attached and detached ADUs the same, which ignores some nuanced differences between the two. In a nutshell, **HB 577** would turn single-family residential zones into two-family residential zones.



Please attend this hearing and testify to share your concerns or [sign in remotely](#) to oppose **HB 577**.

## Meals and Rooms Tax Distribution Discussed

Last week, a proposal was floated in the [House Finance Committee Division I](#) to **reduce the municipal share of the meals and rooms tax distribution** from 30% to 25%, alongside a significant change to the apportionment formula. **Alarminglly, it was suggested that under this new formula, some municipalities could receive no distribution at all!**

No votes have been taken on this proposal as of this morning, but the [House Finance Committee](#) is looking to cut approximately \$200 million from the budget it began with. As one member noted, **“We’re going to have to grab all the money we can from somewhere for the general fund.”**

**NHMA needs you to [contact members of Division I](#) and the entire [Finance Committee](#) to nip this misguided proposal in the bud.**

As you know, municipalities have faced a long history of receiving less than the statutory 40% share of the meals and rooms tax. It was only in 2021 that local governments began receiving 30%, following more than a decade of reduced funding. This state aid is a crucial resource for all of our 234 members, supporting essential services and infrastructure. A rollback to 25%—and a formula that could potentially eliminate distributions for some towns—would undermine this vital support system.

Remind them of the importance of maintaining a fair and equitable share for all municipalities and the positive impacts the 30% distribution has had on local governments since its implementation and also point out that many towns just approved their operating budgets this month and changes to state aid at this point would only result in property tax increases and/or reduced services **for their constituents.**

## Ambulance Billing Destined for House-Senate Showdown

Last week, the Senate passed **SB 245**, which NHMA supports, eliminating balance billing—*i.e.* billing a patient for the difference between the full cost of the service and the amount their insurance plan pays—for ground ambulance service with the reimbursement rate for insured patients set at 325% of the current urban, rural, or super-rural Medicare rates, depending on the geographic area where the ambulance service originated.

This week, the [House Commerce and Consumer Affairs Committee](#) voted to recommend passing **HB 316**, which also eliminates balance-billing but sets the reimbursement rate for non-Medicare/Medicaid health insurance carriers at approximately 200%. NHMA opposes this rate because in many cases this reimbursement is much lower than the actual cost. The committee also recommended retaining **HB 725**, which set the reimbursement at 325%.

Supporters of the 325% reimbursement have created a website where individuals can add their names to a letter of opposition to **HB 316**. See: <https://supportnewhampshireems.com/forms/hb316>

If the House and Senate can’t reconcile their positions on reimbursement rates this year, the Senate also passed **SB 130**, which as amended, establishes a commission to study the issue.

## Update on Retirement System Bills

A pair of bills proposing cost-of-living adjustments (COLAs) for NH Retirement System (NHRS) annuitants were acted in recent weeks, although the likelihood of either becoming law is slim.

On March 6, the Senate passed and then tabled **SB 242**, which provides COLAs only to Group II first responders. The projected cost of this bill is \$98.4 million, which would be funded entirely by the state through the General Fund. The Senate Finance Committee typically tables high-cost items not included in the operating budget for future consideration.



Last week the House tabled [HB 536](#), which provides a COLA to anyone who retired on or before July 1, 2020. The fiscal note states the bill would add more than \$100 million to the system's unfunded liability, paid off through increased employer contributions over a 20-year period beginning in fiscal year 2028 – an additional \$3.34 million cost to municipalities. NHMA opposes this bill due to the cost.?

In the current fiscal climate, these bills are all but certain to die on the table.

Earlier this session, two bills dealing with the hours an NHRS retiree may work for participating employers, [HB 622](#) and [HB 702](#), were killed by the House, along with [HB 534](#), which dealt with pay types included in the pension calculation. Another bill, [HB 637](#), dealing with benefit formulas for a limited number of employee and teacher retirees, was tabled.

Last week, the House also tabled [HB 581](#), establishing a defined contribution retirement plan for new state employees only. However, **House Finance Division I** voted this week to recommend adding the plan into [HB 2](#).

Of course, these developments do not mean significant retirement system changes are off the table this session. **HB 2** includes language that would roll back various retirement reforms instituted by the legislature in 2011 that impact police and fire (Group II) members of the NHRS who were hired prior to July 1, 2011—a top priority for the governor. Unlike similar legislation in prior years, **HB 2** does propose funding the full, \$100-million-plus cost of these changes by appropriating \$27.5 million in each fiscal year of the upcoming budget. **HB 2** also calls for that amount to be funded annually through FY 2034; however, we are concerned that commitment could be changed by a future legislature.

NHMA supports the continuing existence of a retirement system for state, municipal, school, and county government employees that is secure, solvent, fiscally healthy, and financially sustainable, and that both employees and employers can rely on to provide retirement benefits for the foreseeable future. However, we oppose legislation expanding benefits that increase current or future employer contribution costs.

## In Case You Missed It

Here are recent updates on some bills we've written about in previous editions of the Bulletin:

The [House Ways and Means Committee](#) waived [HB 123](#), an NHMA-supported bill passed by the House last week that modifies the existing yield tax on cut timber in RSA 79, often called the “timber tax,” to include taxing the yield of the metric tonnage of carbon sequestered from standing timber, meaning the bill will head off the Senate.

[SB 297](#), which relates to the operations and oversight of risk management pools, passed the Senate on Thursday and was referred to the House. NHMA is opposed to [SB 297](#) because it contains provisions that will affect city and town expenses and change the terms of membership with risk pools.

On Wednesday, the [House Commerce and Consumer Affairs Committee](#) recommended ought-to-pass on [HB 467](#), which allows municipalities to establish designated social districts where people could carry alcoholic beverages in open spaces or between establishments that serve food and alcohol. Importantly, the bill, which NHMA supports, includes safeguards to prevent misuse and ensures that the governing bodies have the authority to decide whether a social district can exist and determine its specific location. **HB 467** will be voted on by the House on **Wednesday or Thursday, March 26-27**.

The House last week killed [HB 544](#), allowing municipalities to adopt a local option fee on no more than \$2 per day to be assessed on hotel occupancies for municipal public safety services, helping offset the cost burden of services associated with increased tourism and transient traffic. NHMA has a long-standing policy supporting this local option. With high property taxes being a flashpoint at the legislature, it is unfortunate that modest new streams of local revenue are continuously defeated.

**Follow Bills That Matter to You Online**



In addition to our weekly *Legislative Bulletin*, NHMA provides members access to FastDemocracy, an online bill tracking platform, for efficient, real-time updates to legislative activity of interest to members. This tool can help ensure that you know when the bills that you care about most are scheduled for public hearing or votes.

Visit our online [Bill Tracker](#) page to learn more and feel free to subscribe to weekly or daily updates on subjects and bills of interest.

## How to Make your Voice Heard

The adage goes that “life is all about showing up.” The same can be said for legislative advocacy. If a bill is of importance to your municipality, it’s always best to make your case – for or against – in person. Every Friday, NHMA posts a [Bill Hearings Schedule](#) for the upcoming week. However, if you can’t make it to Concord, you can use the Legislature’s online portal to put your position on the hearing record.

The House has an [online testimony submission system](#) that allows you to indicate your position on the bill with an option to attach testimony. If you want to email all the members of a House committee, you will have to copy their email addresses individually from the [committee page](#).

The Senate has a [remote sign-in sheet](#) where you can indicate whether you are supportive of a bill, opposed, or neutral. Written testimony can be submitted via the “Email Entire Committee” link found on the [Senate committee page](#).

If you have time to follow along, livestreams of [House](#) and [Senate](#) sessions and committee meetings are available on YouTube. Prior sessions and committee meetings are also archived.

Finally, if you just want to contact your legislators, there are [Contact a Senator](#) and [Contact a Representative](#) links on the [General Court](#) website.

Note: For anyone who prints these emails out, all of the above links are available on the General Court website at: <https://gc.nh.gov/>

Because the House and Senate have moved to digital calendars, committees can now reschedule when there is bad weather, absences, or when issues with bills haven’t been worked out. If you are planning to attend a hearing or work session in person, we strongly recommend checking the [House Digital Calendar](#) and [Senate Digital Calendar](#) before heading to the State House. For those of you with an interest in a particular bill or set of bills, please use the ‘subscribe’ feature on [FastDemocracy](#) to get email updates when those bills are scheduled or rescheduled.

## Reminder: Sharing is Caring ... About Good Public Policy!

If you know of anyone who may benefit from the NHMA Legislative Bulletin feel free to pass this email along and encourage them to sign up!

Members can subscribe to the Bulletin through our member portal at: <https://nhmunicipal.weblinkconnect.com/portal>

Once you are logged in, click “edit this profile” and “newsletter management.” You can sign up for the *Legislative Bulletin*, *Newslink*, and *Town & City* magazine in one place! (If you are having trouble logging into your account, [follow these steps](#).)

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**Bulletin #12: Cuts and Concerns as House Works on Budget**

1 message

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**NHMA Government Affairs** <governmentaffairs@nhmunicipal.org>  
To: Pam McElroy <pmcelroy@exeternh.gov>

Fri, Mar 28, 2025 at 1:34 PM

**New Hampshire Municipal Association**

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

**LEGISLATIVE  
BULLETIN****Legislative Bulletin 12****2025 Session****March 28, 2025**[Live Bill Tracker](#)  
[Bill Hearings Schedule](#)

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**Cuts and Concerns as House Works on Budget**

House budget writers are finalizing their work on **HB 1** and **HB 2** and have already made several changes impacting municipalities. The full **House Finance Committee** will meet in executive session on **Monday, March 31**, at **10:00 a.m.** in **Legislative Office Building (LOB) Room 210-211** to begin poring through and voting on dozens of amendments recommended by the three Divisions of the committee. The executive session will continue **Thursday, April 3**, at **1:00 p.m.** in the same location.

The full House will meet on **Thursday, April 10**, to vote on the two-year state budget for FY 26-27 and any remaining House bills that haven't been acted on.

The House has been in cutting mode since day one of the process this year, primarily because its revenue estimates were more than \$500 million less than what the governor assumed in her proposal. Things didn't get any easier this week as the state was informed that the \$80 million in federal funds earmarked for the Department of Health and Human Services budget was being taken back.

This revenue squeeze is sure to have an impact on state aid to municipalities, as well as to state programs that municipalities rely upon. Here's a summary of some key changes being proposed in the House budget:



**Meals and Rooms Tax:** **Division I** of House Finance is recommending that the 30% municipal share of the meals and rooms tax be suspended in FYs 26-27 and replaced with a flat appropriation of \$137 million per year. In FY 2024, municipalities received approximately \$136 million from the meals and rooms tax, which was about \$15 million more than estimated in the previous budget.

While NHMA opposes setting the municipal share at \$137 million each year because of the potential revenue loss to municipalities compared to the 30% share, the small silver lining is that a much more draconian cut—with a convoluted change in the way to aid is allocated—did not advance out of Division I. We will advocate in the Senate to restore the 30% share.

**Program funding:** Although housing availability is the number one issue in the state, the House budget contains no new funding for the Housing Champions and InvestNH housing programs, as well as no new funding for the state share of wastewater projects under the State Aid Grant (SAG) program. Division I has proposed cutting all state funding for regional planning commissions.

**Retirement:** Lawmakers are moving forward with a plan to legalize video slot machines, and the governor has stated that part of the anticipated new revenue will be used to pay for costly changes to NH Retirement System (NHRS) benefits for about 1,500 “Group II” police and fire personnel hired before July 1, 2011. However, **Division II** of House Finance amended the slot machine language in HB 2 so almost all revenue received by the state will go into the education trust fund instead of being split between education funding and the general fund. While this doesn’t mean that the state won’t pay for the retirement changes—a recurring annual appropriation of \$27.5 million per year through 2034 is still in the budget as of this writing—it does beg the question: Where will the money come from? On a related note, the Senate shot down a floor amendment Thursday that would have added funding Group II retirement costs to the statement of purpose on a stand-alone bill legalizing slot machines. While we trust the legislature keeps the promise made by the governor to fund the full cost of these changes, municipalities deserve some assurances that these costs will not be passed onto property taxpayers.

Division I also proposes adding language from a tabled bill establishing a defined contribution retirement plan for new state employees only. NHMA is concerned that the amendment, as written, could increase employer contributions for municipal employers in the long-term by making them responsible for a portion of the state’s share of the unfunded actuarial accrued liability (UAAL) associated with NHRS employee members.

**Other:** Division I is proposing to eliminate the Housing Advisory Board (HAB) and the Board of Tax and Land Appeals (BTLA) and could move or defund the Right-to-Know Ombudsman.

Members concerned about any or all of the proposed cuts should contact the **House Finance Committee** before Monday morning.

## **Anti-Speech HB 456 Indefinitely Postponed**

The House voted Wednesday to indefinitely postpone **HB 456**, the latest in a too-long line of attempts to weaken or eliminate the voice of municipalities in the legislative process.

By indefinitely postponing the bill on a division vote of 187-163, the House effectively killed it, prohibiting the chamber from introducing “substantially similar” legislation next year.

**HB 456** would have created sweeping restrictions on lobbying by any associations that receive public funds, effectively creating an all-out ban on their participation in the legislative process and diminishing the input of local government in shaping policy.

Thank you to all the municipalities, individual officials, and other organizations who joined us in speaking out against this bill. And thank you to the 187 House members who saw **HB 456** for the blatant attempt to silence local government that it was and voted for indefinite postponement.

## **Eliminating Vehicle Inspections Will Cost Municipalities**



On **Tuesday, April 1**, at **9:30 a.m.** in **State House (SH) Room 100**, the **Senate Commerce Committee** will hold a public hearing on **HB 649**, which eliminates the requirement of a physical safety inspection and on-board diagnostics testing for all private passenger vehicles.

In addition to potential road safety concerns, this bill will cost cities and towns money because 12 percent of state motor vehicle fee revenue collected is distributed to municipalities. The Department of Transportation estimates this bill would decrease municipal revenue by \$173,250 in FY 2027 and \$346,500 in FY 2028 and each year thereafter.

NHMA opposes this bill because the state needs to stop cutting funding sources and limiting the aid it provides to municipalities for roads, bridges, and other vital infrastructure. Please testify or sign-in to oppose this legislation. For detailed instructions on ways to share your position on these and any other bills, see *“How to Make Your Voice Heard”* below.

## House Finance Committee to Vote on RTK Bill

On **Tuesday, April 1**, at **10:00 a.m.** in **LOB Room 210-211**, the **House Finance Committee** will hold executive sessions on several bills, including **HB 66**, which changes the definition of “citizen” to “person” in RSA 91-A, the Right-to-Know law. As amended, **HB 66** creates two tiers of requestors. Any person who is domiciled in the state, or owns property, pays taxes, maintains a place of business or is registered to do business in New Hampshire, or a member of the media, regardless of location, may make a request for records in person, by mail or electronically and the records must be sent electronically or by mail (the requestor’s choice) – rather than simply being made available for public inspection. Those who fall outside the above categories (i.e. people or non-media entities with no ties to New Hampshire), must physically pick up the records or review the records in person.

Even with the amendment, NHMA opposes this bill due to the administrative and cost issues associated with the mandates that records must be sent to anyone with NH ties electronically or by mail, with the requestor choosing the method of delivery. House Finance Division I has recommended that the bill advance, but we are asking municipal officials opposed to **HB 66** to **contact the House Finance Committee** before the executive session to share your concerns.

## House Actions on Zoning, Elections and More

The House met Wednesday and Thursday to wrap up nearly all remaining legislation not included in the state budget, including more than 50 bills NHMA was following. The bills passed this week will move on to the Senate. Below is a summary of House action by topic:

**Zoning mandates:** Three mandates opposed by NHMA were adopted without debate on the consent calendar and will move to the Senate. **HB 296**, relative to issuing building permits along private roads; **HB 410**, prohibiting municipalities from enforcing or adopting any “extraordinary restriction of residential property” unless the ordinance is directly necessary for the health or safety of the community, based on empirical evidence published by a non-partisan source; and **HB 457**, prohibiting the adoption and enforcement of zoning ordinances that limit the number of occupants in a dwelling unit to fewer than two occupants per bedroom and barring zoning ordinances that discriminate based on familial, non-familial, or marital status among the occupants, which includes provisions that could affect college students.

The House also passed, with amendment, a related bill opposed by NHMA: **HB 428**, prohibiting municipal amendments to the state building code.

**Municipal government:** With town meeting fresh in the rearview mirror for most municipalities, the House passed several proposals that could have an impact next year, along with other potential changes to municipal operations. NHMA’s position on these bills is in parentheses after the bill number.

**HB 138** (oppose), relative to tax impact notation on warrant articles with multi-year tax impacts.?



**HB 228** (oppose), relative to giving a “primary” spokesperson for a petitioned article at an annual or special town or school district meeting the same amount of time to introduce the petitioned article as was granted to the governing body or budget committee to introduce their warrant articles.

**HB 200** (oppose), requiring a three-fifths majority to override a local tax cap.?

**HB 284** (oppose), requiring tax impact statements on municipal warrant articles.?

**HB 475** (oppose), relative to the reductions from the default budget for official ballot town meetings.?

**HB 613** (oppose), relative to enabling local political subdivisions to vote and set a reduced default budget option.?

Other bills impacting municipal operations that were adopted include:

**HB 124** (support), enabling a city or town forest committee to offer surplus money to the town for deposit in the city or town general fund.?

**HB 168** (support), relative to including municipal public works facilities as eligible capital facilities for the assessment of impact fees.?

**HB 373** (oppose), relative to the management and regulation of town real property.??

**HB 495** (oppose), requiring cities and towns to provide a breakdown of tax changes and information on bills sent to residents.?

**Election law:** Four bills opposed by NHMA were passed by the House, including **HB 274**, which creates an annual requirement to verify voter rolls, replacing the current 10-year requirement.

The other bills passed were **HB 217**, modifying the absentee ballot voting process by requiring voters to provide documentation that proves their citizenship, age, domicile, and identity to qualify for voting; **HB 154**, allowing voters to request that their ballot be hand-counted by cities and towns, even if their polling place uses machine counting; and **HB 514**, allowing private persons to sue for violations of election laws, potentially exposing municipalities to frivolous lawsuits.

The House killed ten election-related bills opposed by NHMA, including **HB 600**, would have enabled cities to choose to hold elections using ranked-choice voting. Other bills that were killed are **HB 160**, **HB 308**, **HB 333**, **HB 395**, **HB 423**, **HB 472**, **HB 574**, **HB 618**, **HB 711**.

### **Other bills of interest passed by the House (with NHMA position):**

**HB 467** (support), allowing municipalities to create “social districts” where people could carry alcoholic beverages in open spaces or between establishments that serve food and alcohol.

**HB 316** (oppose), eliminating balance-billing and setting the reimbursement rate for non-Medicare/Medicaid health insurance carriers at approximately 200% of Medicare rates.

**HB 146** (oppose), adding requirement that if a person pleads not guilty to a violation-level offense following a motor vehicle stop, the agency must retain the relevant body-worn camera recordings until the case is resolved, including any appeals. Additionally, the agency is required to provide the defendant with the recording within five days of a request.

**HB 132** (oppose) changes the standard of responsibility of relatives to support poor persons and states town welfare cannot be withheld due to a legally liable relative’s failure to respond. The bill does allow municipalities to seek reimbursement from any legally liable relative with sufficient means.

**HB 584** (oppose) Creates a cause of action against counties, cities, towns, precincts, water districts, school districts, school administrative units, or quasi-public entities who create and enforce policies



based on the claims of the World Health Organization, the United Nations, and the World Economic Forum.

**Note:** The House also killed **HB 400**, a bill opposed by NHMA that would have made collective bargaining negotiations public meetings under the Right-to-Know Law.

## Senate Acts on Tax Exemptions

The Senate on Thursday passed **SB 291** as amended, which modifies the law regarding property tax exemptions for religious entities and allows for up to six residential housing units or congregate housing units used residential purposes to be exempt, provided they are owned by the religious organization on or before January 1, 2025, or for a minimum of five years. The Senate then killed **SB 275**, providing property tax exemptions for certain childcare agencies. NHMA opposed both bills.

## How to Make your Voice Heard

The adage goes that “life is all about showing up.” The same can be said for legislative advocacy. If a bill is of importance to your municipality, it’s always best to make your case – for or against – in person. Every Friday, NHMA posts a **Bill Hearings Schedule** for the upcoming week. However, if you can’t make it to Concord, you can use the Legislature’s online portal to put your position on the hearing record.

The House has an **online testimony submission system** that allows you to indicate your position on the bill with an option to attach testimony. If you want to email all the members of a House committee, you will have to copy their email addresses individually from the **committee page**.

The Senate has a **remote sign-in sheet** where you can indicate whether you are supportive of a bill, opposed, or neutral. Written testimony can be submitted via the “Email Entire Committee” link found on the **Senate committee page**.

If you have time to follow along, livestreams of **House** and **Senate** sessions and committee meetings are available on YouTube. Prior sessions and committee meetings are also archived.

Finally, if you just want to contact your legislators, there are **Contact a Senator** and **Contact a Representative** links on the **General Court** website.

Note: For anyone who prints these emails out, all of the above links are available on the General Court website at: <https://gc.nh.gov/>

Because the House and Senate have moved to digital calendars, committees can now reschedule when there is bad weather, absences, or when issues with bills haven’t been worked out. If you are planning to attend a hearing or work session in person, we strongly recommend checking the **House Digital Calendar** and **Senate Digital Calendar** before heading to the State House. For those of you with an interest in a particular bill or set of bills, please use the ‘subscribe’ feature on **FastDemocracy** to get email updates when those bills are scheduled or rescheduled.

## Reminder: Sharing is Caring ... About Good Public Policy!

If you know of anyone who may benefit from the NHMA Legislative Bulletin feel free to pass this email along and encourage them to sign up!

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**NHMA Events Calendar  
2024 Final Legislative Bulletin**

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## **Review Board Calendar**