

SELECT BOARD MEETING AGENDA

DATE: 6:00pm Monday, May 12, 2014

HELD: Public Safety Complex (2nd Floor Meeting Room) 20 George Bennett Rd, Lee

The Select Board reserves the right to make changes as deemed necessary during the meeting. Please limit your speaking time to 15 minutes.

1. **Call to Order - 6:00 pm**
2. **Public Comment**
3. **Larry Kindberg, Recreation Commission Chair – Appointment Application**
Recommend Vidya Sundar to a three year appointment to the Rec Commission.
4. **Bill Humm, Conservation Commission Chair**
 - a. **Rothwell Reserve Project**
Request that the Board accept a \$2900 grant from LRAC and approve the contract with Ibis Wildlife Consulting to prepare a Wildlife Habitat and Land Stewardship Plan for the Rothwell Reserve. The grant funds will be used to pay for the plan.
 - b. **Robert Barth / Hoop House Greenhouse Structure**
Request that the Board approve construction of a Hoop House within a designated conservation easement on 41 Birch Hill Road and to authorize the Building Inspector to issue a building permit, if all other regulatory requirements have been met.
5. **Bill Cote, McGregor Memorial EMS – Presentation on the Future Plans for McGregor**
Make a PowerPoint Presentation regarding the future plans for McGregor EMS.
6. **Randy Stevens, Highway Supervisor**
 - a. **Unfinished Business at Little River Park**
Review with the Board and Rec Commission the list of items that remain unfinished at Little River Park which were previously presented to the Board at the March 31st meeting.
 - b. **Acceptance of leaf vacuum as a gift**
Request approval to accept a gift of a used 16 HP Giant Vacuum with trailer from the Wellington Campground.
 - c. **Hazard Mitigation Assistance Grant**
Discuss applying for HMA Grant for serious erosion issues along Tuttle Road and Little River and discuss whether to pay Right Angle Engineering \$200 to prepare the Letter of Intent for the Town.
 - d. **Hydraulic Study for Packers Falls and Tuttle Road Culvert Replacements**
Discuss the need to ask for proposals to do a Hydraulic Study to determine the size, type and cost for the inevitable replacement of the Packers Falls and Tuttle Road Culverts. A study would provide a more accurate estimate for budget planning purposes.
 - e. **Crack Sealing and Gravel/Stone Quote Results**
Review quotes with the Board and request approval for the Highway Supervisor to award the purchases and services to the selected vendors.
7. **Julie Glover, Town Administrator Report**
 - *Personnel and Financial Policies - discussion on what changes the Board would like to make*
 - *Discretionary Preservation Easement for the Kennard Farm Barns Application –schedule Public Hearing*
 - *Discuss request from ORYA to keep Lacrosse goals in place for the spring season at LRP*
 - *Miscellaneous*
8. **Carole Dennis, Selectwoman – Town Hall**
Discuss moving Town Hall to the second floor of the Public Safety Complex.
9. **Consent Agenda Items - (Individual items may be removed by any Selectman for separate discussion and vote)**

SIGNATURES REQUIRED

Abatement
Veterans Tax Credit (2)
Assessing Contract with Municipal Resources Inc.
Vacation Request (2)
Notice of Intent to Cut (2)

INFORMATION ONLY

Beckman Resignation Letter
DRA Valuation Report
LOCO Half and Full Marathon Road Race Request

10. **Acceptance of Public and Non Public Minutes from April 28, 2014.**

11. Acceptance of Manifest #22 and Weeks Payroll Ending May 11, 2014

12. Miscellaneous/Unfinished Business

13. Non-Public

- a. RSA 91-A:3 II (a) – Personnel Issues – requested by Selectmen Bugbee
- b. RSA 91-A:3 II (a) – Personnel Issues – requested by Chief Dronsfield

14. Adjournment

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on May 9, 2014

Individuals needing assistance or auxiliary communication equipment due to sensory impairment or other disabilities should contact the Town Office at 659-5414. Please notify the town six days prior to any meeting so we are able to meet your needs.



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: May 12, 2014

Agenda Item No. 3

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Applications for Committees, Commissions and Boards

Requested By: Board of Selectmen 5/1/2014

Contact Information: 603-292-5790

Presented By: Larry Kindberg, Recreation Commission Chair

Description: Present the Board with a member application for the Recreation Commission for review and action.

Financial Details: N/A

Legal Authority NH RSA 35-B:4

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to approve the following appointment to a 3 year term position:

Vidya Sundar to the Recreation Commission.



TOWN of LEE, NEW HAMPSHIRE
7 Mast Road, Lee, New Hampshire 03861

**APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION OR
COMMITTEE POSITION WITHIN THE TOWN OF LEE.**

Applicant's Name: VIDYA SUNDAR
Address: 30 FURBER DRIVE Phone/Cell: 603-659-4614
of Years as a Resident: 5
Email address: Sundar.vidya@gmail.com

Full Membership (3 year term) position applying for: Lee Recreation Commission
Term Expires on the following date: May 2017
Alternate Position (3 year term) position applying for: _____
Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____
Town wellwisher, frequent user of
Little River park and other Rec.
facilities

[Signature]
Signature

5/1/14
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Board of Selectmen's Meeting to express their interest. Applicants will be notified of the meeting date in advance. Thank you for your application and interest in the Town of Lee.



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No.4a

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Rothwell Reserve Project

Requested By: Bill Humm, Conservation Commission Chair

Date: 5/8/2014

Contact Information: 603-659-5414

Presented By: Bill Humm

Description: Request that the Board accept a grant from LRAC and approve the contract with Ibis Wildlife Consulting to prepare a Wildlife Habitat and Land Stewardship Plan for the Rothwell Reserve. The grant funds will be used to pay for the plan.

Financial Details: \$2900.00

Legal authority: NH RSA 36-A:4 Powers. –

I. Said commission may receive gifts of money, personal property, real property, and water rights, either within or outside the boundaries of the municipality, by gift, grant, bequest, or devise, subject to the approval of the local governing body, such gifts to be managed and controlled by the commission for the purposes of this section.

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to approve accepting a \$2900 grant from LRAC and approve the contract with Ibis Wildlife Consulting.



Ellen J. Snyder
26 Johnson Drive
Newmarket NH 03857
Tel. 603-659-6250
Certified Wildlife Biologist
ellensnyder1@gmail.com
<http://ibiswildlife.com>
<http://spicebush.blogspot.com>

April 12, 2014

PROJECT PROPOSAL for Dick Weyrick, Lee Conservation Commission

Project: Rothwell Reserve, Lee, NH
Wildlife Habitat and Land Stewardship Plan

Consultant: Ellen Snyder, Ibis Wildlife Consulting
Certified Wildlife Biologist (The Wildlife Society)
26 Johnson Drive
Newmarket, NH 03857
603-659-6250
ellensnyder1@gmail.com

Project Description:

Ibis Wildlife Consulting (Ellen Snyder) will prepare a Wildlife Habitat and Land Stewardship Plan for the town-owned 13.5-acre Rothwell Reserve on Route 152 in Lee, New Hampshire (see map on page 5). A draft table of contents for the Plan is included on page 4.

The Plan will be developed based on site visits to gather data on habitats, plants and animals, trails, water and wetlands, cultural and other features; review of existing plans and other documents; mapping of features in GIS; and discussions with town officials and conservation partners including the Lamprey River Advisory Committee. Specific habitat management, restoration, land stewardship, and public use recommendations (including in relation to the nearby boat launch on the Lamprey River) will be described and mapped.

Work on this plan would begin in April 2014 and be completed no later than August 1, 2014.

Project Tasks

Task 1 Field Work and Data Processing

- Anticipate 2 days of fieldwork to gather information on resources and 1 day to process the data

Task 2 Document Review and Research

- Review existing site documents, plans, and other material and gather relevant references for developing the plan

Task 3 Meetings and Site Walks with Town Officials and Conservation Partners

- Meet with the Conservation Commission to discuss property goals and objectives and hold at least one public site walk to discuss proposed management recommendations
- Meet with and/or conduct site walks with conservation partners including the Lamprey River Advisory Committee

Task 4 Prepare Maps

- Use existing data and gather new data during field visits to prepare 5-6 GIS-based maps for the property. The data used to create the maps will also be provided to the Town of Lee so the maps can be updated in the future.

Task 5 Write Stewardship Plan

- Using all the information gathered as part of Tasks 1-4, write a Wildlife Habitat and Land Stewardship Plan

Deliverables, by August 1, 2014

- Two hard copies and two CDs (including GIS data) of the Plan (one for Town, one for LRAC)
- Hold one public site walk with CC and LRAC to highlight the management recommendations



203 Wadleigh Falls Road
Lee, NH 03861

MEMORANDUM OF AGREEMENT

between the Lee Conservation Commission and the Lamprey Rivers Advisory Committee's Wild and Scenic Subcommittee (LRAC) for a wildlife habitat and land stewardship plan at Rothwell Reserve, Lee, NH

The Lee Conservation Commission agrees to engage the professional services of Ibis Wildlife Consulting for the purpose of preparing a wildlife habitat and land stewardship plan (the Plan) for the town-owned 13.5-acre Rothwell Reserve on Route 152 in Lee, New Hampshire. The Plan will be developed based on site visits to gather data on habitats, plants and animals, trails, water and wetlands, cultural and other features; review of existing plans and other documents; mapping of features in GIS; and discussions with town officials and conservation partners including the Lamprey Rivers Advisory Committee. Specific habitat management, restoration, land stewardship, and public use recommendations (including relation to the nearby boat launch on the Lamprey River) will be described and mapped.

Project Tasks

Task 1: Field Work and Data Processing

Perform fieldwork to gather information on resources and process the data.

Task 2: Document Review and Research

Review existing site documents, plans, and other material and gather relevant references for developing the plan.

Task 3: Meetings and Site Walks with Town Officials and Conservation Partners

- Meet with the Lee Conservation Commission to discuss property goals and objectives and hold at least one public site walk to discuss proposed management recommendations.
- Meet or conduct site walks with conservation partners including the Lamprey Rivers Advisory Committee. The Lee Conservation Commission agrees to consider comments by LRAC prior to finalization of the Plan to ensure that the Plan meets LRAC's needs as well as the needs of the Lee Conservation Commission.

Task 4: Prepare Maps

Use existing data and gather new data during field visits to prepare five or six GIS-based maps for the property. The data used to create the maps will also be provided to the Town of Lee so the maps can be updated in the future.

Task 5: Write Stewardship Plan

Use all the information gathered as part of Tasks 1-4 to write a wildlife habitat and land stewardship plan.

Payment and Deliverables:

The Lee Conservation Commission has been granted a total of \$2900. Half (\$1450) will be paid up front; the remaining half will be paid upon satisfactory receipt of the deliverables below by August 1, 2014:

The following language must be placed in all final products: *"Funds for this project were provided by the National Park Service under CFDA: 15.921 – Lamprey Wild and Scenic River Assistance."*

- two hard copies and two CDs (including GIS data) of the Plan (one for the Town of Lee, one for LRAC)
- one public site walk with the Lee Conservation Commission and LRAC to highlight the management recommendations
- brief description of the project, including the title, purpose, audience, procedures, tie-in to goals identified in the 2013 Lamprey Rivers Management Plan, etc.
- list of accomplishments and beneficiaries
- account of expenses in the grant budget format with appended receipts

Miscellaneous:

The Lee Conservation Commission grants to LRAC the non-exclusive right to reproduce and publish all deliverables that are produced under this grant, including placement on the LRAC website, www.lampreyriver.org. Final products may be used to publicize the Plan and supplement LRAC activities, giving credit to Lee Conservation Commission and Ibis Wildlife Consulting when appropriate.

Funds for the wildlife habitat and land stewardship plan at Rothwell Reserve, Lee, New Hampshire are provided by the National Park Service under CFDA: 15.921 – Lamprey Wild and Scenic River Assistance. As a sub-recipients of CFDA: 15.921, the Lee Conservation Commission and Ibis Wildlife Consulting are responsible for meeting the audit requirements of OMB Circular A-133 regarding the expenditure of \$500,000 or more in federal awards during the grantees' fiscal year, and for compliance with other laws, regulations, and the provisions of the parent grant agreement.

By signing below, both parties agree to the terms above.

Sharon Meeker, LRAC

Bill Humm, Chair, Lee Conservation Commission

date: _____

date: _____



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No.4b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Hoop House Greenhouse Structure

Requested By: Robert Barth **Date: 5/8/2014**

Contact Information: 603-659-0380

Presented By: Bill Humm

Description: Request that the Board approve construction of a Hoop House within a designated conservation easement on 41 Birch Hill Road and to authorize the Building Inspector to issue a building permit, if all other regulatory requirements have been met.

Financial Details: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to approve the construction of a Hoop House within the designated conservation easement on 41 Birch Hill Road and to authorize the Building Inspector to issue a building permit, if all other regulatory requirements have been met.

TOWN OF LEE
PLANNING/ZONING/CODE ENFORCEMENT/HEALTH
7 Mast Road
Lee, New Hampshire 03861

May 8, 2013

David Cedarholm, Chairman
Lee Board of Selectmen
7 Mast Road
Lee, NH 03861

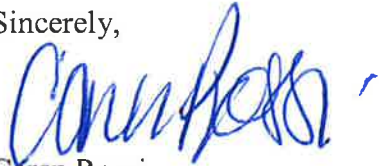
Re: 41 Birch Hill Rd/Lee Tax Map#24-05-0000

Dear Board,

This office received a building permit application to construct a "Hoop House" greenhouse on the property referenced above. It has been past practice that prior to the issuance of a building permit for land with a conservation easement, we send the request to the Conservation Commission for input & approvals as well as the Board of Selectmen grant approval for the permit.

Attached you will see an email correspondence from the Conservation Commission Chairman, Bill Humm stating that the Conservation Commission does not have any issues with the request.

Sincerely,



Caren Rossi
Planning and Zoning Administrator

Date: April 14, 2014

Building Inspector's Memo:

Ref: Robert Barth, 41 Birch Hill Road, Lee

Memo:

On this date Mr. Barth came into the office to discuss a building permit for a "Hoop House" greenhouse structure to be constructed. Based on our discussion and the plan Mr. Barth presented, it would appear that the structure may be located on/in all of or part of the conservation easement designated for Mr. Barth's property. Therefore, as our past policy, I will not issue any building permits within designated conservation easements without Board of Selectmen approval.

I spoke with Mr. Barth relating to this and he will be speaking with the BOS on this matter. While reviewing his sketch for where the location of the green house would be placed, it appears that either a part of the structure or all of it is within the easement, Mr. Barth was not quite sure exactly how much of the structure may or may not be within the easement at this time, but still wanted to speak with the BOS in case it does impact the easement.

Allan Dennis

Caren Rossi

From: BHumm@aol.com
Sent: Tuesday, May 06, 2014 9:09 AM
To: adennis@leenh.org; crossi@leenh.org
Cc: townadministrator@leenh.org; walgrove@comcast.net
Subject: Re: Building Inspector's Memo Ref Barth hoop house greenhouse structure and c...

Allen and Caren,

The Cons. Comm. has no problems with Barth's proposed hoop house being partially on the easement.

Let me know if there is anything further I need to do.

Thanks. Bill

In a message dated 4/14/2014 10:36:37 A.M. Eastern Daylight Time, townadministrator@leenh.org writes:

Thank you, Laura.

Julie E. Glover

Town Administrator

Town of Lee

7 Mast Road

Lee, NH 03861

603-659-5414

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from Town employees regarding the business of the Town of Lee, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure.

From: Laura Gund [<mailto:walgrove@comcast.net>]
Sent: Monday, April 14, 2014 10:36 AM
To: Julie Glover; Bill Humm
Cc: Allan Dennis; Caren Rossi
Subject: Re: Building Inspector's Memo Ref Barth hoop house greenhouse structure and conservation easement matter

Bob Barth was just up here to discuss the hoop house. I said he would be on the May 5th agenda. Laura

| ----- Original Message -----

From: [Julie Glover](#)

To: [Bill Humm](#) ; [Laura Gund](#)

Cc: [Allan Dennis](#) ; [Caren Rossi](#)

Sent: Monday, April 14, 2014 9:48 AM

Subject: FW: Building Inspector's Memo Ref Barth hoop house greenhouse structure and conservation easement matter

I am sure that the BOS will want the Conservation Commission to weigh in on this before making a decision.

Julie E. Glover

Town Administrator

Town of Lee

7 Mast Road

Lee, NH 03861

603-659-5414

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from Town employees regarding the business of the Town of Lee, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure.

From: Allan Dennis [<mailto:adennis@leenh.org>]

Sent: Monday, April 14, 2014 9:24 AM

To: townadministrator@leenh.org; rossi@leenh.org

Cc: adennis@leenh.org

Subject: Building Inspector's Memo Ref Barth hoop house green house structure and conservation easement matter



McGregor Memorial EMS **Objectives**
Durham · Lee · Madbury · UNH

- Brief overview of McGregor
 - Pleased to provide more information at a later date if requested
- Brief background on current station
- Overview of current plans and anticipated needs
- Questions

Committed to Compassionate Excellence

McGregor Memorial EMS **Our Mission**
Durham · Lee · Madbury · UNH

McGregor Memorial EMS is a regional, non-profit organization delivering **Emergency Medical Services** to Durham, Lee, Madbury and UNH and **EMS and CPR education** to the New Hampshire Seacoast area and beyond

Committed to Compassionate Excellence

McGregor Memorial EMS
Durham · Lee · Madbury · UNH

- Non-profit organization founded in 1968 in memory of Dr. George G. McGregor
- Formerly known as Durham Ambulance Corps
- Celebrating our 47th anniversary providing exemplary emergency services to the communities



McGregor Memorial EMS
Durham · Lee · Madbury · UNH

Consists of two organizations:

McGregor Memorial EMS

- Provides emergency medical services to Durham, Madbury and Lee and the University of New Hampshire
- Mutual aid support to surrounding communities

McGregor Institute of EMS

- EMS Education: Third largest provider in New Hampshire of education to EMS professionals
- CPR Education: Among the largest providers of CPR education in the State

Committed to Compassionate Excellence

McGregor Memorial EMS
Durham · Lee · Madbury · UNH

- Volunteers have been foundation of our call coverage since 1968
- Paid staff
 - Provide paramedic coverage
 - Provide back-up call coverage during weekdays
 - Provide administrative support to the organization

Committed to Compassionate Excellence



Volunteer Profile

- 70 Volunteers
- Community residents, UNH Students and others from throughout New Hampshire, Massachusetts and even Connecticut!

Committed to Compassionate Excellence



About 31,000 hours volunteered last year!
 –Up from about 9,000 in 2006

Committed to Compassionate Excellence



EMS Paid Staff

- Paramedic available
 - Days: 24/7 Full-time
 - Nights: On-call with Intercept vehicle
- Intermediate at the station
 - Mon-Fri 6a-6p

Committed to Compassionate Excellence



Community Relationship

- The mission of McGregor is saving and enhancing the quality of lives, not just in providing ambulance transport
- Consistent with the national EMS agenda, our mission includes:
 - Bike helmets and other injury prevention programs
 - EMS training for the next generation of EMS professionals
 - CPR and other training for the public



Injury Prevention Programs

Bike Helmet Program

- We promote bike helmet usage in the Oyster River area
- We distribute low cost bicycle helmets

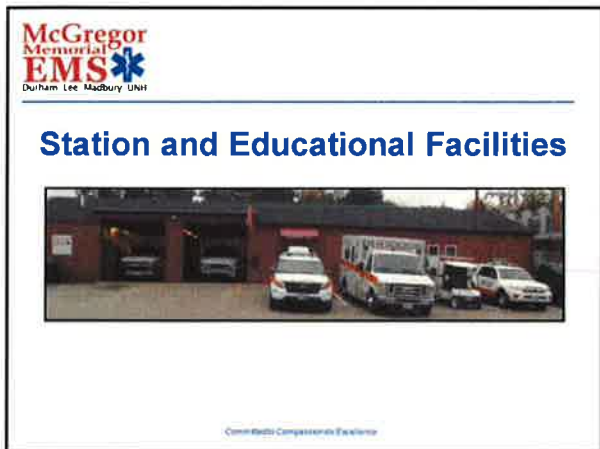
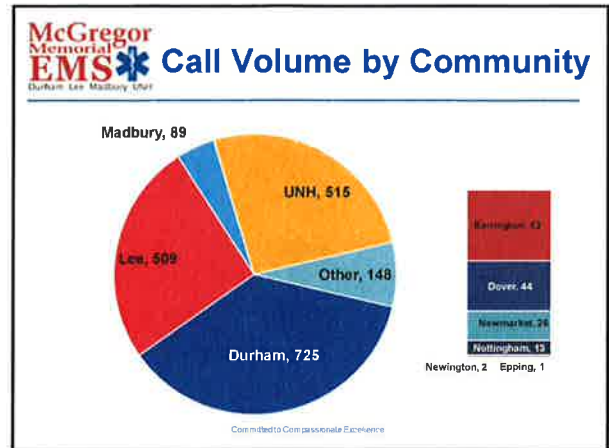
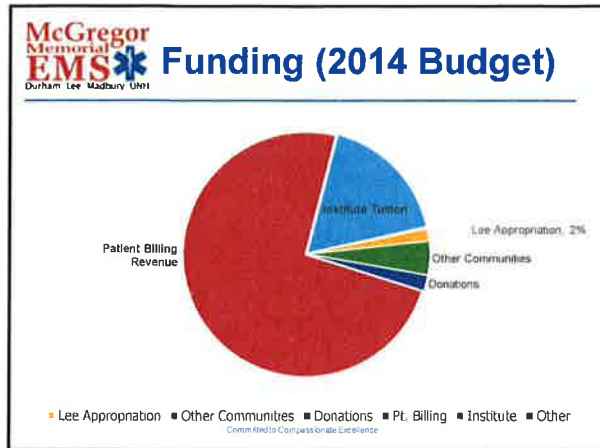
Committed to Compassionate Excellence



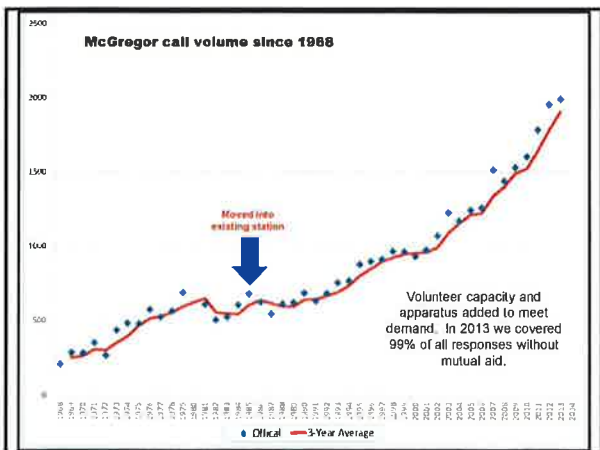
McGregor EMS Apparatus

- Ambulances
 - Two front-line Advanced Life Support (ALS) ambulances located at 47 College Road
 - Third reserve ambulance regularly placed into service
 - Three ambulances available for larger events
- Paramedic Intercept Vehicle
 - Increases availability of Paramedic Advanced Life Support
 - Extension of successful and cost effective Paramedic on-call program
- Supervisor Vehicle
 - Used primarily during busy times

Committed to Compassionate Excellence



- ### McGregor Memorial EMS Current Facility
- 47 College Rd. in Durham
 - On UNH Campus
 - 2500 sq. ft.
 - Single story brick building
 - Multiple renovations over the years
- Committed to Compassionate Excellence



- ### McGregor Memorial EMS Current Facility Timeline
- 1968 – McGregor Founded
 - 1985 – Moved into current building
 - 2000 – Call volume begins increasing at about 7-8% per year
 - 2005 – Rapidly increasing call volume prompts purchase of 3rd ambulance
 - 9,000 hours volunteered; 54 volunteers
 - UNH dramatically cuts back EMT classes; Institute founded
 - 2007 – \$60,000 renovation (expand into former "vacuum cleaner space")
 - 2008 – Paramedic intercept placed in service
 - 2009 – Begin paying lease (about \$29,000)
 - 2013 – 30,837 hours volunteered; 75 volunteers
 - Supervisor vehicle placed in service
 - 2014 – \$4,000 bunkroom renovation
- Committed to Compassionate Excellence

McGregor Memorial EMS Why a new station?
Durham Lee Madbury UNH

- Original lease was set to expire in 2019
 - Recently extended along with the Durham Fire Department's lease (McGregor informed in mid-April)
 - Currently spend about \$31,000 annually on lease
- Outgrown the current station
- Facility impacts McGregor's ability to hold classes, decreases efficiency, and provide suitable space to volunteers

Committed to Compassionate Excellence

McGregor Memorial EMS Current Facility
Durham Lee Madbury UNH

We're a very different organization than we were at move-in:

	1985	Today
Ambulance	2	3
Cars	0	2
Members	26	75
Calls/yr	500	1,980
Paid Staff	1	6
Classes	0	10 (200 students)

Committed to Compassionate Excellence

McGregor Memorial EMS Growing Volunteer Base
Durham Lee Madbury UNH

2001 Awards Banquet



2014 Awards Banquet



McGregor Memorial EMS Station Virtual Tour
Durham Lee Madbury UNH



Committed to Compassionate Excellence

McGregor Memorial EMS Station Virtual Tour
Durham Lee Madbury UNH



Committed to Compassionate Excellence

McGregor Memorial EMS Station Virtual Tour
Durham Lee Madbury UNH



Committed to Compassionate Excellence

McGregor Memorial EMS
Durham Lee Madbury UHN

Death in the line of duty... NIOSH
U.S. Department of Health and Human Services
August 23, 2016

Volunteer Fire Chief Dies After Being Crushed Between Two Fire Trucks - Kansas

Executive Summary

The National Fire Protection Association (NFPA) reports that 1,379 firefighters died in the line of duty between 2003 and 2012. The majority of these deaths were the result of heart disease, but a significant number were the result of injuries sustained while performing their duties. In 2015, the NFPA reported that 122 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2016, the NFPA reported that 118 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2017, the NFPA reported that 115 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2018, the NFPA reported that 112 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2019, the NFPA reported that 109 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2020, the NFPA reported that 106 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2021, the NFPA reported that 103 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties. In 2022, the NFPA reported that 100 firefighters died in the line of duty, with 10 of those deaths being the result of injuries sustained while performing their duties.

Picture of the apparatus involved in the incident.

Ensure that standard operating procedures are developed, implemented, and refined on a regular basis of fire apparatus, and include adequate training to ensure the highest completion.

Key Takeaways:

- Ensure that standard operating procedures are developed, implemented, and refined on a regular basis of fire apparatus, and include adequate training to ensure the highest completion.
- Ensure that apparatus design, use, and maintenance adhere to local, state, and federal regulations.

Ambulance Bays Double as Meeting Room

McGregor Memorial EMS
Durham Lee Madbury UHN

Committed to Compassionate Excellence

McGregor Memorial EMS
Durham Lee Madbury UHN

Committed to Compassionate Excellence

McGregor Memorial EMS
Durham Lee Madbury UHN

Station Virtual Tour

Committed to Compassionate Excellence

McGregor Memorial EMS
Durham Lee Madbury UHN

Station Virtual Tour

Committed to Compassionate Excellence

McGregor Memorial EMS  **Bunk Room Renovation**
Durham Lee Madbury UNH




McGregor Memorial EMS  **McGregor Storage Area**
Durham Lee Madbury UNH



McGregor Memorial EMS  **Vehicles Exposed to Elements / Vandals**
Durham Lee Madbury UNH





Committed to Compassionate Excellence


McGregor Memorial EMS  **Moving Forward...**
Durham Lee Madbury UNH

- The primary focus is on building a new station at a site provided by the University of New Hampshire
 - Secured location in UNH Master plan
 - McGregor would need to pay for the building
- Other options that have been considered but are not ideal:
 - Expand current station
 - Lease new facility
 - Housing in new Durham Fire Station

Committed to Compassionate Excellence

McGregor Memorial EMS 
Durham Lee Madbury UNH



McGregor Memorial EMS 
Durham Lee Madbury UNH

THANK YOU!

Committed to Compassionate Excellence



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No. 6a

**BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014**

Agenda Item Title: Follow up on Little River Park items.

Requested By: Randy Stevens

Date: 5/8/2014

Contact Information: rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Follow –up and more discussion on LRP to do list and items assigned to the Highway Supervisor at the 5/6/2014 BOS workshop.

Financial Details: Costs TBD; there is a balance of \$19,655.43 from WA6-2013

Legal Authority NH RSA 41:11-a; 35-B

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion:

1-To approve authorizing the Highway Department to order playground and park signs for LRP as recommended in a letter from the Town's insurance provider.

2- Move to authorize _____ Engineers/Engineering to proceed with an as-built plan and to redesign, if necessary the existing detention pond at Little River Park.



TOWN OF LEE HIGHWAY DEPARTMENT

7 Mast Road
Lee New Hampshire 03861



Randy Stevens - Supervisor

Telephone 603-659-3027/6515

MEMORANDUM

TO: Board of Selectmen
FROM: Randy Stevens, Highway Supervisor
DATE: March 20, 2014
RE: **Unfinished Business at Little River Park**

Below is a list of some of the unfinished business at LRP that I thought the Board should be aware of. The two items that I think are priority are the Playground Safety /Warning signs and the erosion issues.

1. Should have an as built plan showing existing electrical conduit locations.
2. Should have an as built plan showing the all-purpose field as constructed. (Per the BOS the existing grade is a combination of the original plan and the plan done by Farwell Engineering.)
3. Need to do same finish grading around both ends of the All Purpose Field and place rocks or a fence on the 155 end of the field to discourage wheeled vehicles from driving on the field.
4. Need to reconstruct the detention pond (puddle) and add a concrete structure per Farwell Engineering's Plan.
5. Need to find a new home for the existing stone piles. Some could be stockpiled at the Highway Garage for future use.
6. Need to clean up the remaining stockpiles of material on site. S+J showed some interest in some of the misc. piles of material at the park for use at Noble Farm, unless there is some intention of using the misc. piles to stabilize the slopes (especially where the potential Library/Community Center would be located).
7. Stabilize the remaining area between the Ball Field and the All Purpose Field. This area could be made into parking by leveling and installing a layer of the stone stockpiled on site. It also could be made into a grassed park like area with grass, trees, and overflow parking. Something needs to be done as soon as possible to vegetate it at least temporarily to prevent the ongoing erosion problem. **Note** - in the original plan this space was a playing field. Any parking or non grass use might require having an engineer re-look at the drainage.

Playground Area-

1. Order playground safety signs and install. Make the Joint Loss Safety Committee aware of this issue.
2. Add some loam (top dress) to existing grass area and reseed. This area is so rough it is very hard to mow efficiently.
3. Assign someone (hopefully a paid employee) to draft a safety checklist and implement routine inspections of the playground and all other town owned recreational facilities (recommended by the Town's insurance carrier).

4. Redirect drainage around the Climbnets and fix erosion issues that start at the right side of the Ball Field and continue along the far side of the basketball court to beyond the Climbnets.
5. Slide installation?

I would be more than happy to explain these items in more detail or answer any questions.

August 9, 2013

Mr. Randy Stevens, Highway Supervisor
Town of Lee
Ref: Follow-up to playground survey

Dear Randy,

On Monday, August 5, 2013, Property-Liability Trust (Local Government Center) conducted a pre-installation playground equipment survey for the Town of Lee. This memo provides some options for recommended signs to install and also offers surfacing material advice.

1. The playground should have signage posted that addresses general conduct rules, age appropriateness, adult supervision and emergency service contact information.

Examples of general rule signs to be posted at playground entrances:



(Note that the blue sign addresses age. This may not be desirable if there are certain areas of playground which are open to children of other ages. For example, toddlers or children 2-5 years)

Age appropriate sign examples:

**This Area Designed
for Ages 2-5**



**Please supervise
your children on the
playground.**

SAFETY FIRST

**PLAYGROUND EQUIPMENT
PROVIDED HERE
IS DESIGNED FOR
CHILDREN AGES 2-5**



**ADULT SUPERVISION
IS REQUIRED**

PARENT - GUARDIAN

**THIS PLAY EQUIPMENT
IS DESIGNED TO SERVE
CHILDREN BETWEEN THE
AGES OF 6-12 YEARS OLD.**

**SERIOUS INJURIES
MAY OCCUR, IF
PLAY EQUIPMENT IS *NOT*
USED PROPERLY, OR
IF CHILDREN ARE NOT
PROPERLY SUPERVISED.**

**This Area Designed
for Ages 5-12**



**Please Supervise
Your Children on the
PLAYGROUND**

Supervision sign examples:



In case of emergency sign example:



Surfacing:

In playground equipment use zones where there is a risk of elevated falls (i.e. elephant swing, flexible climber) recommend at least nine inches of woodchips. For a new application, start with twelve inches which will compact to nine inches with use.

Considering the minimal fall height at the spring rocker equipment play area, a woodchip surface of 4 inches over natural sand surface is fine. Recommend that the base of rockers be adequately covered with packed clay or sand before applying woodchips.

Playground woodchip vendors:

New Hampshire Wood Chip Vendors for Playground Surfacing Material

Outdoor World of New England

Hooksett, N.H.

(603) 625-2400

www.outdoorworldne.com

PR Russell

Brentwood, NH

(888) 737-8543

www.prmulch.com

Cousineaus

Henniker, NH

(877) 778-4441

www.Cousineaus.com

Thank you for inviting Property-Liability Trust to provide this Risk Management service. If you have any questions regarding this report or we can be of further assistance please do not hesitate to give me a call at 1-603-226-1311.



Kevin Flanagan
Risk Management Advisor
Property-Liability Trust



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No. 6b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Acceptance of Donated Equipment

Requested By: Randy Stevens

Date: 5/8/2014

Contact Information: rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Wellington Campground has offered a donation of a well-used 16 HP Giant Vac leaf vacuum mounted on a 2 wheel trailer.

Financial Details: Enter Estimated Cost, if any, funding source, etc.

Legal Authority 31:95-e Acceptance of Personal Property Donated to Towns and Village Districts II. Prior to the acceptance of any such gift with a value of \$5,000 or more, the selectmen or board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen or board of commissioners. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen or board of commissioners meeting at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen or board of commissioners meeting.

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

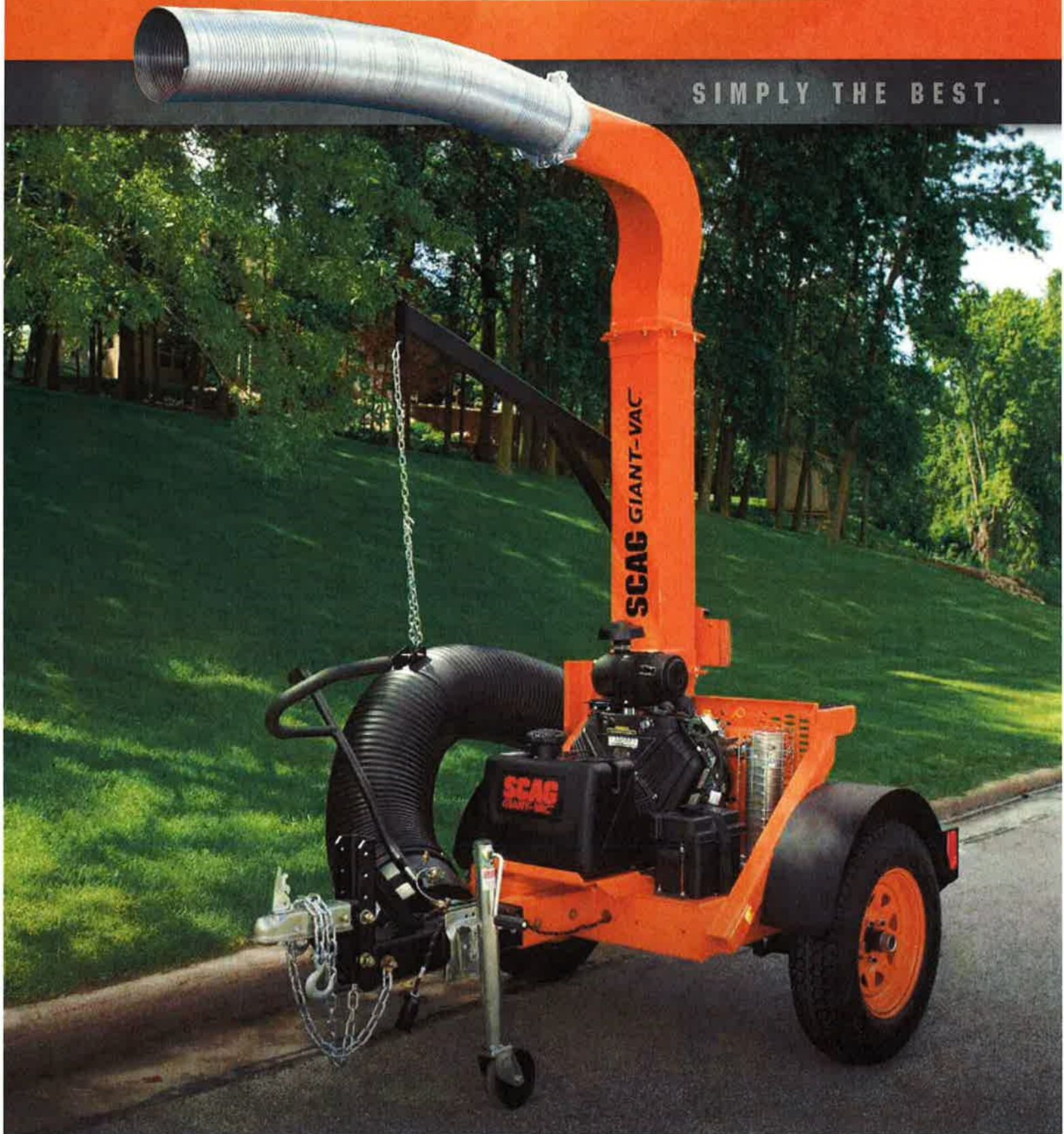
Motion:

Move to approve accepting a gift of a used 16HP Giant Vac leaf vacuum w/trailer from Wellington Campground.

SCAG *GIANT-VAC*

LEAF & DEBRIS MANAGEMENT

SIMPLY THE BEST.





TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No. 6c

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Hazard Mitigation Assistance Grant- Tuttle Road erosion

Requested By: Randy Stevens

Date: 5/8/2014

Contact Information: rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Discussion on whether or not to send a letter of intent to apply for funding to fix the serious erosion problems along Tuttle Rd and the Little River. This would be a matching grant through the Hazard Mitigation Assistance Grant program. Right angle Engineering has looked at the problem at Tuttle Rd and is very familiar with these grants and will do the Letter of Intent with a cost estimate for the sum of \$200.00.

Financial Details: \$200.00

Legal Authority Enter underlying legal authority, usually NH RSA and/or Town Policy or Ordinance

Legal Opinion: NH RSA 41:11-a; 41:8

REQUESTED ACTION OR RECOMMENDATIONS:

Motion:

Move to approve authorizing the Highway Department to send a letter of intent to apply for HMA funding for fixing the serious erosion problem along Tuttle Rd caused by the Little River;

or to authorize Right Angle Engineering to fill out and send in the Letter of Intent for the sum of 200.00.







TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No. 6d

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Hydraulic Study for the Eventual Replacement of the Packers Falls and Tuttle Rd Culverts

Requested By: Randy Stevens

Date: 5/8/2014

Contact Information: rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Discussion on whether or not to ask for proposals to do a hydraulic study as a first step in determining the cost for the eventual replacement of the Packers Falls and Tuttle Rd culverts. Both of these culverts are rusting on their bottoms and will need replacing in the next few years. These culverts are in the CIP; however, the cost provided in the CIP is most likely too low. This study would determine the size and type of replacement culvert needed; therefore providing a better estimate for planning purposes.

Financial Details: TBD

Legal Authority Enter underlying legal authority, usually NH RSA and/or Town Policy or Ordinance

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion:

Move to approve authorizing the Highway Department to ask for proposals to do a hydraulic study on the Tuttle Rd. and Packers Falls Rd culverts;

or table the matter for further discussion.



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 5/12/2014

Agenda Item No. 6e

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Crack Sealing and Gravel/Stone Quote Results

Requested By: Randy Stevens

Date: 5/8/2014

Contact Information: rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Review gravel/stone and crack sealing quotes and authorize the Highway Supervisor to award the purchases and services to the selected vendors.

Financial Details: Highway budget line items #44&45

Legal Authority NH RSA 231:62

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion:

Move to award the gravel/stone bid to _____ in the amount of
\$ _____

AND

to award the crack sealing bid to either HW Dow or Dave Fiorentino pending further research on these two companies by the Highway supervisor.



TOWN OF LEE HIGHWAY DEPARTMENT

7 Mast Road
Lee, New Hampshire 03861

Randy Stevens - Supervisor

Telephone 659-6515

Invitation To Quote

Per the Town of Lee’s Purchasing Policy the Town of Lee Highway Department is requesting quotes for stone and gravel products for the balance of the current calendar year.. The majority of the material purchased will be ¾ and 1-1/2 crushed gravel.

If your company is interested and would like to submit a quote please return this letter with prices to the Town Hall or Highway Garage by **3:30 pm. Wednesday May 7, 2014.**

Alternative -Fax 603-659-7202 E-Mail -rstevens@leenh.org

Prices for material loaded on Town trucks.

- Price for ¾ in crushed gravel. \$ _____ per ton or \$ _____ per cubic yard.
- Price for 1-1/2 in crushed gravel. \$ _____ per ton or \$ _____ per cubic yard.
- Price for 1-1/2 in crushed stone \$ _____ per ton or \$ _____ per cubic yard.
- Price for 3-5 in Rip Rap \$ _____ per ton or \$ _____ per cubic yard.

Additional Charge for delivery to the Lee Highway Garage \$ _____ per ton or _____ cubic yard

Each Product will be evaluated separately and the Town will purchase from the vendor that appears to be the best value for the Town after figuring in quality, trucking and proximity to job site.

The Town reserves the right to purchase only the quantities necessary, whether more or less than the estimated amount needed, with no impact to the bid price.

Any questions may be directed to Highway Supervisor Randy Stevens at 603-659-6515 or 603-608-6172.

The selected vendor must comply with the attached Town of Lee Insurance Requirements and provide a certificate of insurance to the Town..

Thank You for your interest.

Company Name _____

Representative _____

Phone # _____



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: May 12, 2014

Agenda Item No. 7a

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Application for a Discretionary Preservation Easement for the Kennard Farm Barns, located at 164 Stepping Stones Road

Requested By: Ronald Kennard

Date: 5/8/2014

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Request that the Board schedule a Public Hearing

Financial Details: TBD

Legal Authority NH RSA 79-D

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to schedule a Public Hearing on _____ to discuss the Preservation Easement for the Kennard Farm Barns Application and subsequently take action on the application.



Discretionary Preservation Easement for the Kennard Farm Barns TOWN OF LEE, NH
SELECTMAN'S OFFICE

Date

The Kennard barns provide scenic enjoyment of the structure from the public way of Steppingstones Road. They represent a historic family farm in the town of Lee.

The Kennard barns are historically important on a local and regional level. The Kennard property has been owned by only two families throughout its history:

It was owned ^(ie) the Langely family from 17~~20~~⁸⁰ until 1940, and by the Kennard family from 1940 until the present time. There is a historic Langely family cemetery on the Kennard property that surrounds these barns.

These forty acres are being purchased by the town of Lee for the following purposes:
historical value,
conservation values, particularly the shoreline of the Oyster River,
recreation values of hiking and fishing,
agricultural value, with 20 acres of prime agricultural soils.

The maintenance plan to keep the Kennard barns in good repair and weathertight is as follows:

- 1- stabilize foundation
- 2- repair roofs as needed
- 3- repaint (& remove old electrical wiring)

Ronald Kennard 5/1/14

Ronald Kennard, owner
Kennard Farm
164 Steppingstones Road
Lee, New Hampshire 03861

Memo

TO: Julie Glover
Town Administrator
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources
Contracted Assessor's Agents

DATE: April 21, 2014

RE: Discretionary Preservation Easement Application
164 Stepping Stone Road - Tax Map 7 Lot 5

Attached is an original application for two attached structures on the above reference property. There is a letter provided by the Lee Heritage Commission regarding the structures as well as information from the Commission regarding this program.

Based upon a review of assessing record card information barn 1 is currently assessed at \$4,959 while barn 2 is assessed at \$4,617.

The Town has 60 days to act on the application and a public hearing required. If the Select Board determines it is in the public interest to grant the exemption, the term (length of time – 10 year minimum) as well as the amount of the assessment reduction (25 to 75%) needs to be decided.

There are currently 9 other properties which were previously granted this easement in 2006 and 2008. They had terms of 10 years with a 75% reduction.

If any additional information is needed or desired, please let me know.

FORM

PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

RECEIVED
APR 14 2014

STEP 1 PROPERTY OWNER (S)

PLEASE TYPE OR PRINT	LAST NAME	Kennard	FIRST NAME	Ronald	
	LAST NAME		FIRST NAME		
	STREET ADDRESS				
	164 Stepping Stone Road				
	STREET (continued)				
TOWN/CITY	Lee	STATE	N.H.	ZIP CODE	03861-8611

TOWN OF LEE, NH
SELECTMAN'S OFFICE

STEP 2 PROPERTY LOCATION OF LAND AND HISTORIC AGRICULTURAL STRUCTURE BEING CLASSIFIED

PLEASE TYPE OR PRINT	STREET				
	164 Stepping Stone Road				
	TOWN/CITY		COUNTY		
	Lee		Strafford		
NUMBER OF ACRES	MAP #	LOT #	BOOK #	PAGE #	
NA	7	5			
CHECK ONE:					
Original Application <input checked="" type="checkbox"/>		Renewal <input type="checkbox"/>		Tax Year	2014

STEP 3 REASON FOR DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Describe how the Historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Submit additional sheets, if necessary.

See attached sheets

1038 square feet (Barn 1 = 19' x 30', Barn 2 = 18' x 26')

How many square feet will be subject to the easement?

STEP 4 SIGNATURES OF ALL PROPERTY OWNERS OF RECORD

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
Ronald W. Kennard	Ronald W. Kennard	4/3/14
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
 (CONTINUED)

STEP 5 TO BE COMPLETED BY THE LOCAL ASSESSORS

<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Pending approval of Discretionary Preservation Easement Agreement by landowner and assessing officials.
Comments:	

STEP 6 APPROVAL OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE

STEP 7 DOCUMENTATION

Is a map of the entire parcel showing the property location, orientation, overall boundaries and acreages clearly showing easement area requested submitted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

GENERAL INSTRUCTIONS

WHO MUST FILE	Form PA-36-A, Discretionary Preservation Easement Application, shall be used by owners of historic agricultural structures applying for a discretionary preservation easement in accordance with RSA 79-D:3.
WHAT TO FILE	Land owners submitting a completed application, Form PA-36-A, shall also: Submit a map showing: (a) The location of the historic agricultural structure; and (b) The number of square feet to be included in the discretionary preservation easement.
WHEN TO FILE	A completed Form PA-36-A, and a map of the land to be subject to the discretionary preservation easement must be filed on or before April 15 of the tax year the easement is to be granted.
WHERE TO FILE	Once completed and signed in black ink, this form and attachments shall be filed as follows: Original: Register of Deeds Copy: Local Assessing Officials Copy: Land Owner
APPEALS	If an application for a discretionary preservation easement is denied, an applicant may appeal within six months of any such action by the assessing officials in writing to the New Hampshire Board of Tax & Land Appeals or the County Superior Court in accordance with RSA 79-A:9 or RSA 79-A:11. Forms for appealing to the Board of Tax and Land Appeals may be obtained from the NH Board of Tax and Land Appeals, 107 Pleasant Street, Concord, NH 03301 or by calling (603) 271-2578 or by visiting their web site at www.state.nh.us/btla . Be sure to specify that you are appealing a Discretionary Preservation Easement Application denial.
ADA	Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.
NEED HELP	Contact your local municipality or the Community Services Division at (603) 271-2687

LINE-BY-LINE INSTRUCTIONS

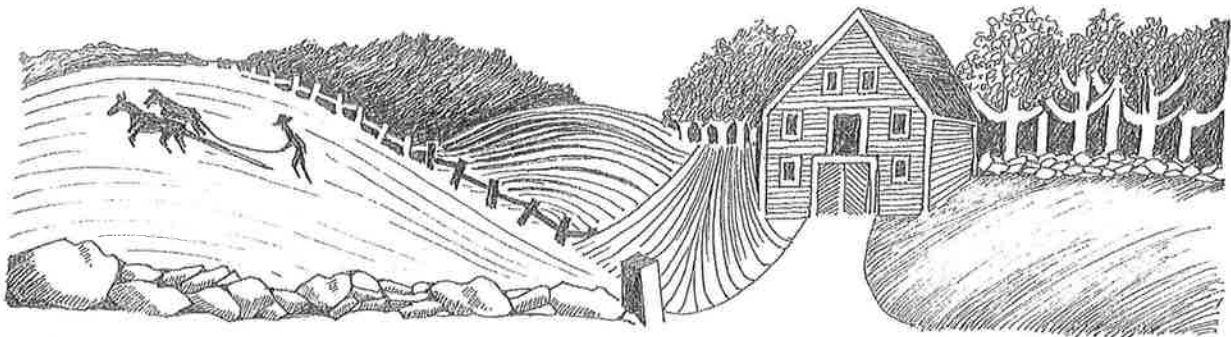
STEP 1	Enter the complete name(s), address, municipality, state and zip code of the property owner(s) requesting a discretionary preservation easement under RSA 79-D:3.
STEP 2	Enter the location information of the land and Historic Agricultural Structure being classified in the spaces provided. Check whether original application or renewal and enter the tax year the easement is to be granted.
STEP 3	Describe how the Historic Agricultural Structure meets the requirements of RSA 79-D:3 and how many square feet will be subject to the easement. Submit additional sheets, if necessary.
STEP 4	All owners of record must type or print their full name, sign and date in black ink on the lines provided. If there are more than four owners, submit a supplemental list of all additional owners names and signatures.
STEP 5	To be completed by the local assessing officials, indicating approval or denial pending final approval of selectmen or assessors.
STEP 6	Signatures of a majority of the local selectmen or tax assessors on the lines provided indicates final approval.
STEP 7	Indicate whether a map has been included as described. If the map is missing or this application is incomplete, this application shall be denied in accordance with RSA 79-D:4,II.

Do you have an historic barn or other agricultural structure in Lee?

The Lee Heritage Commission has been working with the Board of Selectmen to implement a discretionary easement program which encourages the preservation of old New Hampshire barns and other historic agricultural buildings. The following packet contains details of the program as well as application forms; all applications must be submitted by April 15 of the new tax year.

Please feel free to contact the Lee Heritage Commission, through the Town Hall, with any questions.

Lee Heritage Commission
Town of Lee
7 Mast Road
Lee, New Hampshire 03824
Telephone: 603-659-5414
Fax: 603-650-7202



LEE HERITAGE COMMISSION

Town of Lee
DISCRETIONARY PRESERVATION EASEMENT

- The Discretionary Preservation Easement (RSA 79-D) was created by the State of New Hampshire in 2002 to encourage the preservation of historic agricultural structures through tax abatements.
- The program encourages preservation partnerships between the Town and owners of historic agricultural structures: the owner commits to defined repair and maintenance of their structure and, in exchange, is offered a defined amount of tax relief over the term of the easement. Applicants should submit repair and maintenance plans with their applications.
- The program is strictly voluntary on the part of the property owner and combines statewide eligibility criteria and guidelines with decision-making and implementation at the local level.
- On or before April 15 of the new tax year, any owner of an historic agricultural structure (at least 75 years old and meeting set guidelines) may apply to the Board of Selectmen to grant a discretionary preservation easement to the municipality in exchange for a commitment to maintain the structure in keeping with its historic integrity and character during the term of the easement.
- Towns have 60 days in which to act on applications. A public hearing is required. If it is determined that the proposed preservation of the structure is consistent with the purpose of the law, it may acquire an easement on the structure for a minimum of ten years and grant tax relief within a range of a 25-75% reduction of the structure's full assessed value. The Board of Selectmen of Lee has agreed to a 75% reduction for qualified applicants and 10 year easement terms.
- Maintaining and repairing the building will not result in an increase in its assessed value for property tax purposes during the term of the easement.
- The owner may reapply for an additional discretionary preservation easement upon the expiration of the first term. The structure will be reassessed for the second application based on the current full assessed value.
- The cost of recording the easement is to be paid by the applicant; the cost of legal fees is to be paid by the Town.



Tax Incentive Mechanism to Help Save Old New Hampshire Barns

A new State law (RSA 79-D) creates a mechanism to encourage preservation of old New Hampshire barns and other historic agricultural buildings.

RSA 79-D authorizes towns and other municipalities to grant property tax relief to barn owners who (a) can demonstrate the public benefit of preserving their barns or other old farm buildings, and (b) agree to maintain their structures throughout a minimum 10-year preservation easement.

The Purpose

The new law is based on widespread recognition that many of New Hampshire's old barns and other farm buildings are important local scenic landmarks and help tell the story of agriculture in the state's history. Yet many of these historic structures are being demolished or not repaired because of the adverse impact of property taxes. RSA 79-D is intended to encourage barn owners to maintain and repair their buildings by granting them specific tax relief and assuring them that assessments will not be increased as a result of new repair and maintenance work.

The Mechanism

The program represents a uniquely New Hampshire approach, which is strictly voluntary on the part of the property owner, and combines statewide eligibility criteria and guidelines with decision-making and implementation at the local level. It is closely modeled after New Hampshire's discretionary easement program (RSA 79-C), which authorizes local governments to grant property tax relief to encourage preservation of open land.

On or before April 15 of the new tax year, any owner of an historic barn or other farm building may seek relief by applying to their local governing body (Board of Selectmen or city government) to grant a discretionary preservation easement to the municipality and agreeing to maintain the structure in keeping with its historic integrity and character during the term of the easement. The application, executed on a form provided by the N.H. Department of Revenue Administration, is to include a map showing the location of the structure(s) and a description of how the property meets the prescribed test of public benefit.

The town selectboard or appropriate city government department will then have 60 days in which to act on the application. A public hearing is required, which may provide an opportunity for local historical societies or other advisory groups to express support for barn preservation efforts. If the municipality determines, in exercising its discretion, that the proposed preservation of the structure is consistent with the purpose of the law, it may acquire an easement on the structure for a minimum of ten years and grant tax relief within a range of a 25 to 75% reduction of the structure's full assessed value. Maintaining and repairing the building will not result in an increase in its assessed value for property tax purposes.

Effective Date

The new law (RSA 79-D) went into effect on July 2, 2002. Property tax reductions for barns and other buildings placed under discretionary preservation easements in accordance with the new mechanism first became effective in tax year 2003. Applications for new easements, to go into effect in tax year 2005, must be submitted on or before April 15, 2005.

Eligibility

For this program, "historic agricultural structure" is defined as a barn or other structure, including the land on which it is built, which currently or formerly was used for agricultural purposes, and is at least 75 years old. The test of demonstrated public benefit shall be considered to have been met if the structure complies with one or more of the following: (1) provides scenic enjoyment to the general public from a public road or waterway; (2) is historically important on a local, regional, state or national level; (3) contributes to the historic or cultural integrity of a property listed on or eligible for the New Hampshire State or National Registers of Historic Places, or is in a locally designated historic district.

In determining eligibility, the Selectboard or appropriate city department shall refer to statewide guidelines adopted by the New Hampshire Historic Agricultural Structures Advisory Committee, and may weigh the public benefit to be gained by the preservation of the structure versus the tax revenue to be lost if the easement is accepted. The statewide guidelines include consideration of whether there is local interest and support for the structure's preservation, its historic and agricultural significance, and the degree to which tax relief will encourage its preservation.

Whom do I contact?

The N.H. Department of Revenue Administration has provided application form PA-36-A to all town and city governments. Application forms and eligibility guidelines should be available from your town clerk, Board of Selectmen, or appropriate city department. Ask them to contact the N.H. Division of Revenue Administration's Community Services Division, (603) 271-2191, if they need more information about the application.

For more background information, including a copy of the statute, a sample discretionary preservation easement and a guide to assist applicants and selectmen work through the application and approval process, contact the New Hampshire Preservation Alliance at (603) 224-2281, admin@nhpreservation.org or visit www.nhpreservation.org.

The full text of the statute is also available on the state website, <http://www.gencourt.state.nh.us/rsa/html/indexes/79-D.html>.

The Preservation Alliance is the state's non-profit preservation education and advocacy organization.

July 2004

IMPLEMENTING RSA 79-D: Discretionary preservation easement for historic agricultural structures.

This summary was prepared by Carolyn W. Baldwin, Esq., of counsel to the law firm of Baldwin, Callen & Hogan of Concord, in collaboration with the chair of the NH Historic Agricultural Structures Advisory Committee, Carl Schmidt. It is a guide only, designed to assist applicants and selectmen to work through the process established by the legislature in RSA 79-D.

SELECTMEN

The Board of Selectmen in a Town (or the appropriate decision-making body in a City or Town with town council form of government) has the ultimate discretion to grant tax relief to the owner of an historic agricultural structure under the Statute. But the decision is not to be made in an arbitrary manner.

The Statute includes standards for determining eligibility, which have been elaborated by the guidelines adopted by the Advisory Committee under the guidance of the New Hampshire Division of Historical Resources.

Assume you, as a board of selectmen, have received an inquiry from a taxpayer about the possibility of accepting a discretionary preservation easement under RSA 79-D. Where do you begin?

1. First you provide the applicant with a copy of the application (Department of Revenue Administration Form A-36-A) and guidelines. Then assuming that the property owner completes the application:

2. Study §1 of the statute: the declaration of public purpose. You have no authority to grant any special tax consideration through a discretionary preservation easement if the structure concerned does not meet this general purpose. Refer to the guidelines adopted by the NH Historic Agricultural Structures Advisory Committee to assist you in this initial review decision.

3. Schedule a public hearing. Notify the applicant and post and publish the notice of hearing. The general rule is 10-days notice published in a paper of general distribution and posting in two or three public places. Notify the Historic District Commission, Historical Society or Heritage Commission if one exists in your community.

4. Decide whether the structure is a "qualifying structure." Does it provide one or more of the "public benefits" contemplated in §3. Refer to the guidelines adopted by the NH Historic Agricultural Structures Advisory Committee.

(a) Is it visible from a road or lake or river? or

(b) Is it historically important either independently or in

an historic district? or

(c) Do the structure's physical or aesthetic features contribute to the historical or cultural integrity of a property listed on or determined eligible for listing on the National Register of Historic Places, State Register of Historic Places, or locally designated district?

5. Consider the applicant's proposal.

Does the proposal preserve the structural and aesthetic integrity and character of the structure including the required commitment to maintain the structure in keeping with its historic integrity and character during the term of the easement? Input from the Historic District Commission, Heritage Commission or Historical Society, together with the State guidelines, should be considered.

The issue of a change of use may arise. The purpose of the statute is to encourage an owner to maintain and preserve the structure. §8 II. **This is important.** The cost of converting a barn to another use is NOT repair and maintenance. I.e. the costs of conversion for use as a dwelling, restaurant, theater, or other non-agricultural use is NOT "maintenance and repair." A structure that is converted to a non-agricultural use MAY be eligible if the adaptation retains the historic integrity of the building, but only for the level of maintenance and repair, not for the value added by the conversion.

6. Decision. Within 60 days after the Board accepts a completed application it must grant or deny it. Document the factual bases for your decision.

A. If the Board decides to deny the application, you should make findings: that it does not meet the qualifying criteria and or the loss of tax revenue outweighs the public benefit. BE SPECIFIC.

B. If you decide to approve the application, that is to acquire a discretionary preservation easement on the structure, you should find that the application is consistent with the purposes of the statute and that the public benefit to be gained by preservation of the structure outweighs any loss of revenue.

8. Determine the details.

Percentage (between 25% and 75% of assessment value) that will apply.

Length of time of the easement--minimum of 10 years.

Amount of land to be included as "necessary for the function of the building."

9. Finalize and record the easement document. We can

provide a sample easement document. Use it as a guide to help finalize the agreement. The applicant pays the costs of recording, but the Town should take responsibility for seeing that the document is recorded.

10. Follow up. Be sure your building inspector/code enforcement officer/assessor are aware of the easement and its terms. File a copy with the assessment card, along with a summary of your findings. (Remember, future boards, administrators etc. will not have first-hand knowledge, so leave a clear paper trail.) Any application for building permit should be checked for compliance with the easement. Monitor compliance from time to time. A Heritage Commission might be tasked to provide an annual report on compliance.

THE APPLICANT

1. Before you apply, study the statute and guidelines. Does your structure fit the criteria? How exactly? Refer to the procedural suggestions for Selectmen so you will know how the process may proceed.

2. What is your proposal? The purpose is to preserve the integrity of an historic agricultural structure. It is NOT the purpose to subsidize grandiose improvements or conversions of the structure to a new use such as a dwelling, restaurant, theater or whatever.

3. Talk to the selectmen informally, and explain what you intend to do. They may not be familiar with discretionary easements so help them to understand what you have in mind and how it meets the interest of the community to encourage the preservation of an historic agricultural structure, and how the public benefit outweighs any loss of tax revenue. (Selectmen have to be very sensitive to this issue. They will not be comfortable granting any kind of property tax break to a landowner if they perceive an unwarranted or unjustified burden on other taxpayers from doing so.)

If your structure is in an historic district, you may want to consult with the Historic District Commission for input. (The selectmen may also consult the HDC in such a case.) If your Town has a Heritage Commission or a Historical Society, their input may be helpful. For further assistance consult the State Division of Historic Resources and/or the New Hampshire Preservation Alliance.

4. Complete the application. Attach a map showing the location of the structure and any supporting land to be included in the easement. Photographs of the building and its environs and a sketch of any planned renovations may be helpful. Tell the Board how your application meets the statutory purposes and guidelines.

5. Attend the public hearing scheduled by the Selectmen. Bring along neighbors, representatives of the local historical society, historic district commission or heritage commission, or others who may offer useful input to the selectmen.

6. If the Board decides to grant your application, work with them or their representative to complete the easement document. You are accepting an obligation to maintain the structure consistent with the purposes of the chapter. Remember this is a legal and enforceable interest in property that you are granting to the Town. It will be recorded and is a lien on the property. If you should market the property, it may affect the title. So be sure you are comfortable with that outcome.

How long a term (10 years is the minimum)?

What are the provisions for renewal?

What is a fair level of taxation (25%-75% of assessed value) that will compensate you for granting the Town an interest in your property?¹

Revised, November 2003

¹ Note that should the municipality undergo a general re-evaluation, your assessed value may rise in accordance with the general rise in values throughout the community. The percentage of assessed value agreed upon in the easement will NOT change during the term of the easement.

THE NH BARN TAX INCENTIVE: TEN TIPS FOR APPLICANTS

Here are some ideas from successful applicants for the NH Tax Incentive to Preserve Historic Agricultural Structures

- 1. Carefully study the law (RSA 79-D),** the accompanying definitions and eligibility guidelines, and the instructions on the back of the application form. (Packets that include this information are available from the NH Preservation Alliance, 224-2281.) In addition to barns, the application may apply to other historic agricultural structures including those in-town.
- 2. Talk informally with your Selectmen:** Explain that you intend to apply, how preservation of an historic structure meets the community's interest, and how the public benefit will outweigh any loss of tax revenue.
- 3. Get support from neighbors,** other townspeople, your local historical society and Heritage or Historic District Commission. They may also be able to help you with researching the history of your barn (see Tip 4).
- 4. Do your homework:** Do all the research you can about the building(s), including their age, how they were used and about the families who lived and worked there. Is the building historically important in the community because of the type of structure, the owners and history of the site, or because only a few of its kind remain? In addition, review any RSA 79-D easements that have already been accepted by your town or city.
- 5. Work out your proposal:** In addition to the main barn(s), should your application also include outbuildings? Which one (or more) of the three tests of public benefit do your structures meet? What is the current assessment and tax bill on the building(s)?
- 6. Photographs:** A picture is worth a thousand words, if not dollars. Don't assume the Selectmen are familiar with the building, even if your building is a prominent landmark in town. Include with your application a good set of photos, including close-ups and views of what can be seen from public roads and bodies of water. Old photos can be very helpful in telling the story; check with local historic organizations and/or publications to help locate old photos.
- 7. More is better:** Include with your application as much historical and context information as possible; if you have a lot of supporting documentation, submit it with a clear one-page summary. Attach letters of support and similar materials. At the same time, don't overwhelm the decision-makers with more material than they will have time to read.
- 8. Repair and Maintenance: Have a plan!** Describe, with cost figures, any recent or planned repair work. Particularly if the structure is in bad repair, be prepared to present a repair plan for the 10-year easement period, and possibly to include it as part of the easement agreement. Describe how an easement would help make the repairs financially possible. You want to show your commitment to maintaining the structure in keeping with its historic character and integrity for at least the next ten years and how this will benefit the public.
- 9. Public Hearing:** This is required as part of the application process, so use it to your advantage by taking part and encourage supporters to attend and speak, as well. Encourage Selectmen to visit the structure before making their decision.
- 10. The Easement:** Keep in mind that the discretionary easement agreement you are to enter into with your town is a legal contract between two parties. Work with the Selectmen or their representative on its content and make sure you are comfortable with the outcome.

If you have questions, or need more information, contact: New Hampshire Preservation Alliance
(603) 224-2281 admin@nhpreservation.org www.nhpreservation.org

These tips were compiled by the Historic Agricultural Structures Advisory Committee.



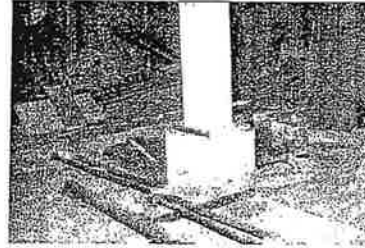
10 Steps to Add Life to Your Barn

By John Porter
Professor and Dairy Specialist
UNH Cooperative Extension
and co-author of "Preserving Old Barns"

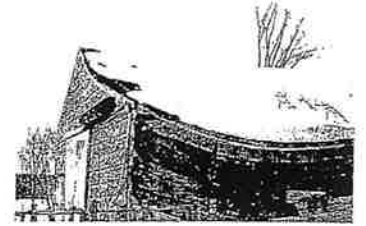
1.) Remove trees and brush around the barn. These hold moisture which rot the sills and can cause abrasion on the sidewalls and roof. Use contour drainage and pea stone around the barn to divert water.



2.) Keep bases of support posts free of soil contact as it will rot them. Build new rock or concrete piers if necessary.



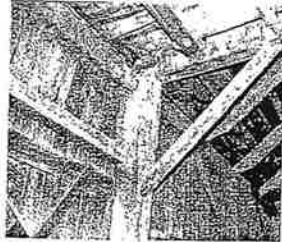
3.) Repair roof and side wall problems when they first occur or they will lead to more serious structural problems.



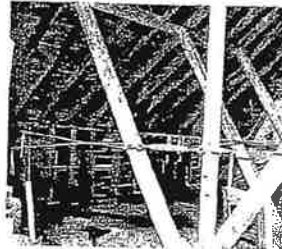
4.) Fix crumbling foundations, as they are the key to maintaining a square and plumb building.



5.) Don't remove existing braces that might be in the way, as they are part of the total support system that maintain the integrity of the barn.



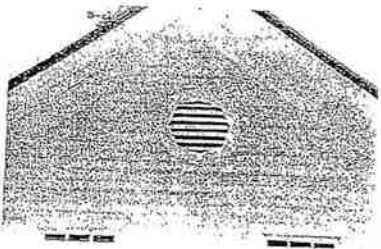
6.) Add cables or internal bracing as a stop-gap method to keep a barn from falling down.



7.) Keep the floors clean of debris to prevent the accumulation of moisture and insect infestation.



8.) Open windows or louvers to ventilate the barn and prevent the build-up of moisture.



9.) Shovel off snow as necessary, especially lean-tos that can cause snow accumulation and structural failure.



10.) Keep up with painting, roofing and routine maintenance so your barn will look like this one.



NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Original

Renewel

Tax Year _____

NAME
NUMBER & STREET ADDRESS
ADDRESS (continued)
CITY/TOWN, STATE & ZIP CODE

Local tax map and lot number(s) of land and historic agricultural structure being classified: _____

Book, page, and recording at County Registry of Deeds: _____

Describe how the historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Attach additional sheets if necessary.

Preservation of Historic Agricultural Structure

****Attach a map showing the location of the historic agricultural structure and the number of square feet to be included in the discretionary preservation easement.

SIGNATURE (IN INK) OF LANDOWNER: _____ DATE: _____

SIGNATURE (IN INK) OF LANDOWNER: _____ DATE: _____

SIGNATURE (IN INK) OF LANDOWNER: _____ DATE: _____

SIGNATURE (IN INK) OF LANDOWNER: _____ DATE: _____

FOR ASSESSING OFFICIALS USE ONLY

GRANTED Pending approval of Discretionary Preservation Easement Agreement by the landowner and assessing officials.

DENIED

COMMENTS _____

SIGNATURE (IN INK) OF ASSESSING OFFICIALS _____ DATE _____

SIGNATURE (IN INK) OF ASSESSING OFFICIALS _____ DATE _____

SIGNATURE (IN INK) OF ASSESSING OFFICIALS _____ DATE _____

SIGNATURE (IN INK) OF ASSESSING OFFICIALS _____ DATE _____

SIGNATURE (IN INK) OF ASSESSING OFFICIALS _____ DATE _____

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
INSTRUCTIONS

<p>STATUTE & ADMINISTRATIVE RULE</p>	<p>RSA 79-D Discretionary Preservation Easements Rev 605.15 Form PA-36A, Discretionary Preservation Easement Application</p>
<p>WHO MUST FILE</p>	<p>Any owner of a historic agricultural structure, currently or formerly used for agricultural purposes, which meets one of the tests of public benefit in RSA 79-D:3, II.</p>
<p>WHEN TO FILE</p>	<p>The owner of the property must file this form with the municipality on or before April 15 of the tax year.</p>
<p>WHAT TO FILE</p>	<ul style="list-style-type: none"> ☆ Form PA-36A, Discretionary Preservation Easement Application ☆ Map showing location of structure and land to be subject to the discretionary preservation easement ☆ Description of how property meets one of the tests of public benefit in RSA 79-D:3
<p>TEST OF PUBLIC BENEFIT</p>	<p>The historic agricultural structure must provide at least one of the following benefits:</p> <ul style="list-style-type: none"> ☆ Scenic enjoyment of the structure by the general public from a public way or from public waters; ☆ Is historically important on a local, regional, state or national level, either independently or within an historic district; or ☆ The structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed on or determined eligible for listing on the National Register of Historic Places, State Register of Historic Places, or locally designated historic district.
<p>HISTORIC AGRICULTURAL STRUCTURES</p>	<p>The advisory committee established under RSA 227-C:29 has established the following definitions for "historic agricultural structures."</p> <p>Historic: Agricultural structures must be at least 75 years of age. Exceptions may be made for newer structures if they are considered to be of exceptional significance or importance.</p> <p>Agricultural structures: Examples include, but are not limited to, barn (separate or attached), blacksmith shop, carriage house, cider mill, corn crib, creamery, Delco house, equipment or machine shed, farm stand, farrier or harness shop, granary, greenhouse, grist mill, hop house, ice house, milk house, piggery, poultry barn or coop, sawmill, silo, stable, sugar house, tool shed, wagon shed, well or spring house, windmill house, or woodshed.</p> <p>barn: shall mean a building constructed to shelter livestock, equipment, feed or other farm products. It may be free-standing or connected to one or more structures.</p> <p>Land necessary for the function of the building: shall consist of the footprint of the building and of any ramps or banks which are or were needed to support the structure and its operations.</p>
<p>APPROVAL/ DENIAL</p>	<p>If, after a duly noticed public hearing, the local governing body finds that the acquisition of the proposed easement is consistent with the purposes of 79-D, it may take steps to acquire the easement.</p> <p>The local governing body may weigh the public benefit to be obtained versus the tax revenue to be lost if such an easement is granted.</p> <p>The governing body shall have no more than 60 days to act upon the application.</p>
<p>EASEMENT TERMS</p>	<p>Any discretionary preservation easement acquired by a municipality shall be for a minimum of ten years and shall include the:</p> <ul style="list-style-type: none"> ☆ Method of assessment; ☆ Terms of expiration; and ☆ Terms of renewal.
<p>ASSESSMENT DISCRETIONARY PRESERVATION EASEMENTS</p>	<p>The assessment of discretionary easement structures and land shall be within the following range:</p> <ul style="list-style-type: none"> ☆ One end of the range shall be 25 percent of the full value assessment. ☆ The other end of the range shall be 75 percent of the full value assessment.
<p>RECORDING</p>	<p>The local governing body shall provide for the recording of any discretionary preservation easement with the register of deeds. Any costs of recording shall be the responsibility of the applicant.</p>
<p>APPEAL PROCEDURE</p>	<p>The local governing body's decision to deny the application to grant a discretionary preservation easement may be appealed in accordance with RSA 79-A:9 and 79-A:11 to either the N.H. Board of Tax and Land Appeals or the Superior Court of the county in which the property is located within six months of notice of denial. A denial by the governing body shall be deemed discretionary and shall not be set aside by the N.H. Board of Tax and Land Appeals or the Superior Court except for bad faith, discrimination, or the application of criteria other than those set forth in statute.</p>

N.H. RSA 79-D
DISCRETIONARY PRESERVATION EASEMENTS
FOR PRESERVING HISTORIC AGRICULTURAL STRUCTURES

79-D:1 Declaration of Public Interest. – It is hereby declared to be in the public interest to encourage the preservation of historic agricultural structures which are potentially subject to decay or demolition, thus maintaining the historic rural character of the state's landscape, sustaining agricultural traditions, and providing an attractive scenic environment for work and recreation of the state's citizens and visitors. It is further declared to be in the public interest to prevent the loss of historic agricultural structures due to property taxation at values incompatible with their preservation. The means for encouraging preservation of historic agricultural structures authorized by this chapter is the acquisition of discretionary preservation easements by town or city governments to assure preservation of such structures which provide a demonstrated public benefit.

79-D:2 Definitions. – In this chapter:

- I. "Discretionary preservation easement" means a preservation easement of an historic agricultural structure, including the land necessary for the function of the building, granted to a city or town for a term of 10 or more years.
- II. "Public benefit" shall have the meaning described in RSA 79-D:3, II.
- III. "Historic agricultural structure" means a barn or other structure, including the land necessary for the function of the building, currently or formerly used for agricultural purposes and as further defined by the advisory committee established under RSA 227-C:29.

79-D:3 Qualifying Structures. –

- I. Any owner of an historic agricultural structure who wishes to maintain the structure in a use consistent with the purposes of this chapter may apply to the governing body of the municipality in which the property is located to convey a discretionary preservation easement to the municipality.
- II. A discretionary preservation easement shall be considered to provide a demonstrated public benefit if it provides at least one of the following public benefits:
 - (a) There is scenic enjoyment of the structure by the general public from a public way or from public waters.
 - (b) The structure is historically important on a local, regional, state, or national level, either independently or within an historic district.
 - (c) The structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or locally designated historic district.
- III. In determining whether an historic agricultural structure demonstrates the necessary public benefit to qualify for a discretionary preservation easement, the governing body shall have reference to guidelines adopted by the advisory committee established under RSA 227-C:29.

79-D:4 Application Procedure. –

- I. Any owner of an historic agricultural structure which meets the tests of public benefit in RSA 79-D:3, II may apply to the governing body to grant a discretionary preservation easement to the municipality, agreeing to maintain the structure in keeping with its historic integrity and character during the term of the easement.
- II. No owner of an historic agricultural structure shall be entitled to have a particular structure classified for any tax year under the provisions of this chapter unless the owner has applied to the governing body on or before April 15 of the tax year on a form provided by the commissioner of the department of revenue administration. Such application shall include a map showing the location of the structure to be subject to the discretionary preservation easement, and a description of how the property meets the tests of public benefit in RSA 79-D:3.

79-D:5 Approval, Denial. –

- I. If, after a duly noticed public hearing, the governing body finds that the proposed preservation of such historic agricultural structure is consistent with the purposes of this chapter, it may take steps to acquire a discretionary preservation easement as provided in this chapter. In exercising its discretion, the local governing body may weigh the public benefit to be obtained versus the tax revenue to be lost if such an easement is granted. The governing body shall have no more than 60 days to act upon the application.
- II. If the governing body denies the application to grant a discretionary preservation easement to the municipality, such denial shall be accompanied by a written explanation. The local governing body's decision may be appealed by using the procedures of either RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith, discrimination, or the application of criteria other than those set forth in RSA 79-D:3 and paragraph I of this section.
- III. The easement shall be a burden upon the property and shall bind all transferees and assignees of such property. An easement granted pursuant to this subdivision shall not be assigned, transferred, or released by the municipality without the consent of the owner, except as provided in RSA 79-D:8.

79-D:6 Terms; Recording. – Any preservation easement acquired by the municipality pursuant to this chapter shall be for a minimum of 10 years. The easement terms shall include the method of assessment pursuant to RSA 79-D:7, the terms of expiration pursuant to RSA 79-D:8, II, and the terms of renewal pursuant to RSA 79-D:8, III. The local governing body shall provide for the recording of such easements with the register of deeds. Any costs of recording shall be the responsibility of the applicant.

79-D:7 Assessment of Property Subject to Discretionary Preservation Easement. –

- I. The method of assessment of discretionary preservation easement structures shall be included as a term of the agreement in any discretionary preservation easement acquired by a municipality. Assessment shall fall within a range, one end of which shall be 75 percent of the full value assessment; the other end of the range shall be 25 percent of said full value assessment.
- II. The local governing body shall have the discretion to set the value of the discretionary preservation easement at a level within this range which it believes reflects the public benefit conferred by the property under the criteria set forth in RSA 79-D:3, II. The assessment shall not be increased because the owner undertakes maintenance and repairs designed to preserve the structure.

79-D:8 Release of Easement, Expiration, Renewal, Consideration. –

I. Any property owner who has granted a discretionary preservation easement to a municipality pursuant to the terms of this chapter, after the effective date of this chapter, may apply to the local governing body of the municipality in which the property subject to a discretionary preservation easement is located for a release from such easement upon a demonstration of extreme personal hardship. Upon release from such easement, a property owner shall pay the following consideration to the tax collector of the municipality:

(a) For a release within the first half of the duration of the easement, 20 percent of the full value assessment of such structure and land under RSA 75:1.

(b) For a release within the second half of the duration of the easement, 15 percent of the full value assessment of such structure and land under RSA 75:1.

II. The terms of agreement may include specification of an amount, if any, up to 10 percent of fair market value, to be paid upon final expiration of the terms of the discretionary preservation easement or renewed discretionary preservation easement.

III. Upon the expiration of the terms of the discretionary easement, the owner may apply for a renewal, and the owner and local governing body shall have the same rights and duties with respect to the renewal application as they did with respect to the original application; provided, however, that at the time of the original granting of the discretionary preservation easement, the parties may include, as a term of the agreement, a provision for automatic renewal for the same term as the original. Such a provision may include the specification of the manner in which the tax assessment on the property for the next term is to be determined at the time of renewal.

IV. The tax collector shall issue a receipt to the owner of such property and a copy to the local governing body for the sums paid. The local governing body shall, upon receiving a copy of the above-mentioned consideration, execute a release or renewal of the easement to the owner who shall record such a release or renewal. A copy of such release or renewal shall also be sent to the local assessing officials if they are not the same parties executing the release or renewal.

V. In the event that the structure is destroyed by fire, storm, or other unforeseen circumstance not within the control of the property owner, the preservation easement shall be released without penalty.

VI. If, during the term of the preservation easement, the owner shall fail to maintain the structure in conformity with the agreement, or shall cause the structure(s) to significantly deteriorate or be demolished or removed, the preservation easement shall be terminated and a penalty assessed in accordance with RSA 79-D:8, I(a) and (b).

79-D:9 Payment; Collection. –

I. If a consideration is due under RSA 79-D:8, I or II, the assessed value shall be determined as of the actual date of the release or expiration. Any consideration is in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the release or expiration.

II. Any consideration shall be due and payable by the owner at the time of release or expiration to the municipality in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner at the time of release or expiration to the county in which the property is located. Moneys paid to a county under this chapter shall be used to pay for the cost of services provided in RSA 28:7-a and RSA 28:7-b. Any consideration shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the consideration due, which shall provide a description of the property, the discretionary preservation easement, the full value assessment under RSA 75:1, and the amount payable.

(b) The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the consideration along with a special tax warrant authorizing the collector to collect the consideration under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of tax. Such bill shall be mailed within 12 months of the release or expiration.

(d) Payment of the consideration shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any consideration not paid within the 30-day period.

79-D:10 Exemption for Eminent Domain. – If any of the property which is subject to a discretionary preservation easement is condemned by any governmental agency or is acquired through eminent domain proceedings, the local governing body shall execute a release of the easement to the owner. None of the liquidated consideration provisions of RSA 79-D:8, I and II shall be applicable to releases granted pursuant to this section.

79-D:11 Local Preservation Easement Programs. – This chapter shall not be construed to limit the development of any other state, county, town, or city easement program for preservation, conservation, or other purposes.

79-D:12 Lien for Unpaid Taxes. – The real estate of every person shall be held for the taxes levied pursuant to RSA 79-D:8.

79-D:13 Enforcement. – All taxes levied pursuant to RSA 79-D:8 which are not paid when due shall be collected in the same manner as provided in RSA 80:1-80:42.

79-D:14 Rulemaking. –

I. The commissioner of the department of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to:

(a) The application procedures under RSA 79-D:4.

(b) The payment and collection procedures under RSA 79-D:9.

II. The commissioner of the department of cultural resources shall adopt such rules as may be applicable under the authority of RSA 227-C:5.

Source. 2002, 86:1, eff. July 2, 2002.

<http://www.gencourt.state.nh.us/rsa/html/indexes/79-D.html>

**N.H. RSA 79-D -DISCRETIONARY PRESERVATION EASEMENTS
FOR PRESERVING HISTORIC AGRICULTURAL STRUCTURES**

APPLICATION SUPPLEMENT: REPAIR AND MAINTENANCE PLAN
(Please be specific. Describe, with cost figures, any recent and/or planned repair work.)

New Hampshire Historic Agricultural Structures Advisory Committee
c/o New Hampshire Division of Historical Resources
19 Pillsbury Street
Concord, New Hampshire 03302-2043

Determining Eligibility for RSA 79-D Discretionary Preservation Easements For Preserving Historic Agricultural Structures

RSA 79-D:2 III: "Historic agricultural structure" means a barn or other structure, including the land necessary for the function of the building, currently or formerly used for agricultural purposes and as further defined by the advisory committee established under RSA 227-C:29.

As further defined by the Advisory Committee:

"Historic" shall mean agricultural structures which are at least 75 years of age. Exceptions may be made for newer structures if they are considered to be of exceptional significance or importance.

An illustrative list of "agricultural structures" which might qualify for a discretionary preservation easement is provided in Attachment 1. Local governing bodies may decide to include other related agricultural structures in accordance with local circumstances.

"Barn" shall mean a building constructed to shelter livestock, equipment, feed, or other farm products. It may be free-standing, or connected to one or more other structures.

"Land necessary for the function of the building" shall consist of the footprint of the building and of any ramps or banks which are or were needed to support the structure and its operations.

Guidelines:

In deciding whether to accept a discretionary preservation easement, RSA 79-D:3 establishes that the local governing body of the municipality shall determine whether the structure provides at least one of the following public benefits:

- (1) there is scenic enjoyment of the structure by the general public from a public way or from public waters;
- (2) it is historically important on a local, regional, state or national level, either independently or within an historic district; or
- (3) the structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed on or determined eligible for listing on the National Register of Historic Places, State Register of Historic Places, or locally designed historic district.

In addition, the law states that, in determining whether an historic agricultural structure demonstrates the necessary public benefit, the local governing body shall have reference to guidelines adopted by the Advisory Committee. The guidelines are outlined in Attachment 2.

Attachment 1: Illustrative List of Agricultural Structures

Attachment 2: Guidelines to Assist in Determining "Necessary Public Benefit"

*Determining Eligibility for RSA 79-D Discretionary Preservation Easements
For Preserving Historic Agricultural Structures*

Illustrative List of Agricultural Structures

The following are examples of buildings and structures which might qualify for a discretionary preservation easement. It is not intended to be a complete list. Local governing bodies may decide to include other related agricultural structures in accordance with local circumstances.

barn, separate or attached

silo

milk house

sugar house

carriage house

wagon shed

ice house

stable

corn crib

poultry barn or coop

well or spring house

blacksmith shop

piggery

granary

saw mill

cider mill

creamery

farrier or harness shop

hop house

equipment or machine shed

Delco house

grist mill

woodshed

farm stand

greenhouse

tool shed

windmill house

*Determining Eligibility for RSA 79-D Discretionary Preservation Easements
For Preserving Historic Agricultural Structures*

**Guidelines to Assist in Determining "Necessary Public Benefit"
To Qualify for a Discretionary Preservation Easement**

Public Interest and Benefit

Consider questions such as:

- Is it a familiar local landmark?
- Is it visible from a public road or from public waters? To what extent does it contribute to the scenic qualities of the community and region, thus benefiting local residents, visitors, and tourism?
- Is there interest or support for the structure's preservation?
Examples: owner/family maintenance efforts or commitment to preservation; structure surveyed by historical society; included in town preservation plan or historic district; offers of volunteer help with physical repairs, letter of support from local heritage commission or historical society?

Historic and Agricultural Significance

Consider the age of the structure and such questions as:

- Does it help tell the story of agriculture in the community or region?
- Is it a good representative of a type of barn?
- Is it now an unusual or rare surviving type of barn or outbuilding?
- Is it a good example of historic construction methods or materials?
- Does it retain its historic character?
- Is it part of a landscape or setting that retains its historic character?

Degree to Which Tax Relief will Help Preserve the Structure

Consider questions such as:

- Use and condition of structure; owner's investment over time.
- Plans for repair or renovation.
- Owner's use of, plans for, preservation tools such as conservation easements, investment tax credits, or local, state or national historic register listing.

Use of the Structure

Consider questions such as:

- Is the barn or other structure on a working farm or otherwise being used for agricultural purposes?
- If the structure has been adapted for other use, has the historic character of the structure been maintained?

Degree to which Building's Preservation reinforces other Local and State Goals and Policies, such as:

- Agricultural designations, e.g., Bicentennial, Farm of Distinction, Tree Farm, New England Green Pastures.
- Current Use (e.g., goals of maintaining the character of the state's landscape and conserving its resources).
- Scenic and Cultural Byways; Country Roads.
- Regional Plans and local Master Plans.

Town of Lee

EVALUATION FORM FOR DISCRETIONARY PRESERVATION EASEMENT PROGRAM (RSA 79-D)

Qualification Questions:

1. Is the structure at least 75 years old? Yes ___ No ___

See application for verification of age. Examples of supporting evidence are tax records and historic photographs.

- If "no" to the above, is the structure of exceptional significance or importance? Yes ___ No ___

See application for showing of significance by citing references to structure in published materials or by other means to support conclusion.

If "no" to both of the above, the structure does not qualify for a discretionary preservation easement.

2. Is the structure an "agricultural structure"? Yes ___ No ___

See NH Historic Agricultural Structures Advisory Committee guidelines attachment for examples.

If "no" to the above, the structure does not qualify for a discretionary preservation easement.

Evaluation:

1. Historic importance on a local, regional or national level:

___ Structure is listed or is eligible for listing in the National Register of Historic Places; or the structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed or eligible for listing in the National Register of Historic Places; or the structure is a "contributing" structure in the National Register of Historic Districts.

For properties eligible for listing, the applicant should submit documentation supporting such a determination.

____ Structure is listed or is eligible for listing in the New Hampshire Register of Historic Places or the structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed or eligible for listing in the New Hampshire Register of Historic Places.

For properties eligible for listing, the applicant should submit documentation supporting such a determination.

____ Structure is not listed, nor eligible for listing, in the National nor New Hampshire Registers, but is of state, regional or local importance.

Applicant should submit documentation supporting such a determination, such as a reference to the structure in a published work or inclusion in the Regional or Town Plans.

____ Structure is neither listed nor eligible for listing in the National nor New Hampshire Register, nor is it of state, regional or local importance, but in the opinion of the Board of Selectmen significantly reinforces local or state preservation goals due to it being an unusual or rare surviving type, good example of historic construction or materials, telling the story of agriculture in the community or being part of a landscape or setting that retains its historic character.

____ Structure is in the opinion of the Board of Selectmen not significant in the cultural history of the community.

Notes on historic/structural importance: _____

2. Condition of the structure (to be completed on a site visit):

____ In the opinion of the Board of Selectmen, structure is maintained in sound condition and retains its historic exterior appearance.

____ In the opinion of the Board of Selectmen, structure is able to be restored to sound condition and retain its historic exterior appearance.

____ In the opinion of the Board of Selectmen, structure is able to be restored to sound condition and may be restored to its historic exterior appearance.

____ In the opinion of the Board of Selectmen, structure can be restored to sound condition but may not be restored to its historic exterior appearance.

___ In the opinion of the Board of Selectmen, structure may not be able to be restored to sound condition nor to its historic exterior appearance.

See application for repair and maintenance plan. Review and evaluate for appropriateness and viability.

Notes on condition of structure (attach page if necessary):

3. Board of Selectmen's assessment of the public benefit to be gained if a discretionary easement were to be granted:

Approximate assessed valuation of the structure including the land necessary for the function of the structure:

Building	\$ _____
Land (___ square ft @ \$ _____ /square ft) (assuming structure is ___ ft by ___ ft, adding 5 ft on all sides gives ___ square ft)	\$ _____
Total	\$ _____
Abatement of ___ %	\$ _____

Kennard Barn LHC Inspection Visit Date March 26,2014

Map 7 Lot 5

164 Steppingstones Road

Lee, NH

The Ronald Kennard property is located at 164 Stepping Stones Road West. There is no doubt in my mind that these barns qualify as historic barns by date. There are two distinct attached structures. The earliest one being the one furthest away from the house, this structure will be the first one I describe. The structure is of post and beam construction. The dimensions are 19 feet wide by 30 feet deep. The heavy beams are 8 x 8 hand hewn, the exterior boarding on this building is vertically sawn boards that are edged. The interior of the barn, I'm sure has been altered many times over the years and its purpose has probably changed significantly during that time, I'm going to roughly estimate its construction to the mid-1700s. I believe it may be the oldest structure on the property. I'll go into more detail about the structure later in this document . The second structure is actually a connecting structure between the house and the first or earlier structure. Its dimensions are 18 x 26. The elevation of this building is pretty much the same as the first. However, it is approximately 4 feet lower than the house and is accessed from the porch of the house on the east side. Both barns have second-floor loft areas and can be accessed via separate stairways in each structure. I believe the significance of these structures is that they show a progressive change in the property. While the old one isn't an English style, it does show construction of the mid-1700s. It would be my guess that the house that went with that structure no longer exists and that that structure was connected to the house in the early 1800s, perhaps that date is relative to the 1840 date mentioned in the paperwork. Both these structures are significantly different from others that we've looked at in town over the last several years.

While these structures are in relatively sound condition, both structures need significant sill work done to them to help them into the future. The first floor on both the structures has been modified to be used to house automobiles. I'm sure that at one time, at least the older building had a floor. The foundation under these structures is small stone while the house is built of much more stable granite block. This of course has led to some of the sill damage. But above the sill, both buildings are sound. The ridgelines are relatively true, some of the windows have original glass in them, door hardware appears to be original and much of the interior of the second building appears to be as originally constructed. On what would be the north wall of the second building, there is an attached outhouse that appears to be in very good shape, An excellent example of the progress of the 1800s of having it attached directly to the house for access.

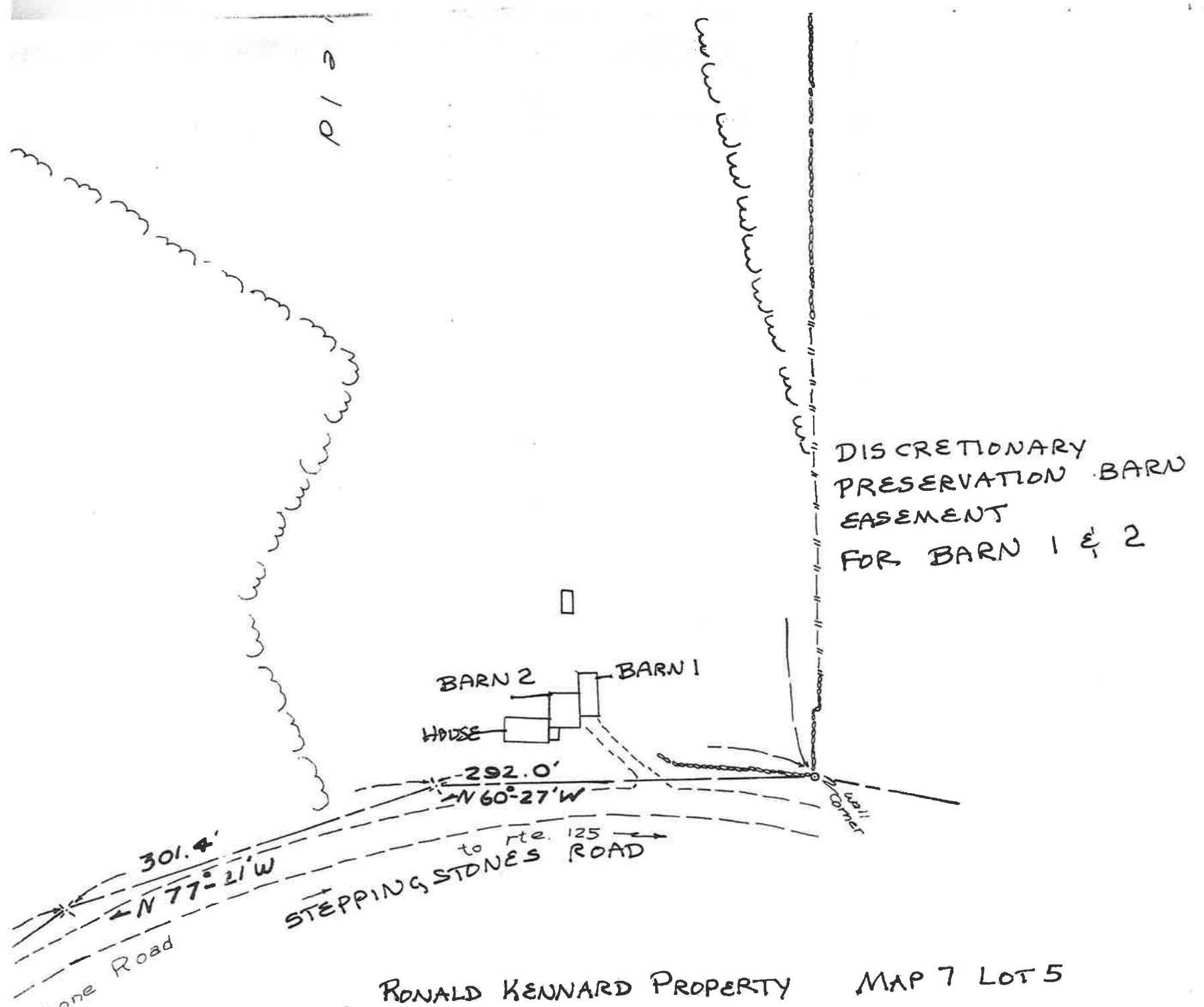
Let's go into some detail on Building One, entering from the road side of the building and facing the building. The doors to the extreme right is an interior sliding door . The structure of this door matches that of the slider in the other building, indicating it is newer, probably of the 1800s. Directly above and centered on the gable end is a six over six double hung window. This would be located high in the loft. There is also a window located over the top of the sliding door at a

normal height to the floor. This building is overlapped by a little more than a doors width with the second building, and goes back 30 feet to a stairway located in the right rear corner. The stairway goes approximately halfway up, and turns to the left to gain access to the loft. The stairway appears to be much more finished than it would have been in the original configuration of the barn. At the top of the stairway is located grain bins and a small access door to the outside of the barn on what would be the left side of the barn, which would allow for the storage of hay. Further down that wall is access that would drop hay to horse stalls below for feeding. The stairway area appears to be finished off much more than expected. Although I did not measure it ,the pitch of the roof is approximately an 8/12 pitch with 8 x 8 rafters and hewn, mortis and tenoned , with purlins and vertical boarding. All are in excellent shape. Wind braces and knee braces are all in place. Returning downstairs on the left side of the barn ,against the wall are remains of horse stalls. It would appear that there were stalls for three animals. While what remains of the stalls is relatively intact, the divider walls and I believe the flooring is not there. What remains indicates to me that it was built in the 1800s, not as part of the original structure. The exterior of the barn is clapboard. It has a shingled roof on it ,and other than damage to the back wall from an attached structure that no longer is sound. The back wall is wooden shingles, while the others are clapboard. This was common practice for the nonvisible, or back facing walls to be treated this way.

Now, more detail for the second structure. Looking at the second structure, from the roadside, there is an interior sliding door to the extreme right corner of the wall. As I said before, the structure is approximately 4 feet lower than the floor of the house and access is gained on this south facing wall from a door onto the porch. Entering through that door you have an option of going to the right and accessing the loft or going straight ahead down the stairs along the left wall and entering the attached outhouse. On that north wall there are three doors, first, the outhouse second and access to the back yard and third a door that leads directly into the first or older building. This building structure is typical 1800 2 x 4 framing. This framing is light construction in comparison to the post and beam structure. The floor: the joists and roof structure are also a similar framing ,dating this building to the mid-1840s or later. All framing and boards that are part of the original structure were sawn by a circular sawmill. The roof of this building has a complex framing for the gable end on the roadside, which faces East and 90° from the other barn or parallel to the house, while a second gable faces to the north, forming a double valley. This structure has a corrugated steel roof. Both the back or north wall and west wall are shingled. The outhouse iwall s clapboard, with a small window and the shed roof. It is vented up the north wall.

It would be very interesting to know more of the history of this property and how it relates to the land-use attached to it. These two structures that are attached to the house don't indicate a large agricultural operation. There was a separate large barn that burned and no longer exists. There were plans to replace it, but it was never built.

Dave Miner for the Lee Heritage Commission



DISCRETIONARY
PRESERVATION BARN
EASEMENT
FOR BARN 1 & 2

BARN 2
HOUSE
BARN 1

292.0'
N 60° 27' W

301.4'
N 77° 21' W

to rte. 125
STEPPING STONES ROAD

RONALD KENNARD PROPERTY

MAP 7 LOT 5







OWNER INFORMATION			SALES HISTORY				PICTURE
KENNARD, RONALD WILLIAM 164 STEPPING STONES ROAD LEE, NH 03861-6611			<u>Date</u>	<u>Book</u>	<u>Page</u>	<u>Type</u>	<u>Price Grantor</u>
			08/30/1995	1820	177	U I 38	KENNARD. WM. & ESTHER
LISTING HISTORY			NOTES				
07/19/11	JQ	1/4 = INT	WHT; BARNS ATT TO HSE; 26X20 BARN & 8X8 SHED & 8X8 EQP SHED ATT; BARN 30X16&6X4 SHED ATT; SCHRNHSE-VP;IN BACK LOT=LT FALLING DOWN & SHED W/ROOF COLLAPSED=DNPU-NV; 8X6 SHED HAS TARP FOR SIDES & ROOF-DNPU; BMU=LEDGE & DIRT; ROOF LEAKS; NEEDS EXT PAINT 07-11 ADJ OUTBLDGS, SKETCH				
10/22/07	CRCL						
07/09/07	CRDM						
01/14/03	LTRL						
08/19/02	JDRM						
08/04/87	IH						

EXTRA FEATURES VALUATION								MUNICIPAL SOFTWARE BY AVITAR			
<u>Feature Type</u>	<u>Units</u>	<u>Lngh x Width</u>	<u>Size Adj</u>	<u>Rate</u>	<u>Cond</u>	<u>Market Value</u>	<u>Notes</u>	LEE ASSESSING OFFICE			
BARN-2STY	600	30 x 20	87	19.00	50	4,959					
LEAN-TO	160	16 x 10	160	4.00	0	0					
FIREPLACE 1-STAND	1		100	3,000.00	100	3,000					
SHED-WOOD	252	12 x 21	123	7.00	40	868					
SHED-EQUIPMENT	64	8 x 8	310	8.00	10	159					
BARN-2STY	540	27 x 20	90	19.00	50	4,617					
SHED-WOOD	24	6 x 4	400	7.00	0	0					
SHED-WOOD	56	8 x 7	346	7.00	25	339					
13,900											
PARCEL TOTAL TAXABLE VALUE								<u>Year</u>	<u>Building</u>	<u>Features</u>	<u>Land</u>
								2012	\$ 89,100	\$ 13,900	\$ 105,318
								Parcel Total: \$ 208,318			
								2013	\$ 89,100	\$ 13,900	\$ 105,594
								Parcel Total: \$ 208,594			
								2014	\$ 89,100	\$ 13,900	\$ 105,594
								Parcel Total: \$ 208,594			

LAND VALUATION																	
Zone: RES				Minimum Acreage: 1.95				Minimum Frontage: 250				Site:		Driveway:		Road:	
<u>Land Type</u>	<u>Units</u>	<u>Base Rate</u>	<u>NC</u>	<u>Adj</u>	<u>Site</u>	<u>Road</u>	<u>DWay</u>	<u>Topography</u>	<u>Cond</u>	<u>Ad Valorem</u>	<u>SPI</u>	<u>R</u>	<u>Tax Value</u>	<u>Notes</u>			
1F RES	1.000 ac	70,000	H	130	100	100	100		100	91,000	0	N	91,000				
FARM LAND	500.000 ff	x 105	H	130					95		0	N	0	TOPO			
FARM LAND	32.500 ac	x 4,000	X	88					100		100	N	14,495				
WETLANDS	9.000 ac	x 4,000	X	88					10		100	N	99	WET			
42.500 ac													105,594				



OWNER
KENNARD, RONALD WILLIAM
 164 STEPPING STONES ROAD
 LEE, NH 03861-6611

TAXABLE DISTRICTS	
District	Percentage

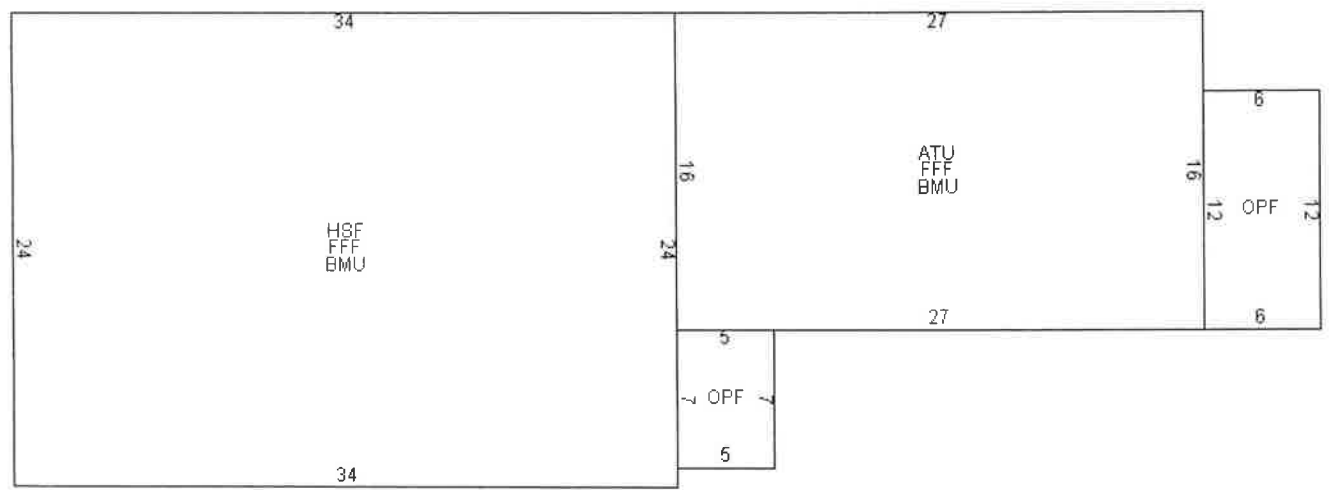
BUILDING DETAILS
 Model: 1.5 STORY FRAME CONVENTIOL
 Roof: GABLE OR HIP/METAL/TIN
 Ext: CLAP BOARD
 Int: PLASTERED
 Floor: LINOLEUM OR SIM/PINE/SOFT WD
 Heat: OIL/FA DUCTED
 Bedrooms: 4 Baths: 1.0 Fixtures:
 Extra Kitchens: Fireplaces:
 A/C: No Generators:
 Quality: A2 AVG+20
 Com. Wall:
 Size Adj: 1.0524 Base Rate: RSA 75.00
 Bldg. Rate: 1.1502
 Sq. Foot Cost: \$ 86.27

PERMITS

Date	Project ID	Permit Type	Notes

BUILDING SUB AREA DETAILS

ID	Description	Area	Adj.	Effect.
HSF	1/2 STRY FIN	816	0.50	408
FFF	FST FLR FIN	1248	1.00	1248
BMU	BSMNT	1248	0.15	187
OPF	OPEN PORCH FIN	107	0.25	27
ATU	ATTIC	432	0.10	43
		3,851		1,913



2011 BASE YEAR BUILDING VALUATION

Market Cost New:	\$ 165,035
Year Built:	1780
Condition For Age:	FAIR 46 %
Physical:	
Functional:	
Economic:	
Temporary:	
Total Depreciation:	46 %
Building Value:	\$ 89,100

TITLE V TAXATION

CHAPTER 79-D DISCRETIONARY PRESERVATION EASEMENTS

Section 79-D:1

79-D:1 Declaration of Public Interest. – It is hereby declared to be in the public interest to encourage the preservation of historic agricultural structures which are potentially subject to decay or demolition, thus maintaining the historic rural character of the state's landscape, sustaining agricultural traditions, and providing an attractive scenic environment for work and recreation of the state's citizens and visitors. It is further declared to be in the public interest to prevent the loss of historic agricultural structures due to property taxation at values incompatible with their preservation. The means for encouraging preservation of historic agricultural structures authorized by this chapter is the acquisition of discretionary preservation easements by town or city governments to assure preservation of such structures which provide a demonstrated public benefit.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:2

79-D:2 Definitions. – In this chapter:

I. "Discretionary preservation easement" means a preservation easement of an historic agricultural structure, including the land necessary for the function of the building, granted to a city or town for a term of 10 or more years.

II. "Public benefit" shall have the meaning described in RSA 79-D:3, II.

III. "Historic agricultural structure" means a barn or other structure, including the land necessary for the function of the building, currently or formerly used for agricultural purposes and as further defined by the advisory committee established under RSA 227-C:29.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:3

79-D:3 Qualifying Structures. –

I. Any owner of an historic agricultural structure who wishes to maintain the structure in a use consistent with the purposes of this chapter may apply to the governing body of the municipality in which the property is located to convey a discretionary preservation easement to the municipality.

II. A discretionary preservation easement shall be considered to provide a demonstrated public benefit if it provides at least one of the following public benefits:

(a) There is scenic enjoyment of the structure by the general public from a public way or from public waters.

(b) The structure is historically important on a local, regional, state, or national level, either independently or within an historic district.

(c) The structure's physical or aesthetic features contribute to the historic or cultural integrity of a property listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or locally designated historic district.

III. In determining whether an historic agricultural structure demonstrates the necessary public benefit to qualify for a discretionary preservation easement, the governing body shall have reference to guidelines adopted by the advisory committee established under RSA 227-C:29.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:4

79-D:4 Application Procedure. –

I. Any owner of an historic agricultural structure which meets the tests of public benefit in RSA 79-D:3, II may apply to the governing body to grant a discretionary preservation easement to the municipality, agreeing to maintain the structure in keeping with its historic integrity and character during the term of the easement.

II. No owner of an historic agricultural structure shall be entitled to have a particular structure classified for any tax year under the provisions of this chapter unless the owner has applied to the governing body on or before April 15 of the tax year on a form provided by the commissioner of the department of revenue administration. Such application shall include a map showing the location of the structure to be subject to the discretionary preservation easement, and a description of how the property meets the tests of public benefit in RSA 79-D:3.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:5

79-D:5 Approval, Denial. –

I. If, after a duly noticed public hearing, the governing body finds that the proposed preservation of such historic agricultural structure is consistent with the purposes of this chapter, it may take steps to acquire a discretionary preservation easement as provided in this chapter. In exercising its discretion, the local governing body may weigh the public benefit to be obtained versus the tax revenue to be lost if such an easement is granted. The governing body shall have no more than 60 days to act upon the application.

II. If the governing body denies the application to grant a discretionary preservation easement to the municipality, such denial shall be accompanied by a written explanation. The local governing body's decision may be appealed by using the procedures of either RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith, discrimination, or the application of criteria other than those set forth in RSA 79-D:3 and paragraph I of this section.

III. The easement shall be a burden upon the property and shall bind all transferees and assignees of such property. An easement granted pursuant to this subdivision shall not be assigned, transferred, or released by the municipality without the consent of the owner, except as provided in RSA 79-D:8.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:6

79-D:6 Terms; Recording. – Any preservation easement acquired by the municipality pursuant to this chapter shall be for a minimum of 10 years. The easement terms shall include the method of assessment pursuant to RSA 79-D:7 and the terms of renewal pursuant to RSA 79-D:8, III. The local governing body shall provide for the recording of such easements with the register of deeds. Any costs of recording shall be the responsibility of the applicant.

Source. 2002, 86:1. 2007, 27:2, eff. Jan. 1, 2008.

Section 79-D:7

79-D:7 Assessment of Property Subject to Discretionary Preservation Easement. –

I. The method of assessment of discretionary preservation easement structures shall be included as a term of the agreement in any discretionary preservation easement acquired by a municipality. Assessment shall fall within a range, one end of which shall be 75 percent of the full value assessment; the other end of the range shall be 25 percent of said full value assessment.

II. The local governing body shall have the discretion to set the value of the discretionary preservation easement at a level within this range which it believes reflects the public benefit conferred by the property under the criteria set forth in RSA 79-D:3, II. The assessment shall not be increased because the owner undertakes maintenance and repairs designed to preserve the structure.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:8

79-D:8 Release of Easement, Expiration, Renewal, Consideration. –

I. Any property owner who has granted a discretionary preservation easement to a municipality pursuant to the terms of this chapter, after the effective date of this chapter, may apply to the local governing body of the municipality in which the property subject to a discretionary preservation easement is located for a release from such easement upon a demonstration of extreme personal hardship. Upon release from such easement, a property owner shall pay the following consideration to the tax collector of the municipality:

(a) For a release within the first half of the duration of the easement, 20 percent of the full value assessment of such structure and land under RSA 75:1.

(b) For a release within the second half of the duration of the easement, 15 percent of the full value assessment of such structure and land under RSA 75:1.

II. [Repealed.]

III. Upon the expiration of the terms of the discretionary easement, the owner may apply for a renewal, and the owner and local governing body shall have the same rights and duties with respect to the renewal application as they did with respect to the original application; provided, however, that at the time of the original granting of the discretionary preservation easement, the parties may include, as a term of the agreement, a provision for automatic renewal for the same term as the original. Such a provision may include the specification of the manner in which the tax assessment on the property for the next term is to be determined at the time of renewal.

IV. The tax collector shall issue a receipt to the owner of such property and a copy to the local governing body for the sums paid. The local governing body shall, upon receiving a copy of the above-mentioned consideration, execute a release or renewal of the easement to the owner who shall record such a release or renewal. A copy of such release or renewal shall also be sent to the local assessing officials if they are not the same parties executing the release or renewal.

V. In the event that the structure is destroyed by fire, storm, or other unforeseen circumstance not

within the control of the property owner, the preservation easement shall be released without penalty.

VI. If, during the term of the preservation easement, the owner shall fail to maintain the structure in conformity with the agreement, or shall cause the structure(s) to significantly deteriorate or be demolished or removed, the preservation easement shall be terminated and a penalty assessed in accordance with RSA 79-D:8, I(a) and (b).

Source. 2002, 86:1. 2007, 27:1, eff. Jan. 1, 2008.

Section 79-D:9

79-D:9 Payment; Collection. –

I. If a consideration is due under RSA 79-D:8, I, the assessed value shall be determined as of the actual date of the release or expiration. Any consideration is in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the release or expiration.

II. Any consideration shall be due and payable by the owner at the time of release or expiration to the municipality in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner at the time of release or expiration to the county in which the property is located. Moneys paid to a county under this chapter shall be used to pay for the cost of services provided in RSA 28:7-a and RSA 28:7-b. Any consideration shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the consideration due, which shall provide a description of the property, the discretionary preservation easement, the full value assessment under RSA 75:1, and the amount payable.

(b) The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the consideration along with a special tax warrant authorizing the collector to collect the consideration under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of tax. Such bill shall be mailed within 12 months of the release or expiration.

(d) Payment of the consideration shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any consideration not paid within the 30-day period.

Source. 2002, 86:1. 2007, 27:3, eff. Jan. 1, 2008.

Section 79-D:10

79-D:10 Exemption for Eminent Domain. – If any of the property which is subject to a discretionary preservation easement is condemned by any governmental agency or is acquired through eminent domain proceedings, the local governing body shall execute a release of the easement to the owner. None of the liquidated consideration provisions of RSA 79-D:8, I shall be applicable to releases granted pursuant to this section.

Source. 2002, 86:1. 2007, 27:4, eff. Jan. 1, 2008.

Section 79-D:11

79-D:11 Local Preservation Easement Programs. – This chapter shall not be construed to limit the development of any other state, county, town, or city easement program for preservation, conservation, or other purposes.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:12

79-D:12 Lien for Unpaid Taxes. – The real estate of every person shall be held for the taxes levied pursuant to RSA 79-D:8.

Source. 2002, 86:1, eff. July 2, 2002.

Section 79-D:13

79-D:13 Enforcement. – All taxes levied pursuant to RSA 79-D:8 which are not paid when due shall be collected in the same manner as provided in RSA 80.

Source. 2002, 86:1. 2004, 203:14, eff. June 11, 2004.

Section 79-D:14

79-D:14 Rulemaking. –

I. The commissioner of the department of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to:

- (a) The application procedures under RSA 79-D:4.
- (b) The payment and collection procedures under RSA 79-D:9.

II. The commissioner of the department of cultural resources shall adopt such rules as may be applicable under the authority of RSA 227-C:5.

Source. 2002, 86:1, eff. July 2, 2002.

Warrant Article 7: Kennard Property Purchase

A Rare Land Protection Opportunity: Many Values are Part of Kennard Property

The town is putting before voters an exciting prospect for land protection: the Kennard land at 164 Stepping Stones Road. This 42.5 acre parcel has frontage on both shores of the Oyster River; its soils include a large portion of prime agricultural soils; the parcel would enhance an existing enclave of open space habitat with abutting and nearby land; and there is a rich historical legacy with the families that farmed the land. There is a Langley family cemetery on the property. Mr. Kennard will retain ownership of his house, sheds, and the approximately 2 acres on which they sit. The remaining 40.5 acres, more or less, of agricultural fields, forest, and wetland along the Oyster River will be purchased by the town for the purposes of conservation of open spaces. The wildlife habitats, forest, agricultural lands, and riverside wetlands of the property will be protected long-term for open space, active agriculture and forestry, water quality, and the scenic enjoyment by members of the public.



Photo Credit: Dick Weyrick

Ronald Kennard has expressed the desire to insure the permanent protection of the land. During a walk on the land with Conservation Commission members in November, Ron described in detail his memories of the many features of the landscape, and the love for the land that he inherited from his parents. Other family-owned land in Nottingham has already been transferred and permanently protected; he is now ready for this step for his Lee property.

The parcel contains two features that have carried especially high priority in the town's continuing program of land protection: river frontage and prime agricultural soils (approximately 20 acres). Other portions of the lot include a fine stand of eastern white pine. Much of the previously farmed portion now supports dense shrubs, considered to be good habitat for New England cottontail rabbits, endangered in N.H., as well as other species requiring early successional habitat.



Photo Credit: Dick Weyrick

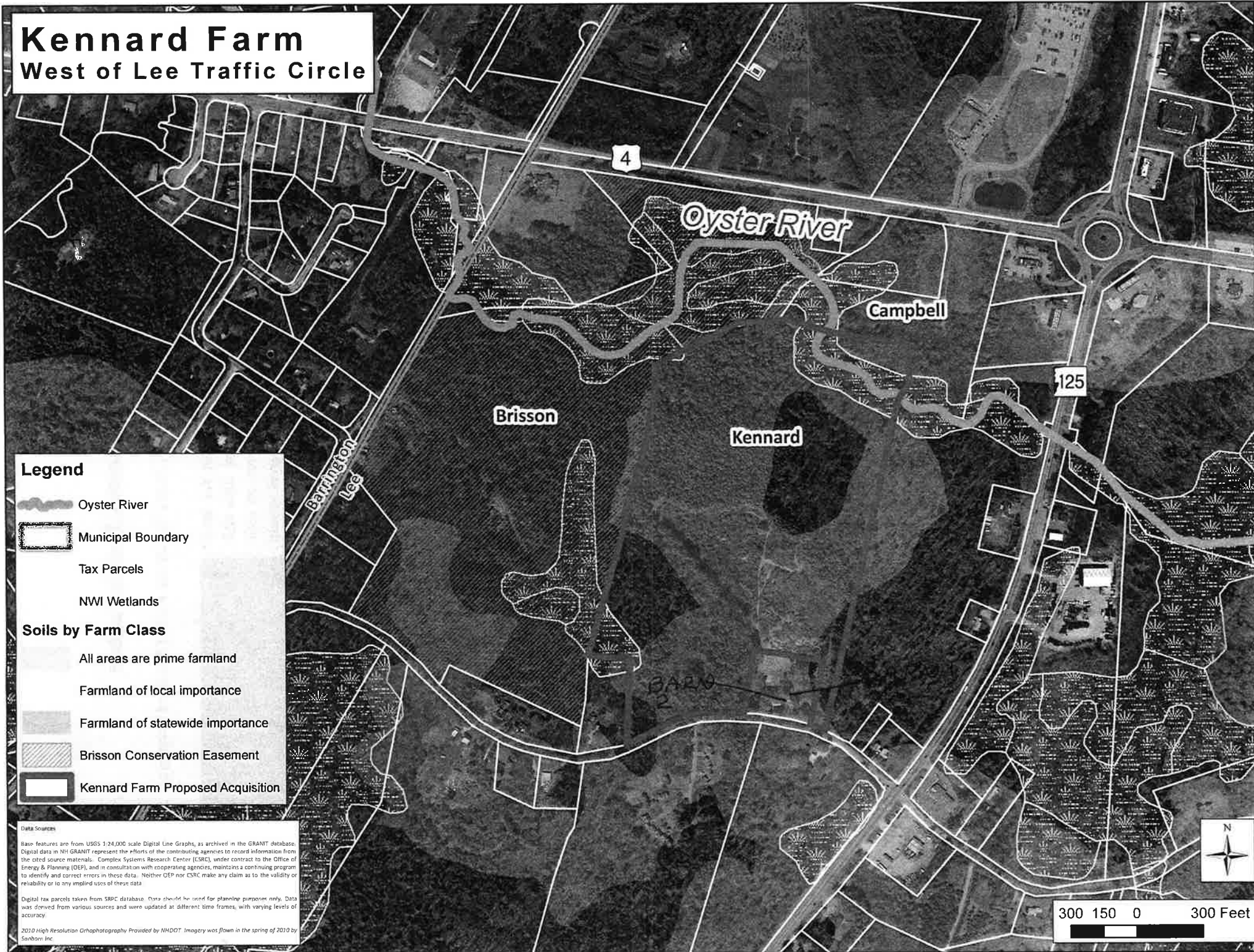
The abutting property to the west (Brisson) contains 42 acres protected by a conservation easement, which is held by the Natural Resources Conservation Service. This land also has frontage on both sides of the Oyster River.

Protection of the Oyster River has been a high priority for both the Lee Conservation Commission and the Oyster River Watershed Association. The Oyster River supplies water to the town of Durham and the University of New Hampshire. Other committees interested in this property are the Lee Agricultural Commission for its prime agricultural soils and the Lee Heritage Commission for the rich local history of both the Kennard and Langley families.

The cost of the acquisition is \$180,000, which includes transaction costs up to \$8,000. The funds are to come from the Land Use Change Tax Fund. **No new tax monies will be required.**

Kennard Farm

West of Lee Traffic Circle



Legend

- Oyster River
- Municipal Boundary
- Tax Parcels
- NWI Wetlands

Soils by Farm Class

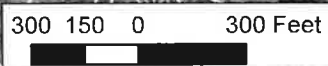
- All areas are prime farmland
- Farmland of local importance
- Farmland of statewide importance
- Brisson Conservation Easement
- Kennard Farm Proposed Acquisition

Data Sources

Base features are from USGS 1:24,000 scale Digital Line Graphs, as archived in the GRANT database. Digital data in NH GRANIT represent the efforts of the contributing agencies to record information from the cited source materials. Complex Systems Research Center (CSRC), under contract to the Office of Energy & Planning (OEP), and in consultation with cooperating agencies, maintains a continuing program to identify and correct errors in these data. Neither OEP nor CSRC make any claim as to the validity or reliability or to any implied uses of these data.

Digital tax parcels taken from SRPC database. Data should be used for planning purposes only. Data was derived from various sources and were updated at different time frames, with varying levels of accuracy.

2010 High Resolution Orthophotography Provided by NHDOT. Imagery was flown in the spring of 2010 by Sanborn Inc.



MAP 7 LOT 5



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: May 12, 2014

Agenda Item No. 7b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
5/12/2014

Agenda Item Title: Lacrosse Goals at Little River Park

Requested By: Nick Scuderi, ORYA

Date: 5/8/2014

Contact Information: 603-868-5150

Presented By: Julie Glover, Town Administrator

Description: Discuss the request from ORYA to keep the Lacrosse goals in place for the spring season at LRP.

Financial Details: N/A

Legal Authority NH RSA 35-B and Memorandum of Understanding between Town of Lee and Oyster River Youth Association for the Maintenance of Fields

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to amend the first sentence of Section 4C to read "All user-owned equipment, materials and gear shall be removed from the site after each use EXCEPT the Lacrosse goals which may remain in place for the spring season."

Julie Glover

From: Nick Scuderi <nick@oryarec.org>
Sent: Wednesday, May 07, 2014 12:09 PM
To: 'Julie Glover'; 'Randy Stevens'; 'Larry Kindberg'; 'Dave Cedarholm'; 'Joe Hannon'; 'Mark Kustra'; 'Vidya Sundar'; 'Carole Dennis'; sbugby@leenh.org; 'Ben Genes'; 'Mike Gamache'
Subject: A request as a result of last night's meeting
Expires: Thursday, June 11, 2015 12:00 AM

All,

Mike informed me of what occurred at the meeting last night. I am glad to hear that the rec. commission and board of selectman are working to further recreation in the town of Lee. We have continued to see improvements at Little river park. If ORYA can assist with either of these missions in anyways other than we are currently, please let us know.

As stated in the MOU, user owned equipment must be removed after each use. We would like to request that the goals be allowed to remain in place until the end of the season. Some of our groups are made up 7 and 8 year olds and it would be a large inconvenience to remove and replace daily. As the primary users of the multipurpose field during this period of time we are hoping you approve this request. We are happy to make sure that the goals do not remain on the fields after the season and are removed and stored for any special events that may occur during the season.

I appreciate your consideration and look forward to continuing to work with all of you.

Thanks,



Nicholas A. Scuderi
Oyster River Youth Association
P: 603.868.5150
F: 603.868.9816
www.oryarec.org

MEMORANDUM OF UNDERSTANDING
BETWEEN THE OYSTER RIVER YOUTH ASSOCIATION AND THE TOWN OF LEE
FOR THE MANAGEMENT OF RECREATIONAL FIELDS

This Memorandum of Understanding ("MOU"), made and entered into this 11 day of March 2014, by and between the Town of Lee ("TOWN"), a municipal corporation whose address is 7 Mast Road, Lee, NH 03861 and the Oyster River Youth Association ("ORYA") a 501 (C)(3) non-profit organization, whose address is 2 Dover Road, Durham, NH 03824. This MOU supports the Town's management and/or scheduling of athletic fields and/or facilities.

WITNESSETH:

WHEREAS, the parties are mutually interested in supporting adequate programs and facilities for the community in the area of athletics and recreation; and

WHEREAS, it is understood that cooperative efforts can eliminate unnecessary duplication of services, reduce overall park and recreation costs, and can more effectively meet the educational, recreational, and leisure time needs of the Town of Lee and ORYA; and

WHEREAS, the governing bodies of the Town and ORYA are authorized to enter into agreements with each other and to do all things necessary to meet the respective obligations of their organizations; and

WHEREAS, the Town owns recreational playing fields and ORYA has the experience to manage recreational facilities and its mission is to provide recreational programs to the youth of Durham, Lee, and Madbury; and because it is in the best interest of the community and of both the Town and ORYA to provide the best service possible to meet their respective obligations with the least expenditure of public funds and resources, cooperation between the Town and ORYA is necessary and will benefit both organizations; and

WHEREAS, the Town has determined that some of the recreational needs of the community could be better met if the management of its playing fields was assigned to ORYA and ORYA has the desire and capacity to do so; and

WHEREAS, ORYA shall act as the coordinator for scheduling of non-Town or Recreation Commission use of the playing fields at Little River Park and the Town Field at Mastway School, and the mowing of said fields, commencing upon the execution of this MOU.

NOW THEREFORE,

Section 1 - PURPOSE

A. The purpose of this MOU is the maintenance, scheduling and operation of the Town's recreational playing fields. The parties agree that the fields are intended to be used jointly by the Town, community groups, ORYA, and other non-profit sports leagues. In planning programs and scheduling

SECTION 4 – MAINTENANCE

A. ORYA shall be responsible for the mowing and general maintenance of the playing fields to a standard traditionally provided to serve recreational athletic use, including the maintenance of the dirt portions of the baseball fields. The Town remains responsible for fertilization, over seeding and ensuring that the irrigation system is maintained in good, working order. All of that notwithstanding, both parties agree to work collaboratively to ensure that the fields are maintained in optimal condition.

B. Trash and garbage cleanup is the responsibility of the party using the property. ORYA shall ensure that the fields and surrounding areas are left clean immediately after each use.

C. All user-owned equipment, materials and gear shall be removed from the site after each use. Failure to do so may result in the Town removing and storing the items with the cost for removal being assessed to the owner(s).

SECTION 5 – TERM OF AGREEMENT

A. The first term of the joint operation program described in this MOU is considered a pilot program. It enables the parties to try out the arrangement and evaluate whether it works and is beneficial to both parties. The first term of the Agreement shall be from 4/1 2014 to 12/31 2014. At any time during this period, for any reason or no reason, either party may, by one month's written notice, terminate the agreement.

B. Contingent upon the satisfactory results of a joint evaluation of the pilot program, the Town and ORYA shall have the option of mutually extending the agreement and any amendments mutually agreed to by the parties until such time as one or the other desires to terminate the program. Any such termination must be by three month's written notice. The terms and conditions set forth herein may be modified by mutual consent to reflect changed conditions and/or preferences.

SECTION 6 – INSURANCE AND INDEMNIFICATION

A. ORYA agrees to protect, defend, hold harmless, indemnify, and defend the Town of Lee, its officers, employees, and agents from any costs, claims, judgments, awards or liability for damages arising out of or in any way resulting from the use, maintenance or operation of Town-owned fields when such facilities are being, or have been, used pursuant to an ORYA program or assignment contemplated by this MOU.

B. ORYA agrees to provide a Certificate of Insurance to the Town with an endorsement demonstrating that the Town of Lee and its officials, agents, volunteers and employees are named as an additional insured in accordance with the Town's Insurance Requirements (Appendix B).

C. ORYA agrees to ensure that all non-ORYA or Town-sponsored users of the field (such as outside sports leagues) provide a Certificate of Insurance, with an endorsement demonstrating that the Town of Lee and its officials, agents, volunteers and employees are named as an additional insured in accordance

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources Inc.
Contracted Assessor's Agents

DATE: May 5, 2014

RE: Richard Diberto
Diane Monti
133 Spinnaker Way
Portsmouth, NH 03801

Property Tax Map 22 Lot 4
Address: 25 Harvey Mill Road

Tax Year: 2013
Assessment: \$217,095

The subject is a cape style home situated on a 22.8-acre parcel of which all but one acre is enrolled in the State's current use program. The reason for the request was the applicant's opinion regarding the overall condition and statement of inability to pay. Property was inspected by my associate and found to have deferred maintenance and be in need of repairs. Also outbuildings were found to be in an inferior condition to that listed. After adjustments and corrections, assessment is reduced \$48,100 from \$217,095 to \$168,995 and it is recommended that an abatement in the amount of \$1,383 plus any applicable interest be granted.

Abatement Granted

Abatement Denied

Dated _____

OWNER INFORMATION			SALES HISTORY				PICTURE
MONTI, DIANE DIBERTO, RICHARD R 133 SPINNAKER WAY PORTSMOUTH, NH 03801			Date	Book	Page	Type	Price Grantor
			07/17/1998			U I 77	DIBERTO, MARY HEIRS
			06/12/1963	763	273	Q I	1 GOOCH, OSCAR & IRENE
LISTING HISTORY			NOTES				
03/31/14	JQ	ABATEMENT-INT	WHITE; BMU-DIRT & VERY WET-HSE INT CEILG NEED REPAIR; BRNS ATT TO HSE & STOR & SHED; RICHARD DIBERTO HAS A LIFE ESTATEV 7/17/98 & 9/3/98 PROBATE DOCKET #1997-0652; ALL XFOB'S EST FENCED IN YARD; SHED-W 13X9 IS ACTUALLY MADE OF CINDER BLCKS; ROOF LEAKS. 7/13- APPEARS NDS MAINTENANCE SO ADJ COND TO FAIR, YURT NEAR BARN NV. 3/14- FUNC. DEP. FOR ADDITIONAL REPAIRS/RENO'S NEEDED. PUMP HSE AT BOTTOM OF HILL IS NV.				
07/01/13	JQ	1/4 R- EXT					
10/23/07	CRCL						
07/26/07	CRDM						
01/31/03	TMCL						
06/26/02	TMRM						
08/18/87	BH						

EXTRA FEATURES VALUATION								MUNICIPAL SOFTWARE BY AVITAR			
Feature Type	Units	Lngh x Width	Size Adj	Rate	Cond	Market Value	Notes	LEE ASSESSING OFFICE			
FIREPLACE 1-STAND	2		100	3,000.00	100	6,000	1ST FLR WD STV				
BARN-1STY/LOFT/BSMNT	2,772	66 x 42	66	22.00	40	16,100	MTL ROOF, OLD				
SHED-EQUIPMENT	216	18 x 12	134	8.00	25	579	LOW CEILING CARPRT				
SILO-WOOD	540	30 x 18	100	22.00	20	2,376					
SHED-WOOD	117	13 x 9	197	7.00	50	807	CINDER BLOCKS				
SHED-WOOD	112	14 x 8	203	7.00	10	159	WHITE(MAY REMV IT)				
						26,000					
								PARCEL TOTAL TAXABLE VALUE			
Year	Building	Features	Land								
2012	\$ 116,200	\$ 27,900	\$ 72,943								
		Parcel Total: \$ 217,043									
2013	\$ 116,200	\$ 27,900	\$ 72,995								
		Parcel Total: \$ 217,095									
2014	\$ 70,000	\$ 26,000	\$ 72,995								
		Parcel Total: \$ 168,995									

LAND VALUATION													
Zone: RES Minimum Acreage: 1.95 Minimum Frontage: 250				Site:				Driveway:				Road:	
Land Type	Units	Base Rate	NC Adj	Site	Road	DWay	Topography	Cond	Ad Valorem	SPI	R	Tax Value	Notes
1F RES	1.000 ac	70,000	E 100	100	100	100		100	70,000	0	N	70,000	
FARM LAND	500.000 ff	x 105	E 100					100		0	N	0	
FARM LAND	20.800 ac	x 4,000	X 93					100		26	N	2,812	
UNMNGD PINE	1.000 ac	x 4,000	X 93					100		95	N	183	
												22.800 ac	72,995



OWNER
MONTI, DIANE
 DIBERTO, RICHARD R
 133 SPINNAKER WAY

 PORTSMOUTH, NH 03801

TAXABLE DISTRICTS	
District	Percentage

BUILDING DETAILS
 Model: 1 STORY FRAME CAPE
 Roof: GABLE OR HIP/ASPHALT
 Ext: CLAP BOARD
 Int: PLASTERED
 Floor: PINE/SOFT WD
 Heat: OIL/HOT WATER
 Bedrooms: 2 Baths: 1.5 Fixtures: 5
 Extra Kitchens: Fireplaces:
 A/C: No Generators:
 Quality: A0 AVG
 Com. Wall:
 Size Adj: 1.0288 Base Rate: RSA 75.00
 Bldg. Rate: 0.9774
 Sq. Foot Cost: \$ 73.30

PERMITS

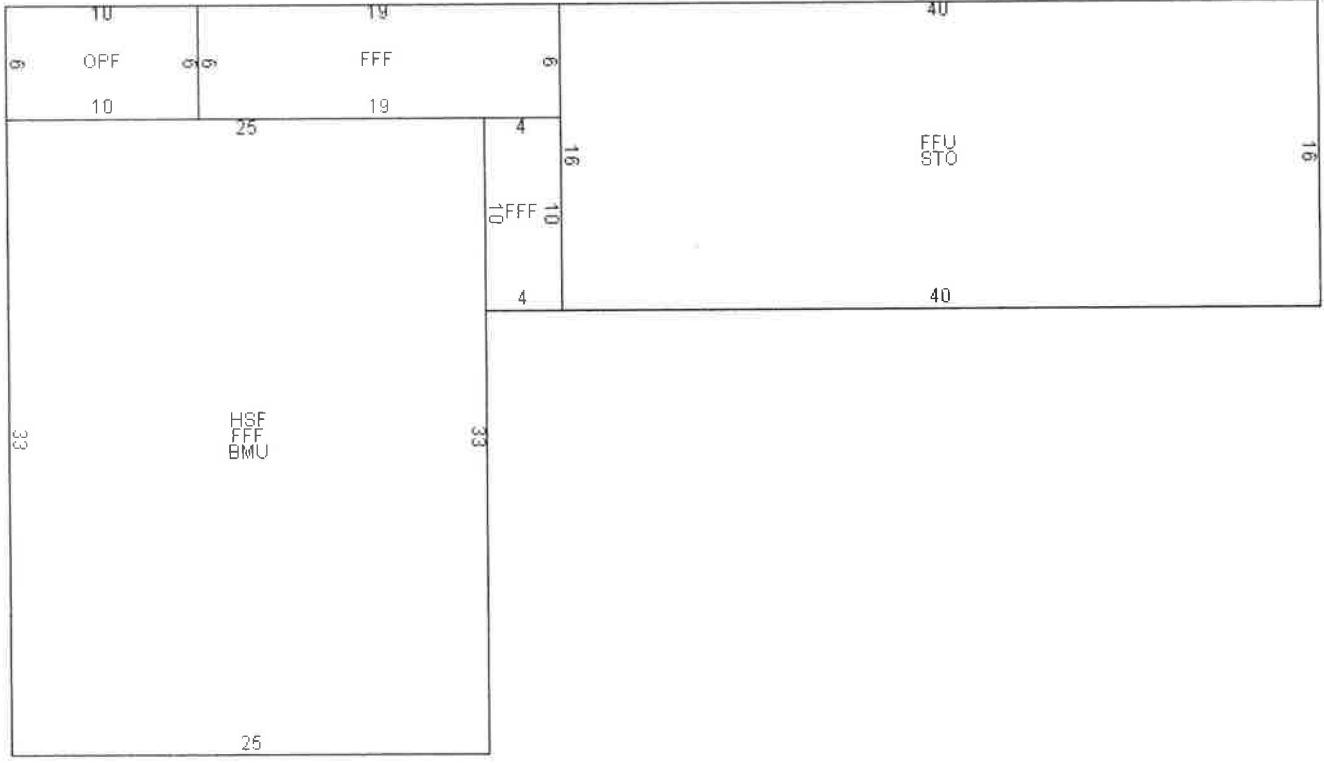
Date	Project ID	Permit Type	Notes

BUILDING SUB AREA DETAILS

ID	Description	Area	Adj.	Effect.
FFU	FST FLR UNFIN	640	0.60	384
BMU	BSMNT	825	0.15	124
STO	STORAGE AREA	640	0.25	160
OPF	OPEN PORCH FIN	60	0.25	15
HSF	1/2 STRY FIN	825	0.50	413
FFF	FST FLR FIN	979	1.00	979
		3,969		2,075

2011 BASE YEAR BUILDING VALUATION

Market Cost New:	\$ 152,098
Year Built:	1845
Condition For Age:	FAIR 39 %
Physical:	
Functional:	REPAIRS 15 %
Economic:	
Temporary:	
Total Depreciation:	54 %
Building Value:	\$ 70,000





TOWN OF LEE, NH
SECTION 6:16 ABATEMENT APPLICATION TO MUNICIPALITY

TAX YEAR APPEALED 2013

INSTRUCTIONS

1. Complete the application by typing or printing legibly in ink. **This application does not stay the collection of taxes; taxes should be paid as assessed. If an abatement is granted, a refund with interest will be made.**
2. File this application with the municipality by the deadline (see below). Date of filing is the date this form is either hand delivered to the municipality, postmarked by the post office, or received by an overnight delivery service.

DEADLINES: The “notice of tax” means the date the board of tax and land appeals (BTLA) determines the last tax bill was sent by the municipality. (If your municipality bills twice annually, you must apply after the bill that establishes your final tax liability and not before.)

Step One: Taxpayer must file the abatement application with the municipality by March 1 following the notice of tax.

Step Two: Municipality has until July 1 following the notice of tax to grant or deny the abatement application.

Step Three: Taxpayer may file an appeal either at the BTLA (RSA 76:16-a) or in the superior court (RSA 76:17), but not both. An appeal must be filed:

- 1) **no earlier than:** a) after receiving the municipality’s decision on the abatement application; or b) July 1 following the notice of tax if the municipality has not responded to the abatement application; and
- 2) **no later than** September 1 following the notice of tax.

EXCEPTION: If your municipality’s final tax bill was sent out after December 31 (as determined by the BTLA), the above deadlines are modified as follows (RSA 76:1-a; RSA 76:16-d, II):

Step One: 2 months after notice of tax;

Step Two: 6 months after notice of tax; and

Step Three: 8 months after notice of tax.

FORM COMPLETION GUIDELINES:

1. **SECTION E.** Municipalities may abate taxes “for good cause shown.” RSA 76:16. Good cause is generally established by showing an error in the assessment calculation or a disproportionate assessment. Good cause can also be established by showing poverty and inability to pay the tax.
2. **SECTION G.** If the abatement application is based on disproportionate assessment, the taxpayer has the burden to show how the assessment was disproportionate. To carry this burden the taxpayer must show: a) what the property was worth (market value) on the assessment date; and b) the property’s “equalized assessment” exceeded the property’s market value. To calculate the equalized assessment, simply divide the assessment by the municipality’s equalization ratio (assessment ÷ ratio). Because a property’s market value is a crucial issue, taxpayers must have an opinion of the market value estimate. This value estimate can be shown by obtaining an appraisal or presenting sales of comparable properties.
3. **SECTION H.** The applicant(s) must sign the application even if a representative (e.g. Tax Representative, Attorney, or other Advocate) completes Section I.
4. Make a copy of this document for your own records.

FOR MUNICIPALITY USE ONLY:	
Town File No.:	<u>2013-34</u>
Taxpayer Name:	<u>DIBERTO</u>

RSA 76:16 ABATEMENT APPLICATION TO MUNICIPALITY

SECTION A. Party(ies) Applying (Owner(s)/Taxpayer(s))

Name(s): RICHARD DIBERTO

Mailing Address: 25 HARVEY MILL RD LEE N.H. 03861

Telephone Nos.: (Home) 603-5126 (Cell) _____ (Work) _____ (Email) _____

Note: If an abatement is granted and taxes have been paid, interest on the abatement shall be paid in accordance with RSA 76:17-a. Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to the payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat the social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A.

SECTION B. Party's(ies)' Representative if other than Person(s) Applying (Also Complete Section A)

Name(s): _____

Mailing Address: _____

Telephone Nos.: (Home) _____ (Cell) _____ (Work) _____ (Email) _____

SECTION C. Property(ies) for which Abatement is Sought

List the tax map and lot number, the actual street address and town of each property for which abatement is sought, a brief description of the parcel, and the assessment.

<u>Town Parcel ID#</u>	<u>Street Address/Town</u>	<u>Description</u>	<u>Assessment</u>
<u>022-004-000</u>	<u>25 HARVEY MILL RD</u>	<u>HOUSE and BARN</u>	<u>\$204,195</u>

SECTION D. Other Property(ies)

List other property(ies) in the municipality owned in the same name(s), even if abatements for the other property(ies) have not been sought. The taxpayer's entire real property estate must be considered in determining whether the appealed property(ies) is (are) disproportionately assessed.

<u>Town Parcel ID#</u>	<u>Street Address/Town</u>	<u>Description</u>	<u>Assessment</u>
<i>NONE</i>			

SECTION E. Reasons for Abatement Application

RSA 76:16 provides that an abatement may be granted for "good cause shown." "Good cause" generally means: 1) establishing an assessment is disproportionate to market value and the municipality's level of assessment; or 2) establishing poverty and inability to pay the tax. This form can be utilized for either basis of requesting an abatement. The taxpayer has the burden to prove good cause for an abatement.

- 1) If claiming disproportionality, state with specificity all the reasons supporting your application. Statements such as "taxes too high," "disproportionately assessed" or "assessment exceeds market value" are insufficient. Generally, specificity requires the taxpayer to present material on the following (all may not apply):
 - 1. physical data – incorrect description or measurement of property;
 - 2. market data – the property's market value on the April 1 assessment date, supported by comparable sales or a professional opinion of value; and/or
 - 3. level of assessment – the property's assessment is disproportionate by comparing the property's market value and the town-wide level of assessment.

Note: If you have an appraisal or other documentation, please submit it with this application.

- 2) If claiming poverty or inability to pay, state in detail why abatement of taxes is appropriate as opposed to some other relief such as relocating, refinancing or obtaining some alternative public assistance. Ansara v. City of Nashua, 118 N.H. 879 (1978).

(Attach additional sheets if needed.)

*INABILITY TO PAY, PROPERTY RUN DOWN, ROOFING, WELL HOUSE,
OUTBUILDINGS GENERAL REPAIR NEEDS,*

SECTION F. Taxpayer's(s)' Opinion of Market Value

State your opinion of the market value of the property(ies) appealed.

Town Parcel ID# _____ Appeal

Town Parcel ID# _____ Appeal

Explain the basis for your value opinion(s). (Attach additional sheets if needed.)

- Beckman - 22-001-100
= \$74 (CU).

- Munger-Norney - 28 High Rd
2.07 Ac's! \$206,300
RES/LB

- Mills - 10-205-400
1.08 Ac's, \$185,200
RES/LB

3/3/14 JB

SECTION G. Sales, Rental and/or Assessment Comparisons

List the properties you are relying upon to show overassessment of your property(ies). If you are appealing an income producing property, list the comparable rental properties and their rents. (Attach additional sheets if needed.)

Town Parcel ID#	Street Address	Sale Price/Date of Sale	Rents	Assessment
	Beckman Property	RK152		
	MUNGER-NORNEY	HIGH RD		
	DICK MILLS	MITCHELL RD		

SECTION H. Certification by Party(ies) Applying

Pursuant to BTLA Tax 203.02(d), the applicant(s) **MUST** sign the application. By signing below, the Party(ies) applying certifies (certify) and swear(s) under the penalties of RSA ch. 641 the application has a good faith basis, and the facts stated are true to the best of my/our knowledge.

Date: 2-28-14

Richard D. Beets
(Signature)

(Signature)

SECTION I. Certification and Appearance by Representative (If Other Than Party(ies) Applying)

By signing below, the representative of the Party(ies) applying certifies and swears under penalties of RSA ch. 641:

1. all certifications in Section H are true;
2. the Party(ies) applying has (have) authorized this representation and has (have) signed this application; and
3. a copy of this form was sent to the Party(ies) applying.

Date: _____
_____ (Representative's Signature)

SECTION J. Disposition of Application* (For Use by Selectmen/Assessor)

*RSA 76:16, II states: the municipality "shall review the application and shall grant or deny the application in writing by July 1 after notice of tax date"

Abatement Request: GRANTED _____ Revised Assessment: \$ _____ DENIED _____

Remarks:

Date: _____

(Selectmen/Assessor Signature)

(Selectmen/Assessor Signature)

(Selectmen/Assessor Signature)

(Selectmen/Assessor Signature)

OWNER INFORMATION	SALES HISTORY	PICTURE																		
MONTI, DIANE DIBERTO, RICHARD R 133 SPINNAKER WAY PORTSMOUTH, NH 03801	<table border="1"> <thead> <tr> <th>Date</th> <th>Book</th> <th>Page</th> <th>Type</th> <th>Price</th> <th>Grantor</th> </tr> </thead> <tbody> <tr> <td>07/17/1998</td> <td></td> <td></td> <td>U I 77</td> <td></td> <td>DIBERTO, MARY HEIRS</td> </tr> <tr> <td>06/12/1963</td> <td>763</td> <td>273</td> <td>Q I</td> <td></td> <td>1 GOOCH, OSCAR & IRENE</td> </tr> </tbody> </table>	Date	Book	Page	Type	Price	Grantor	07/17/1998			U I 77		DIBERTO, MARY HEIRS	06/12/1963	763	273	Q I		1 GOOCH, OSCAR & IRENE	
Date	Book	Page	Type	Price	Grantor															
07/17/1998			U I 77		DIBERTO, MARY HEIRS															
06/12/1963	763	273	Q I		1 GOOCH, OSCAR & IRENE															

LISTING HISTORY	NOTES
07/01/13 JQ 1/4 R- EXT 10/23/07 CRCL 07/26/07 CRDM 07/06/07 INSP MARKED FOR INSPECTION 01/31/03 TMCL 06/26/02 TMRM 08/18/87 BH	WHITE; BMU-DIRT & VERY WET-HSE INT CEILG NEED REPAIR; BRNS ATT TO HSE & STOR & SHED; RICHARD DIBERTO HAS A LIFE ESTATEV 7/17/98 & 9/3/98 PROBATE DOCKET #1997-0652; ALL XFOB'S EST FENCED IN YARD; SHED-W 13X9 IS ACTUALLY MADE OF CINDER BLCKS; ROOF LEAKS. 7/13- APPEARS NDS MAINTENANCE SO ADJ COND TO FAIR, YURT NEAR BARN NV.

EXTRA FEATURES VALUATION								MUNICIPAL SOFTWARE BY AVITAR			
Feature Type	Units	Lngh x Width	Size Adj	Rate	Cond	Market Value	Notes	LEE ASSESSING OFFICE			
FIREPLACE I-STAND	2		100	3,000.00	100	6,000					
BARN-1STY/LOFT/BSMNT	2,772	66 x 42	66	22.00	40	16,100	MTL ROOF, OLD				
SHED-EQUIPMENT	216	18 x 12	134	8.00	60	1,389	LOW CEILING CARPRT				
SILO-WOOD	540	30 x 18	100	22.00	20	2,376					
SHED-WOOD	117	13 x 9	197	7.00	75	1,210	CINDER BLOCKS				
SHED-WOOD	112	14 x 8	203	7.00	50	796	WHITE				
27,900											
								PARCEL TOTAL TAXABLE VALUE			
		Year	Building	Features	Land						
		2012	\$ 116,200	\$ 27,900	\$ 72,943		Parcel Total: \$ 217,043				
		2013	\$ 116,200	\$ 27,900	\$ 72,995		Parcel Total: \$ 217,095				
		2014	\$ 103,300	\$ 27,900	\$ 72,995		Parcel Total: \$ 204,195				

LAND VALUATION														
Zone: RES	Minimum Acreage: 1.95	Minimum Frontage: 250							Site:	Driveway:			Road:	
Land Type	Units	Base Rate	NC	Adj	Site	Road	DWay	Topography	Cond	Ad Valorem	SPI	R	Tax Value	Notes
1F RES	1.000 ac	70,000	E	100	100	100	100		100	70,000	0	N	70,000	
FARM LAND	500.000 ff	x 105	E	100					100		0	N	0	
FARM LAND	20.800 ac	x 4,000	X	93					100		26	N	2,812	
UNMNGD PINE	1.000 ac	x 4,000	X	93					100		95	N	183	
22.800 ac													72,995	

PICTURE



OWNER

MONTI, DIANE
 DIBERTO, RICHARD R
 133 SPINNAKER WAY

 PORTSMOUTH, NH 03801

TAXABLE DISTRICTS

District	Percentage

BUILDING DETAILS

Model: **1 STORY FRAME CAPE**
 Roof: **GABLE OR HIP/ASPHALT**
 Ext: **CLAP BOARD**
 Int: **PLASTERED**
 Floor: **PINE/SOFT WD**
 Heat: **OIL/HOT WATER**

Bedrooms: **3** Baths: **1.5** Fixtures: **5**
 Extra Kitchens: Fireplaces:
 A/C: **No** Generators:

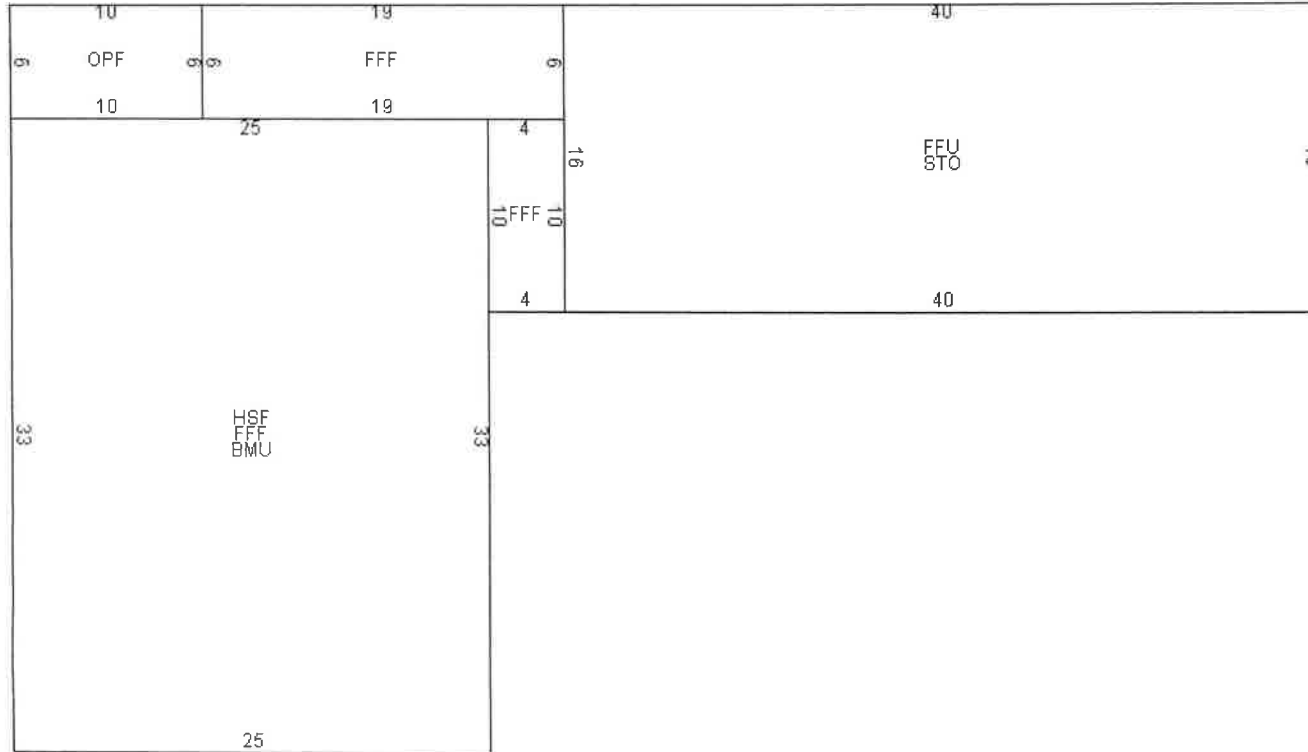
Quality: **A2 AVG+20**
 Com. Wall:
 Size Adj: **1.0288** Base Rate: **RSA 75.00**
 Bldg. Rate: **1.1852**
 Sq. Foot Cost: **\$ 88.89**

PERMITS

Date	Project ID	Permit Type	Notes

BUILDING SUB AREA DETAILS

ID	Description	Area	Adj.	Effect.
FFU	FST FLR UNFIN	640	0.60	384
BMU	BSMNT	825	0.15	124
STO	STORAGE AREA	640	0.25	160
OPF	OPEN PORCH FIN	60	0.25	15
HSF	1/2 STRY FIN	825	0.50	413
FFF	FST FLR FIN	979	1.00	979
		3,969		2,075



2011 BASE YEAR BUILDING VALUATION

Market Cost New:	\$ 184,447
Year Built:	1845
Condition For Age:	FAIR 39 %
Physical:	ROOF LEAK 5 %
Functional:	
Economic:	
Temporary:	
Total Depreciation:	44 %
Building Value:	\$ 103,300

**TAX CREDIT/EXEMPTION
APPLICATION RECOMMENDATION**

To: Select Board
Town of Lee

Date: April 28, 2014

From: Scott Marsh, CNHA
Municipal Resources
Contract Assessors' Agents

RE: Veteran Tax Credit Application
Tax Map 28 Lot 3-1000

The above application and discharge paperwork has been provided and reviewed. Based on my review it appears that Charles Evans does qualify for the Veterans Tax Credit. As this is the case it is recommended that the application be approved for the 2014 tax year.

If there are any questions, please let me know.

FORM
PA-29

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS
DUE DATE APRIL 15th PRECEDING THE SETTING OF THE TAX RATE
CALL YOUR CITY/TOWN FOR INCOME AND ASSET LIMITS

RECEIVED
APR 14 2014
TOWN OF LEE, NH
SELECTMAN'S OFFICE

There is a separate page of instructions (pages 3 & 4) that accompany this form. If you do not receive the instructions, please visit our web site at www.revenue.nh.gov or contact your city/town. Note: "CU Partner" stands for "Civil Union Partner".

STEP 1 NAME AND ADDRESS	PROPERTY OWNER'S LAST NAME EVANS	FIRST NAME CHARLES	INITIAL S.
	PROPERTY OWNER'S LAST NAME EVANS	FIRST NAME CHARLES	INITIAL S.
	MAILING ADDRESS 26 LAMPREY LANE		
	CITY/TOWN LEE	STATE NH	ZIP CODE 03861-6552
	CITY/TOWN TAX MAP # 000028	BLOCK # 001000	LOT # 000003
	ADDRESS OF PROPERTY 26 LAMPREY LANE		
	STEP 2 VETERANS' TAX CRED- ITS/EX- EMPTION	1 Veteran's Name CHARLES S. EVANS	
2 Date of Entry into Military Service APRIL 8, 1968		3 Date of Discharge/Release from Military Service JAN. 21, 1972	
4 <input checked="" type="checkbox"/> Veteran <input type="checkbox"/> Veterans' Tax Credit			
<input type="checkbox"/> Spouse/CU Partner <input type="checkbox"/> Credit for Service Connected Total and Permanent Disability			
<input type="checkbox"/> Surviving Spouse/CU Partner <input type="checkbox"/> Credit for Surviving Spouse/CU Partner of Veteran Who Was Killed or Died on Active Duty			
5 Name of Allied Country Served in _____ 6 Branch of Service U.S. NAVY			
7 <input checked="" type="checkbox"/> US Citizen at time of entry into the Service 8 <input type="checkbox"/> Alien but Resident of NH at time of entry into the Service			
9 Does any other eligible Veteran own interest in this property? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If YES, give name _____			
10 <input checked="" type="checkbox"/> Total Veteran Exemption <input checked="" type="checkbox"/> (a) Veteran <input type="checkbox"/> (b) Surviving Spouse/CU Partner of that Veteran			
STEP 3 OTHER EXEMPTIONS		11 <input type="checkbox"/> Elderly Exemption Applicant's Date of Birth _____ Spouse/CU Partner's Date of Birth _____ Must be 65 years of age on or before April 1st of year for which exemption is claimed.	
	12 <input type="checkbox"/> Disabled Exemption <input type="checkbox"/> Solar Energy Systems Exemption		
	<input type="checkbox"/> Blind Exemption <input type="checkbox"/> Woodheating Energy Systems Exemption		
STEP 4 IMPROVE- MENTS	<input type="checkbox"/> Improvements to Assist Persons with Disabilities <input type="checkbox"/> Improvements to Assist the Deaf		
	13 <input type="checkbox"/> Improvements to Assist Persons with Disabilities <input type="checkbox"/> Improvements to Assist the Deaf		
STEP 5 RESIDEN- CY	14 <input checked="" type="checkbox"/> This is my primary residence		
	<input checked="" type="checkbox"/> NH Resident for one year preceding April 1st in the year in which the tax credit is claimed (Veterans' Credit)		
	<input type="checkbox"/> NH Resident for Five Consecutive Years preceding April 1st in the year the exemption is claimed (Disabled & Deaf Exemptions)		
	<input type="checkbox"/> NH Resident for Three Consecutive Years preceding April 1st in the year the exemption is claimed (Elderly Exemption)		
STEP 6 OWNER- SHIP	15 Do you own 100% interest in this residence? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If NO, what percent (%) do you own? _____		
STEP 7 SIGNA- TURES	Under penalties of perjury, I hereby declare that the above statements are true.		
	SIGNATURE (IN INK) OF PROPERTY OWNER Charles S. Evans		DATE 4/14/14
	SIGNATURE (IN INK) OF PROPERTY OWNER		DATE
WHEN TO FILE	Deadline: Form PA-29 must be filed by April 15th preceding the setting of the tax rate. The assessing officials shall send written notice to the taxpayer of their decision by July 1st prior to the date of notice of tax. Failure of the assessing officials to respond shall constitute a denial of the application. Example: If you are applying for an exemption and/or credit off your 2008 property taxes, which are due no earlier than December 1, 2008, then you have until April 15th, 2008 to file this form. The assessing officials have until July 1st, to send notice of their decision. Failure of the assessing officials to respond shall constitute a denial of the application. A late response or a failure to respond by assessing officials does not extend the appeal period. Date of filing is when the completed application form is either hand delivered to the city/town, postmarked by the post office, or received by an overnight delivery service.		
APPEAL PROCE- DURE	If an application for a property tax exemption or tax credit is denied by the town/city, an applicant may appeal in writing on or before September 1st following the date of notice of tax under RSA 72:1-d to the New Hampshire Board of Tax and Land Appeals (BTLA) or to the Superior Court. Example: If you were denied an exemption from your 2008 property taxes, you have until September 1, 2009, to appeal. Forms for appealing to the BTLA may be obtained from the NH BTLA, 107 Pleasant Street, Concord, NH 03301, their web site at www.nh.gov/btla or by calling (603) 271-2578. Be sure to specify EXEMPTION APPEAL .		

PROPERTY OWNER'S NAME

PROPERTY OWNER'S NAME

TAX MAP/LOT

28-3-1000

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS
TO BE COMPLETED BY CITY/TOWN ASSESSING OFFICIALS

MUNICIPAL AUTHORIZATION

VETERANS' TAX CREDIT

CITY/TOWN TAX MAP # 006028 BLOCK # 601000 LOT # 000003 Granted Denied Date

<input type="checkbox"/> Veterans' Tax Credit (\$50 minimum to \$500)	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Service Connected Total & Permanent Disability (\$700 minimum to \$2000)	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Surviving Spouse/CU Partner of Veteran Who Was Killed or Who Died on Active Duty (\$700 minimum to \$2000)	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Review Discharge Papers (Form DD214), Form # _____				
<input type="checkbox"/> Other Information _____				

VETERANS' EXEMPTION

Total Exemption (a) Veteran (b) Surviving Spouse/CU Partner Granted Denied Date

APPLICABLE ELDERLY AND DISABLED EXEMPTION (OPTIONAL) INCOME AND ASSET LIMITS

Income Limits	Disabled Exemption	Elderly Exemption	Elderly Exemption Per Age Category	
Single	\$ _____	\$ _____	65 - 74 years of age	\$ _____
Married	\$ _____	\$ _____	75 - 79 years of age	\$ _____
Asset Limits			80 + years of age	\$ _____
Single	\$ _____	\$ _____		
Married	\$ _____	\$ _____		

OTHER EXEMPTIONS

<input type="checkbox"/> Elderly Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Disabled Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Improvements to Assist the Deaf	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Improvements to Assist Persons with Disabilities	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Blind Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Deaf Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Solar Energy Systems Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Woodheating Energy Systems Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Wind-Powered Energy Systems Exemption	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____

A photocopy of this Form (Pages 1 & 2) or a Form PA-35 must be returned to the property owner after approval or denial before July 1st.

The following documentation may be requested at the time of application in accordance with RSA 72:34, II:

- List of assets, value of each asset, net encumbrance and net value of each asset.
- * Statement of applicant and spouse's/CU partner's income.
- * Federal Income Tax Form.
- * State Interest and Dividends Tax Form.
- * Property Tax Inventory Form filed in any other town.

* Documents are considered confidential and are returned to the applicant at the time a decision is made on the application.

Municipal Notes

Selectmen/Assessor(s) Printed Name	Signatures(s) of Approval (in ink)	Date

TAX CREDIT/EXEMPTION APPLICATION RECOMMENDATION

To: Select Board
Town of Lee

Date: May 5, 2014

From: Scott Marsh, CNHA
Municipal Resources
Contract Assessors' Agents

RE: Veteran Tax Credit Application
Tax Map 34 Lot 4-200

The above application and discharge paperwork has been provided and reviewed. Based on my review it appears that Mathew Rowell does qualify for the Veterans Tax Credit. As the application was not received until after the April 15, 2014 deadline it is recommended that the application be approved for the 2015 tax year.

Applicant will be notified upon the Board's decision.

If there are any questions, please let me know.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS
DUE DATE APRIL 15th PRECEDING THE SETTING OF THE TAX RATE
CALL YOUR CITY/TOWN FOR INCOME AND ASSET LIMITS

RECEIVED
APR 24 2014

TOWN OF LEE, NH
SELECTIONS OFFICE

There is a separate page of instructions (pages 3 & 4) that accompany this form. If you do not receive the instructions, please visit our web site at www.revenue.nh.gov or contact your city/town. Note: "CU Partner" stands for "Civil Union Partner".

STEP 1 NAME AND ADDRESS	PROPERTY OWNER'S LAST NAME <i>Rowell</i> FIRST NAME <i>Matthew</i> INITIAL <i>F</i>	
	PROPERTY OWNER'S LAST NAME <i>Rowell</i> FIRST NAME <i>Kathleen</i> INITIAL <i>P</i>	
	MAILING ADDRESS <i>285 Lee Hook Rd</i>	
	CITY/TOWN <i>Lee</i> STATE <i>NH</i> ZIP CODE <i>03861</i>	
	CITY/TOWN TAX MAP # <i>000034</i> BLOCK # _____ LOT # <i>000004</i>	
	ADDRESS OF PROPERTY <i>285 Lee Hook Rd</i>	
STEP 2 VETERANS' TAX CRED- ITS/EX- EMPTION	1 Veteran's Name <i>Rowell, Matthew</i>	
	2 Date of Entry into Military Service <i>22 Mar 2002</i> 3 Date of Discharge/Release from Military Service <i>28 Feb 2011</i>	
	4 <input checked="" type="checkbox"/> Veteran <input checked="" type="checkbox"/> Veterans' Tax Credit <input type="checkbox"/> Spouse/CU Partner <input type="checkbox"/> Credit for Service Connected Total and Permanent Disability <input type="checkbox"/> Surviving Spouse/CU Partner <input type="checkbox"/> Credit for Surviving Spouse/CU Partner of Veteran Who Was Killed or Died on Active Duty	
	Veteran of Allied Country	
	5 Name of Allied Country Served in _____ 6 Branch of Service _____	
	7 <input type="checkbox"/> US Citizen at time of entry into the Service 8 <input type="checkbox"/> Alien but Resident of NH at time of entry into the Service	
	9 Does any other eligible Veteran own interest in this property? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If YES, give name _____	
	10 <input checked="" type="checkbox"/> Total Veteran Exemption <input checked="" type="checkbox"/> (a) Veteran <input type="checkbox"/> (b) Surviving Spouse/CU Partner of that Veteran	
	STEP 3 OTHER EXEMP- TIONS	11 <input type="checkbox"/> Elderly Exemption Applicant's Date of Birth _____ Spouse/CU Partner's Date of Birth _____ Must be 65 years of age on or before April 1st of year for which exemption is claimed.
		12 <input type="checkbox"/> Disabled Exemption <input type="checkbox"/> Solar Energy Systems Exemption <input type="checkbox"/> Blind Exemption <input type="checkbox"/> Woodheating Energy Systems Exemption <input type="checkbox"/> Deaf Exemption <input type="checkbox"/> Wind-Powered Energy Systems Exemption
STEP 4 IMPROVE- MENTS		13 <input type="checkbox"/> Improvements to Assist Persons with Disabilities <input type="checkbox"/> Improvements to Assist the Deaf
	STEP 5 RESIDEN- CY	14 <input checked="" type="checkbox"/> This is my primary residence NH Resident for one year preceding April 1st in the year in which the tax credit is claimed (Veterans' Credit) <input type="checkbox"/> NH Resident for Five Consecutive Years preceding April 1st in the year the exemption is claimed (Disabled & Deaf Exemptions) <input type="checkbox"/> NH Resident for Three Consecutive Years preceding April 1st in the year the exemption is claimed (Elderly Exemption)
STEP 6 OWNER- SHIP	15 Do you own 100% interest in this residence? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If NO, what percent (%) do you own? _____	
STEP 7 SIGNA- TURES	Under penalties of perjury, I hereby declare that the above statements are true.	
	<i>M Rowell</i> <i>12/23/13</i> SIGNATURE (IN INK) OF PROPERTY OWNER DATE <i>Kathleen Rowell</i> <i>12/23/13</i> SIGNATURE (IN INK) OF PROPERTY OWNER DATE	
WHEN TO FILE	Deadline: Form PA-29 must be filed by April 15th <i>preceding</i> the setting of the tax rate. The assessing officials shall send written notice to the taxpayer of their decision by July 1st <i>prior</i> to the date of notice of tax. Failure of the assessing officials to respond shall constitute a denial of the application. Example: If you are applying for an exemption and/or credit off your 2008 property taxes, which are due no earlier than December 1, 2008, then you have until April 15th, 2008 to file this form. The assessing officials have until July 1st, to send notice of their decision. Failure of the assessing officials to respond shall constitute a denial of the application. A late response or a failure to respond by assessing officials does not extend the appeal period. Date of filing is when the completed application form is either hand delivered to the city/town, postmarked by the post office, or receipted by an overnight delivery service.	
APPEAL PROCE- DURE	If an application for a property tax exemption or tax credit is denied by the town/city, an applicant may appeal in writing on or before September 1st following the date of notice of tax under RSA 72:1-d to the New Hampshire Board of Tax and Land Appeals (BTLA) or to the Superior Court. Example: If you were denied an exemption from your 2008 property taxes, you have until September 1, 2009, to appeal. Forms for appealing to the BTLA may be obtained from the NH BTLA, 107 Pleasant Street, Concord, NH 03301, their web site at www.nh.gov/btla or by calling (603) 271-2578. Be sure to specify EXEMPTION APPEAL .	

PROPERTY OWNER'S NAME

PROPERTY OWNER'S NAME

TAX MAP/BLOCK/LOT

34-4-200

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS
TO BE COMPLETED BY CITY/TOWN ASSESSING OFFICIALS

MUNICIPAL AUTHORIZATION

VETERANS' TAX CREDIT

CITY/TOWN TAX MAP #	BLOCK #	LOT #	Granted	Denied	Date
<input type="checkbox"/> Veterans' Tax Credit (\$50 minimum to \$500)		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Service Connected Total & Permanent Disability (\$700 minimum to \$2000)		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Surviving Spouse/CU Partner of Veteran Who Was Killed or Who Died on Active Duty (\$700 minimum to \$2000)		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Review Discharge Papers (Form DD214), Form # _____					
<input type="checkbox"/> Other Information _____					

VETERANS' EXEMPTION

			Granted	Denied	Date
<input type="checkbox"/> Total Exemption	<input type="checkbox"/> (a) Veteran	<input type="checkbox"/> (b) Surviving Spouse/CU Partner	<input type="checkbox"/>	<input type="checkbox"/>	_____

APPLICABLE ELDERLY AND DISABLED EXEMPTION (OPTIONAL) INCOME AND ASSET LIMITS

Income Limits	Disabled Exemption	Elderly Exemption	Elderly Exemption Per Age Category	
Single	\$ _____	\$ _____	65 - 74 years of age	\$ _____
Married	\$ _____	\$ _____	75 - 79 years of age	\$ _____
Asset Limits			80 + years of age	\$ _____
Single	\$ _____	\$ _____		
Married	\$ _____	\$ _____		

OTHER EXEMPTIONS

			Granted	Denied	Date
<input type="checkbox"/> Elderly Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Disabled Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Improvements to Assist the Deaf		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Improvements to Assist Persons with Disabilities		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Blind Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Deaf Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Solar Energy Systems Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Woodheating Energy Systems Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Wind-Powered Energy Systems Exemption		Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	_____

A photocopy of this Form (Pages 1 & 2) or a Form PA-35 must be returned to the property owner after approval or denial before July 1st.

The following documentation may be requested at the time of application in accordance with RSA 72:34, II:

- List of assets, value of each asset, net encumbrance and net value of each asset.
- * Statement of applicant and spouse's/CU partner's income.
- * Federal Income Tax Form.
- * State Interest and Dividends Tax Form.
- * Property Tax Inventory Form filed in any other town.

* Documents are considered confidential and are returned to the applicant at the time a decision is made on the application.

Municipal Notes

Selectmen/Assessor(s) Printed Name	Signatures(s) of Approval (in ink)	Date

120 Daniel Webster Highway
Meredith, NH 03253



Municipal Resources
www.municipalresources.com

tel: 603.279.0352 • fax: 603.279.2548
toll free: 866.501.0352



May 2, 2014

Julie Glover, Town Administrator
Town of Lee
7 Mast Road
Lee, NH 03861-06555

Re: Assessing Contract with Municipal Resources, Inc.

Dear Ms. Glover,

As per your and Mr. Marsh's discussion I have attached two (2) originals of the new assessing agreement. If you find this satisfactory, please sign and date both originals and return one fully executed original to our office. The second original is for your file.

Please do not hesitate to call if you have any questions.

Thank you for the opportunity to be of continuing service to the Town of Lee.

Sincerely,


Joseph W. Lessard, Jr.
Assessing Group Manager
603-898-5440

WMB

Enclosure(s)



PROFESSIONAL SERVICES AGREEMENT

I. PARTIES TO THE AGREEMENT

This Agreement, dated May 2, 2014, is intended to provide a professional consulting relationship for services to the **TOWN OF LEE, NEW HAMPSHIRE (Client)** to be provided by **MUNICIPAL RESOURCES, INC. (MRI)**, and is lawfully entered into between the Client, by its authorized representative, the Select Board, and MRI, by its President, Donald R. Jutton. The Client's contact person responsible for administering this agreement is Julie Glover, Town Administrator.

II. SCOPE OF WORK

Generally, to provide Assessing and related support services, in the on-going operations of the Lee Assessing Department. To assist the Select Board in fulfillment of their duties and responsibilities related to the tax assessment of real property throughout the municipality. The foregoing is not intended to include either partial or full revaluations, or updates without a separate contract, which is required by the Department of Revenue Administration (DRA).

MRI will:

- Adequately manage and maintain but not limited to the following; exemptions, credits, current use, land use change tax (LUCT), timber and gravel yield taxes, and all other statutory assessing obligations.
- Conduct careful measuring, listing and valuation of new or newly modified properties as a result of the issuance of permits, filing of inventories, or any other applicable source.
- Perform field inspections on all properties that have transferred during the contract period. The Assessor will investigate and verify the circumstances surrounding all sales as required by the DRA;
- Perform field inspections and other studies to review all abatement requests;
- Meet with taxpayers wishing to discuss their valuations;

- Meet with the Municipal Administration, Department Heads and/or Select Board upon request;
- Consider all properly filed abatement requests by any taxpayer and after review and research, shall make a recommendation to the Select Board/Assessors in writing;
- Represent the Municipality and its best interest in all abatements or appeals;
- Meet and work with State Monitors to ensure the Municipality is meeting all certification requirements of DRA and to maintain a good working relationship;
- Perform annual assessment to sales ratio studies for the purpose of informing the Select Board/Assessors of the need for a full revaluation, partial revaluation, or statistical update to be compliant with RSA 75:8 – Revised Inventory;
- Measure and list 25% of all town inventory in each of years of this agreement;
- Work with Avitar’s CAMA System.

It is expected that Town staff will be responsible for getting ownership transfers, exemptions, and all other data into the Town billing system, and for the input of ownership transfers and other data into the CAMA system. The Town staff will also provide photocopies of building permits and any other applicable information for each property to be reviewed and will provide other clerical/administrative assistance. It is also expected that any questions or issues that arise, whether originating from a Municipal official, employee, or taxpayer, will be brought to MRI’s attention at the earliest opportunity, so that it may be dealt with expeditiously. With regard to the second and next to last bullet items above, it is MRI’s intent to make one visit to the properties. If someone is present at the time of the visit, an interior inspection will be attempted. In all cases, MRI will measure the exterior of the improvements. In those cases where the interior is not viewed, a list will be provided so the Town staff can send a letter requesting an appointment for an interior inspection. If no interior inspection is conducted, MRI will estimate the interior on the basis of the best information available and notate the property card accordingly. It is expected that all work can be accomplished within 1 day per week on average with time sometimes varying considerably from month to month. If the required time is significantly different (15%) such that MRI requires more, or less, effort, both parties agree to renegotiate the scope and fees sections of this agreement to reflect the additional/reduced effort.

If the Board decides that it wants MRI to conduct any additional analysis or to adjust assessed values, a separate contract would need to be negotiated per DRA rules. Also, if as a result of new legislation and/or DRA or ASB rules/guidelines, additional services are required, an additional scope of work would need to be negotiated.



III. FEES AND CHARGES

The monthly fee indicated below will be paid by the 10th of each month. Any reimbursable charges and other extras (see Special Conditions below) will be invoiced in the month following the expense and will be paid within 15 days of invoice. Invoices not paid within fifteen (15) days will accrue interest at the rate of 1.5% per month.

- A. The sum of \$2,400.00 per month during fiscal year 2014-15;
- B. The sum of \$2,400.00 per month adjusted by the CPI published for April of each year, beginning with April 2012, for the subsequent fiscal year, provided the CPI increase is at least 10% more than the CPI published for April 2011.

Reimbursable expenses will be charged as follows:

Postage	Costs + 10%
Toll Calls	\$0.20 per minute
Direct Expenses	Costs + 10%
In Town Mileage	IRS allowable rate

Third parties retained by MRI who or which are not MRI employees or affiliates and as noted on any Supplement(s) will be invoiced at a cost sufficient to cover all charges and costs.

IV. MRI PERSONNEL IN CHARGE

Joseph W. Lessard, Jr., Vice President, will serve as principal-in-charge of this engagement. It is expected that Scott Marsh and Jerry Quintal will be handling much of the day-to-day issues, with additional qualified staff being brought in as needed.

Katy Burgess will serve as the Communication Liaison between the Client and MRI to expedite the flow of project information, to record and properly direct Client inquiries regarding the project, and to ensure that problems or issues that may arise during the engagement are addressed and resolved expeditiously. Please feel free to contact Ms. Burgess regarding any matter related to this project at:

Katy Burgess
Customer Liaison Representative
Municipal Resources, Inc.
120 Daniel Webster Highway
Meredith, NH 03253
(603) 279-0352, x-500
(866) 501-0352, X-500 TOLL FREE
kburgess@mrigov.com

Communications or correspondence related to any problems, issues, or changes required for this project shall be directed to the Client at the following address:

Chairman, Select Board
Town of Lee
7 Mast Road
Lee, NH 03861-06555

V. TERM

This agreement shall remain in force and effect from July 1, 2014 through June 30, 2017 unless extended by mutual agreement.

VI. SPECIAL CONDITIONS

For the preparation and presentation of the defense of values above the local level, the cost will be \$150 per hour, except for the defense of utility values, where the cost will be \$175 per hour.

MRI reserves the right to assign other qualified assessing personnel to this project for the same monthly cost following notification to the Town of its intention to do so.

To the extent MRI may require assistance from the Town's software vendors, or others knowledgeable of the Town's assessing/tax collection practices, the Town agrees to authorize use of these resources and to pay directly all costs for their services as may be incurred. MRI shall work to keep these costs as low as possible.

THIS CONTRACT IS SUBJECT TO THE PROVISIONS CONTAINED IN ADDENDUM I, ATTACHED HERETO AND INCORPORATED HEREWITH.


ACCEPTED AND AGREED

FOR THE TOWN OF LEE

FOR MUNICIPAL RESOURCES, INC.

David Cedarholm, Select Board Chairman

Date: _____



Donald R. Jutton, President
Date: 5/2/14

Carole Dennis, Select Board Member

Date: _____

Scott Bugbee, Select Board Member

Date: _____



ADDENDUM I

A. MUTUAL REPRESENTATIONS

MRI represents to the Client it is a duly constituted corporation under the laws of the State of New Hampshire and is authorized to do business within this State as a professional services corporation.

MRI has in force and effect general commercial liability and errors and omissions insurance coverage to protect the Client from accidents which MRI or its authorized representatives may cause to persons or property or from professional errors or omissions when performing under this agreement.

MRI has no liens or encumbrances which would adversely affect the ability of MRI to perform as stipulated under this agreement, its terms and conditions.

The Client represents to MRI that sufficient funds have been appropriated so it may retain and compensate MRI for the services provided for herein.

The Client's representative is authorized to enter into this agreement on behalf of the Client.

The Client is aware of no action, contemplated action, liability or other encumbrance which would limit or otherwise preclude the Client from freely entering into this agreement and compensating MRI for the services provided.

B. NOTICE OF CHANGE OF PERSONNEL

Except as otherwise provided below, the MRI consultants assigned to any scope of work or project will remain throughout the duration of that specific scope of work or project. MRI retains the right, and upon 30 days written notice, to remove from the project any of its consultants whom it believes can no longer suitably perform under its obligations to this agreement or any Supplement to it.

The Client, upon 30 days written notice, may request MRI to replace any of its consultants with another qualified representative.

C. ADMINISTRATION OF AGREEMENT MODIFICATIONS

In all cases where this agreement is modified or expanded a written Supplemental Scope of Work (Supplement) must be prepared which clearly defines the services to be provided and details the billing rates or amounts to be charged by MRI and paid by the Client.

Supplements must be executed by the authorized representatives of the respective parties prior to any billable work being undertaken. The Supplement(s) shall identify:

The MRI officer or principal responsible for the successful delivery of services and/or project completion and the client's contracting official(s) or officer(s);

The specific details of the work to be performed;

The MRI personnel to be assigned;

The basis upon which MRI services are being retained, including the normal hourly rate(s), cost reduction considerations or the agreed upon fee(s) for the personnel assigned and/or the services provided;

The Client's contact person responsible for administering the Supplement, activities or project and the associated reporting requirements; and any special or other conditions such as time deadlines, special reporting requirements, budget limitations, or other similar constraints.

D. INDEMNIFICATION

MRI shall protect, indemnify and hold and save harmless Client, its officers, employees, officials, and agents from any and all claims, costs, causes, actions and expenses, including, but not limited to, legal fees (attorneys' and paralegals' fees and court costs) arising out of MRI's negligence in the provision of services to Client. MRI shall similarly protect, indemnify and hold and save harmless Client, its officers, employees, officials and agents against and from any and all claims, costs, causes, actions, and expenses, including, but not limited to, legal fees, incurred by reason of MRI's breach of any of its obligations under, or MRI's default of, any provision of this Agreement.

Client shall protect, indemnify, and hold and save harmless MRI, its agents, employees, and affiliates against and from any and all claims, costs, causes, actions, and expenses, including, but not limited to, legal fees (attorneys' and paralegals' fees and court costs) arising out of Client's negligence in fulfilling its obligations under this Agreement. Client shall similarly protect, indemnify and hold and save harmless MRI, its agents, employees, and affiliates against and from any and all claims, costs, causes, actions, and expenses, including, but not limited to, legal fees, incurred by reason of Client's breach of an of its obligations under, or Client's default of, any provisions of this Agreement.

E. INSURANCE

MRI has in force and shall maintain throughout this engagement the following insurance:

1. General Liability Insurance

MRI shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence covering liability arising from premises, operations, independent contractors, products-completed operations, personal injury (including employment practices liability) and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). If such CGL insurance contains a general aggregate limit, it shall apply separately to this project.

Client shall be named as an additional insured prior to beginning work and MRI shall furnish client with a Certificate(s) of Insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All Certificates shall provide for 30 days' written notice to the Client prior to the cancellation or material change of any insurance referred to thereon.

2. Professional Liability Insurance

MRI shall maintain professional liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each wrongful act arising out of the performance or failure to perform professional services.

3. Business Auto and Umbrella Liability Insurance

If applicable, MRI shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired, and non-owned autos.

4. Workers Compensation Insurance

MRI shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

F. NON-SOLICITATION

The Client agrees that, for a period of one-year following the completion of the terms of this Agreement, they shall not, directly or indirectly, hire, solicit, or otherwise encourage any MRI personnel or affiliate assigned to this Agreement, to leave MRI's employment. In the alternative if the client should wish to hire any MRI personnel or affiliate assigned to this Agreement it agrees to compensate MRI with payment in the amount of 25% of that person's 1st year total compensation package.

Initialed for Client: _____
Date: _____

Initialed for MRI:  _____
Date: 5/2/14

Initialed for Client: _____
Date: _____

Initialed for Client: _____
Date: _____



Vacation Request and Approval Form for Department Heads

Date: April 30, '14

From: Robert P. Rice
Department Head Name

To: **Board of Selectmen, Town of Lee, NH**

Please indicate below the dates you are requesting for your vacation period.

From	To
MAY 27 2014	MAY 27 2014

DUGHTER'S WEDDING

Please indicate below your available vacation time.

Vacation Time Available In Hours/Days	Vacation Time Taken in Last 12 Months in Hours/Days

Vacation is approved/disapproved.

John R. LaCourse
Chairman

Carole Dennis

David Cedarholm

Board of Selectmen

Vacation Request and Approval Form for Department Heads

Date: May 12, 2014
 From: Caren Bossi
 Department Head Name

To: **Board of Selectmen, Town of Lee, NH**

Please indicate below the dates you are requesting for your vacation period.

From	To
5 / 12 / 2014	6 / 30 / 2014
/ /	/ /
/ /	/ /

Please indicate below your available vacation time.

Vacation Time Available In Hours/Days	Vacation Time Taken in Last 12 Months in Hours/Days
262.50 / 33	114 / 14

*5 days as
Schedule
allows.
Thanks!*

Vacation is approved/disapproved.

 John R. LaCourse
 Chairman

 Carole Dennis

 David Cedarholm

Board of Selectmen

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION NOTICE OF INTENT TO CUT WOOD OR TIMBER

(Assigned by Municipality)

YR TOWN OP#

14 - 255 - 02 - T

For Tax Year April 1, 2014 to March 31, 2015

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

1. Town/City of: LEE

2. Tax Map/Block/Lot or USFS Sale Name & Unit No. MAP 30 LOT 02

3. Intent Type: Original [X] Supplemental [] (Original Intent Number)

4. Name of Access Road: TUTTLE RD.

5a. Acreage of Lot: 71.3 Acreage of Cut: 45

5b. Anticipated Start Date: 6/16/2014

- 6. Type of ownership (check only one):
a. Owner of Land and Stumpage (Joint Tenants) []
b. Owner of Land and Stumpage (Tenants in Common) [X]
c. Previous owner retaining deeded timber rights []
d. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements []

REPORT OF CUT / CERTIFICATE TO BE SENT TO:
OWNER [] OR LOGGER / FORESTER [X]
BY MAIL [X] OR E-MAIL []

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)
Timber Tax Information is Available at www.revenue.nh.gov
Questions?? Call (603) 230-5950

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)
Signature: James R. Banks Date: 2 May '14

Signature: JAMES R. BARKS
MAILING ADDRESS: 36 CARPENTER LN
CITY OR TOWN: LEE STATE: NH ZIPCODE: 03861
E-MAIL ADDRESS: JRBLEE@COMCAST.NET
HOME PHONE: 603 5607 CELL PHONE: []

603

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:
1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and

- 4. Any timber tax bond required has been received. \$ _____ Date: _____
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
6. This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Table with 3 columns: Species, Estimated Amount To Be Cut, and Unit (MBF, Tons, or Cords). Rows include White Pine (300 MBF), Hemlock (10 MBF), Red Pine (5 MBF), Spruce & Fir (MBF), Hard Maple (MBF), White Birch (MBF), Yellow Birch (MBF), Oak (5 MBF), Ash (MBF), Beech & Soft Maple (5 MBF), Pallet or Tie Logs (65 MBF), Other (Specify) (MBF), Pulpwood (Tons, Cords), Spruce & Fir, Hardwood & Aspen (300), Pine (500), Hemlock (50), Whole Tree Chips (900), Miscellaneous (Tons, Cords), High Grade Spruce/Fir (Tons), Cordwood & Fuelwood (Cords).

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Table with 2 columns: Species, Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner. I have become familiar with RSA 227-J, the timber harvest laws.

Signature: Brett K. Barton Date: 5/2/14

Signature: BRETT K. BARTON
MAILING ADDRESS: 279 PROVINCE RD.
CITY OR TOWN: BARNSTEAD STATE: NH ZIPCODE: 03218
PHONE NUMBER: (603) 396-3804 E-MAIL ADDRESS: []

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

(Assigned by Municipality)

YR TOWN OP#
14 - 855 - 01 - T

For Tax Year April 1, 2014 to March 31, 2015

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

- Town/City of: LEE
- Tax Map/Block/Lot or USFS Sale Name & Unit No.
MAP 20 LOT 12
- Intent Type: Original Supplemental _____
(Original Intent Number)
- Name of Access Road: NH ROUTE 152
- 5a. Acreage of Lot: 133 Acreage of Cut: 35
- 5b. Anticipated Start Date: 5/19/2014
- Type of ownership (check only one):
 - Owner of Land and Stumpage (Joint Tenants)
 - Owner of Land and Stumpage (Tenants in Common)
 - Previous owner retaining deeded timber rights
 - Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER

BY MAIL OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Timber Tax Information is Available at www.revenue.nh.gov
Questions?? Call (603) 230-5950

James R. Banks 3 May '14
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

JAMES R. BANKS
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

JAMES R. BANKS

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

36 CARPENTER LN

MAILING ADDRESS

LEE NH 03861
CITY OR TOWN STATE ZIPCODE

JRBL@COMCAST.NET
E-MAIL ADDRESS

603 659-5607 _____
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

- All owners of record have signed the Intent;
- The land is not under the Current Use Unproductive category;
- The form is complete and accurate; and
- Any timber tax bond required has been received.
\$ _____ Date: _____
- The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
- This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	200	MBF
Hemlock	10	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	5	MBF
Ash		MBF
Beech & Soft Maple	5	MBF
Pallet or Tie Logs	40	MBF
Other (Specify)		MBF
	Pulpwood	Tons Cords
Spruce & Fir		
Hardwood & Aspen	350	
Pine	450	
Hemlock	100	
Whole Tree Chips	1000	
	Miscellaneous	
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood		Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner. I have become familiar with RSA 227-J, the timber harvest laws.

Brett K. Barton 5/2/14
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

BRETT K. BARTON
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

279 PROVINCE RD.
MAILING ADDRESS

BARNSTEAD NH 03218
CITY OR TOWN STATE ZIPCODE

(603) 396-3804 _____
PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

90 Harvey's Mill Road
Lee, NH 03861
April 23, 2014

RECEIVED
MAY 05 2014

TOWN OF LEE, NH
SELECTMAN'S OFFICE

Commissioner Thomas Burack
NH Department of Environmental Services
P. O. Box 95, 29 Hazen Road
Concord, NH 03302

Dear Commissioner Burack:

I, Jere Beckman, 90 Harvey's Mill Road, Lee, NH 03861, regret to inform you that I must resign from the Lamprey Rivers Advisory Committee (LRAC) effective as of today. I am a member of several other active committees and no longer have time to devote to the LRAC.

Sincerely Yours,



Jere Beckman

Cc: LRAC Chair
Lee Board of Selectmen
Rivers Coordinator



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

May 8, 2014

Jere Beckman
90 Harvey's Mill Road
Lee, New Hampshire 03861

Dear Mr. Beckman:

I am sorry to learn of your decision to resign as a representative to the Lamprey Rivers Local Advisory Committee. In accepting your resignation, I offer my sincerest thanks to you for your dedicated participation as a committee member. I know that your investment of time, energy, and effort have been very positive additions to the Committee's work and will be greatly missed.

We will be notifying the Lee Board of Selectmen of the need for a nominee to replace your membership, and we anticipate making a new appointment shortly after receiving their nomination.

Good luck in your future endeavors and I hope that you will continue to remain committed to the protection of the Lamprey Watershed. Again, thank you for all of your time and effort.

Sincerely,

Thomas S. Burack
Commissioner

cc: Lee Board of Selectmen *(via e-mail)*
Richard Snow, Chair, Lamprey Rivers LAC *(via e-mail)*
Cynthia Copeland, Executive Director, Strafford Regional Planning Commission *(via e-mail)*
Jacquie Colburn, Lakes & Rivers Coordinator, DES Watershed Bureau *(via e-mail)*

Your service has been most appreciated.



John T. Beardmore
Commissioner

State of New Hampshire Department of Revenue Administration

109 Pleasant Street
PO Box 1313, Concord, NH 03302-1313
Telephone (603) 230-5950
www.nh.gov/revenue



MUNICIPAL AND PROPERTY
DIVISION
Stephan W. Hamilton
Director

RECEIVED
APR 29 2014

**TOWN OF LEE, NH
SELECTMAN'S OFFICE**

4/28/2014

David M. Cornell
Assistant Director

TOWN OF LEE
OFFICE OF SELECTMEN
7 MAST ROAD
LEE NH 03824

Dear Assessing Officials:

Earlier in 2014, you were notified of your town's 2013 sales-assessment weighted mean ratio. Since that time, the Department of Revenue Administration has completed the process of calculating the total equalized values for each municipality and unincorporated places throughout the state pursuant to RSA 21-J:3 XIII.

Two total equalized figures were calculated for each municipality: The "Total Equalized Valuation **Including** Utility Valuation and Railroad Monies Reimbursement" will be used to calculate your municipality's portion of the county tax and cooperative school district taxes, if applicable. The "Total Equalized Value **Not Including** Utility Valuation and Railroad Monies used to calculate each municipality's portion of the state education property tax.

In order to fulfill the requirements of RSA 21-J:3 XIII, adjustments have been made to the modified assessed valuation to bring such valuation to true and market value. Enclosed with this letter are informational sheets that summarize how each of the following figures was calculated.

Town Name: LEE	Including Utility Valuation and Railroad Monies Reimbursement	Not Including Utility Valuation and Railroad Monies Reimbursement
2013 Modified Local Assessed Valuation	423,869,927	417,828,927
+ D.R.A. Inventory Adjustment	868,703	1,674,091
= 2013 Equalized Assessed Valuation	424,738,630	419,503,018
+ Equalized Payment in Lieu of Taxes	113,847	113,847
+ Equalized Railroad Tax	0	0
= 2013 Total Equalized Valuation	424,852,476	419,616,865
2013 Equalized Assessed Valuation	424,738,630	
+ Adjustment RSA 31-A (Shared Revenues)	0	
= Base Valuation for Debt Limits	424,738,630	

This letter is official notification of your 2013 Total Equalized Valuation(s). You have the right to appeal these valuations to the N.H. Board of Tax and Land Appeals pursuant to RSA 71-B:5 II. The appeal period is not extended due to any communication, either verbal or written, between the D.R.A. and a municipality regarding the total equalized valuations.

If you have any questions regarding the computation of your total equalized assessed valuation(s), please contact this office at 230-5950.

Sincerely,

Linda C. Kennedy
Linda C. Kennedy, Manager
Equalization Bureau

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
2013 EQUALIZATION INFORMATION SHEET**

This informational sheet has been provided to explain and summarize the information contained in each municipality's notification of "Total Equalized Valuations," the appeal process, Assessing Standards Board, etc.

The following is a brief explanation of how each municipality's "Total Equalized Valuations" were calculated:

MODIFIED ASSESSED VALUATION: It may be helpful to refer to page 2 of the MS-1 report provided by your municipality to the Department of Revenue Administration in the fall of 2013.

"GROSS LOCAL ASSESSED VALUATION" - Sum of all assessed values in the municipality

- Certain Disabled Veteran's: RSA 72:36-a
- Improvements to Assist Persons who are Deaf: RSA 72:38-b V
- Improvements to Assist Persons with Disabilities Exemption: RSA 72:37-a
- School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (\$150,000 max per exemption)
- Water & Air Pollution Control Exemption: RSA 72:12-a

= **"MODIFIED ASSESSED VALUATION"**

- Blind Exemption: RSA 72:37
- Elderly Exemption: RSA 72:39-a & b
- Deaf Exemption: RSA 72:38-b
- Disabled Exemption: RSA 72:37-b
- Wood-Heating Energy System Exemption: RSA 72:70
- Solar Energy System Exemption: RSA 72:62
- Wind Powered Energy System Exemption: RSA 72:66
- Additional School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (exemption amount > \$150,000).

= **"NET LOCAL ASSESSED VALUATION"** - The municipal, county, and local school tax rates are computed using the net local assessed valuation.

TAX INCREMENT FINANCE DISTRICTS (TIFS): RSA 162-K:10 III - The retained captured assessed value is added to the modified assessed value and will be equalized for all TIF districts created after 4/29/99. The original assessed value is used to set a municipality's tax rates.

DRA INVENTORY ADJUSTMENT: The sum of the adjustments of the modified local assessed valuation is divided into three categories.

Category 1: The total modified local assessed value of land (excluding land in current use, conservation restriction assessment, discretionary easements, and utilities), buildings and manufactured housing is equalized by the 2013 equalization ratio. This category includes discretionary preservation easements, taxation of farm structures and land under farm structures. The difference between the modified local assessed valuation of land, buildings and manufactured housing and the equalized value equals the DRA adjustment for land, buildings, and manufactured housing.

Category 2: An adjustment for land assessed at current use, conservation restriction assessment, discretionary easements values is made. This adjustment is calculated by dividing the total net local assessed valuation for land in these two categories by the 2012 equalization ratio to obtain the equalized value of current use, conservation restriction assessments and discretionary easements. If a municipality has had a full revaluation or cyclical revaluation as defined by Rev 601.11 and 601.08, a ratio of 100.0 is used.

The difference between the local assessed value of the land and the equalized value equals the DRA adjustment for current use, conservation restriction assessments and discretionary easements.

Category 3: A DRA adjustment for public utilities, as defined by RSA 83-F is made by comparing the market value of the utility as determined by the DRA to the net local assessed value of the utility. The difference between the assessed value and the market value equals the adjustment. The value of public utilities is not added into the “Total Equalized Value Not Including Utility Value or Equalized Railroad Taxes.”

EQUALIZED ASSESSED VALUATION: The sum of the “modified local assessed valuation” plus the inventory adjustment. The equalized assessed valuation represents the equalized value of all “taxable” properties in a municipality.

PAYMENT IN LIEU OF TAXES: The equalized value for payments received in lieu of taxes includes State & Federal Forest Land Reimbursements, Recreation Land Reimbursements, Flood Land Reimbursements, and others.

RAILROAD TAX: The equalized value for monies received from the railroad tax. This figure is not included in the “Total Equalized Valuation Not Including Utility Values and Equalized Railroad Taxes.”

TOTAL EQUALIZED VALUATIONS INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation, the equalized value of payments in lieu of taxes and the equalized value of the railroad tax monies.

The Total Equalized Valuation including the value of utilities and equalized value of railroad monies reimbursed to municipalities represents the equalized value of all property in a municipality including utilities and will be used to:

- Apportion county taxes for the 2014 tax year;
- Calculate state reimbursements, and;
- Apportion cooperative school taxes for the 2014 tax year;
- Calculate the state education tax for the 2015 tax year.

TOTAL EQUALIZED VALUATIONS NOT INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation and the equalized value of payments in lieu of taxes.

The 2013 “total equalized valuation not including utility and equalized value of railroad monies reimbursed to municipalities” will be used to apportion the state education property tax for the tax year 2015. The 2012 total equalized valuation not including utilities and the value of railroad monies reimbursed to municipalities will be used to apportion the state education property tax for the tax year 2014.

ADJUSTMENT RSA 31-A SHARED REVENUES: The equalized value of monies received from the shared revenues distributed pursuant to RSA 31-A. These values are NOT part of the “Total Equalized Valuation” of a municipality (*RSA 21-J:3 XIII change eff. 2002*). Meals and Rooms Tax revenues distributed to municipalities pursuant to RSA 78-A:26 are not equalized and, therefore, are not included in this amount. ***RSA 31-A has been suspended for the biennium ending 6/10/2013 as provided by 2011, 224:2) Therefore, no monies were equalized.***

BASE VALUATION FOR DEBT LIMITS - RSA 33:4-b: The sum of the equalized assessed valuation plus the equalized valuation of the shared revenues. The base valuation for debt limits is used to determine a municipality’s, school district, or village district’s bonding capacity. This figure is provided to municipalities, banks, bonding companies, and other interested parties who request a “Base Valuation for Debt Limit Certificate.”

TOTAL EQUALIZED VALUATION: The total equalized valuation for each municipality does not include the equalized value of monies received from shared revenues. The base valuation for debt limit, however, does include the equalized value of monies received from shared revenues.

% PROPORTION TO COUNTY TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the county comparing each municipality's total equalized value to the total equalized value of the county.

% PROPORTION TO STATE TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the state by comparing the town's total equalized value to the total equalized value of the state.

LOCAL TAX RATE: The actual tax rate as calculated by the Department of Revenue Administration, Municipal and Property Division. The tax rate includes the municipal, county, local school and state education property tax rates.

EQUALIZATION RATIO: The 2013 equalization ratio as determined by a ratio study conducted by the Department of Revenue Administration's equalization staff.

- If a municipality's weighted mean ratio with a 90% confidence level straddles 1.00, a ratio of 1.00 will be used to adjust the municipality's modified local assessed valuation.
- If a municipality's weighted mean ratio with a 90% confidence level does not straddle 1.00, the point estimate of the weighted mean calculated to a tenth of 1% will be used to adjust the municipality's modified local assessed valuation.
- If there were insufficient sales and it is determined that the weighted mean does not accurately reflect the level of assessment in a municipality, another ratio may be used.

FULL VALUE TAX RATE: The 2013 gross local property taxes to be raised as reported by the Department of Revenue Administration, Municipal & Property Division, divided by the total equalized valuation including utility values and equalized railroad taxes. This figure represents the estimated tax rate for a municipality if all the taxable property was assessed at 100% and includes the equalized value of properties for which a payment in lieu of property taxes is made.

APPEAL OF TOTAL EQUALIZED VALUATION

Municipalities were sent their 2013 Notification of Total Equalized Valuations on April 30, 2014.

Per RSA 71-B:5, II, any municipality aggrieved by the total equalized valuation as determined by the DRA must appeal to the Board of Tax and Land Appeals in writing **within 30 days of the town's notification** of the municipality's total equalized valuation.

The appeal period is not extended due to any communication, either verbal or written, between the DRA and a municipality regarding the total equalized valuation.

ASSESSING STANDARDS BOARD – RSA 21-J:14-a

The duties of the Assessing Standards Board (ASB) included:

- Review the procedures of the prior year's ratio studies conducted by the Department of Revenue Administration;
- Establish procedures for improving the ratio studies for the forthcoming property tax year;
- Develop standards for equalization; and
- Review, revise and approve the equalization manual published by the Department of Revenue Administration.

MUNICIPAL & PROPERTY DIVISION MONITORING STAFF

The Municipal & Property Division plays an active role working with towns on their ratio studies. Some of the services they provide include:

- Training municipal officials to data enter the assessment information electronically
- Reviewing the sales information with municipalities prior to the ratio setting process
- Explaining the meaning and significance of the statistics resulting from the ratio study process

“STATEWIDE EDUCATION PROPERTY TAX” WARRANT - RSA 76:8

Each municipality was sent a “statewide enhanced education tax” warrant for the tax year 2014 before December 15, 2013. The new 2013 total equalized valuation figures do not affect the warrant amounts because they were calculated using the 2012 total equalized values without utilities.

DRA WEBSITE - <http://www.nh.gov/revenue> Subcategories: NH Icon, Municipal & Property Division, Equalization, and choose Tax Year

The following items are available on the DRA website:

- Assessment Report - exemptions & tax credits for each municipality
- Blind Exemption Report
- Coefficient of Dispersion (COD) List
- Comparison of Full Value Tax Rates
- Current Use Report
- Debt Limit
- Elderly Exemption Report – Taxes Lost
- Equalization Survey including Utilities
- Equalization Survey not including Utilities
- Equalization Manual
- Median Ratio List
- Price Related Differential (PRD) List
- Property and Exclusion Codes
- Equalization Ratio List (Weighted Mean)
- Tables by County
- Veteran’s Tax Credit Report

The 2013 Equalization Survey and associated reports should be completed and placed on the web by June 15, 2014. We invite you to take the opportunity to browse the website. Please let us know if you have any suggestions for documents you would like put on the website.

THANK YOU

I would like to take this opportunity to thank you for your cooperation with this year’s equalization study and to invite you to make suggestions or express concerns regarding the equalization process. Questions regarding the equalization process in general or how specific numbers were calculated; please feel free to contact this office at 230-5950.



To Board of Selectmen
Town of Lee, NH 03861

Re: Road Race Request -

Dear Board of Selectmen,

We are seeking permission to conduct a Half and Full Marathon road race that travels through part of Lee New Hampshire. Below are the details of the event.

Race Date: Sunday - Oct 26th

Start time: 7:00 AM

Time Limit for Half Marathon: 2: 30 min

Time Limit for full: 4.5 hours

Race After-Party: Rockingham Ball room.

Insurance: The race will have a 2 million dollar policy for each individual and worker at the race. The insurance will name the Town of Lee as an additional insured.

The event will pay for any and all Police coverage and work closely with Police in Lee and all other towns.

Description:

The LOCO Marathon & Half Marathon will be an official "Boston Marathon qualifier". It will be conducted on two identical loops of 13 miles. The start and finish of the event are on the border of Newmarket and Newfields off of Ash Swamp Road at the Rockingham Junction.

The race course enters Lee on Rt. 152 and travels West to Campground Road where it goes right or South toward Epping. The event will be capped at 500 Marathoners and 500 Half Marathoners ALL Marathoners will be required to have a qualifying time according to an age-graded chart.

The event will be a prestigious event with runners coming from all over the country to participate - The 7 AM start will mean many will stay locally and visit our restaurants and town...creating a nice economic boost. The out of town course will cause a minor inconvenience to those traveling on Camp Lee and Rt. 152, but the early start will mitigate most of that.

Thank you for your consideration of our event.

Sincerely,

Michael St. Laurent
LOCO Sports, Inc.
P. O. Box 423, Newmarket NH 03857
Phone: 603 659 2824
Email: Mike@locorunning.com

Lee

LOCO 1/2 & Full Marathon

Newmarket

Start/Finish
Rockingham
Junction

Newfields

