

SELECT BOARD MEETING AGENDA

DATE: 6:00pm Tuesday, September 2, 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. Public Comment speaking time limited to 3 minutes.

1. **Call to Order - 6:00 pm**
2. **Public Comment**
3. **Jim Banks – Electricity at Town Field**
Request that the Board grant permission to allow Electrician Chris Smith to install additional electrical outlets at Lee Town Field.
4. **Julie Glover, Town Administrator – Fair Volunteers**
Accept the roster of volunteers on the Lee Fair Committee as requested by Primex in order to insure liability insurance coverage.
5. **Julie Glover, Town Administrator – NHMA Legislative Policy Recommendations**
Review the NHMA's Legislative Policy recommendations, appoint a delegate to the Sept. 26th Conference, and provide direction as to how to vote on the recommendations.
6. **Julie Glover, Town Administrator Report**
 - *Update on Scout Meeting Status*
 - *Miscellaneous*
7. **Consent Agenda Items - (Individual items may be removed by any Selectman for separate discussion and vote)**

SIGNATURES REQUIRED

Abatement Recommendation
Veterans Tax Credit Application
Notice of Intent to Cut (2)
PSNH Petition and Pole License

INFORMATION ONLY

Ltr from DOT re: Pre-Disaster Mitigation Grant
LEOP Approval Grant Letter

8. **Acceptance of the BOS Public Meeting Minutes from August 18, 2014.**
9. **Acceptance of Manifest #30 and Weeks Payroll Ending August 31, 2014**
10. **Miscellaneous/Unfinished Business**
11. **Adjournment**

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on August 29, 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: September 2, 2014

Agenda Item No. 3

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
9/2/2014

**Agenda Item Title: Request to Install an Additional Electrical Outlet at
Town Field**

Requested By: Jim Banks **8/25/2014**

Contact Information: 659-5607

Presented By: Jim Banks

**Description: In order to provide additional electrical power for events held at the
Town Field, like the Lee Fair, we would like to have electrician CR Smith LLC install a
mobile home-type outlet at Town Field.**

**Financial Details: Estimated cost +/- \$300; recommend paying out of 4194-16 Gov't
Buildings Maintenance & Repairs**

Legal Authority NH RSA 41:8

Legal Opinion:

REQUESTED ACTION OR RECOMMENDATIONS:

**Motion: Move to hire CR Smith LLC (Chris Smith) to install electrical outlet at the Lee
Town Field, cost for this install not to exceed \$_____.**



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

Office Use Only

Meeting Date: September 2, 2014

Agenda Item No.4

**BOARD OF SELECTMEN
MEETING AGENDA REQUEST**

9/2/2014

Agenda Item Title: Fair Committee Volunteer Roster

Requested By: Julie Glover **8/21/2014**

Contact Information: 659-5414

Presented By: Julie Glover, Town Administrator

Description: Accept the roster of volunteers on the Lee Fair Committee as recommended by Primex in order to insure liability insurance coverage.

Financial Details: NA

Legal Authority: NH RSA 508:17; Primex Coverage Documents

Legal Opinion: NH RSA 508:17 508:17 Volunteers; Nonprofit Organizations; Liability Limited. –

I. Any person who is a volunteer of a nonprofit organization or government entity shall be immune from civil liability in any action brought on the basis of any act or omission resulting in damage or injury to any person if:

(a) The nonprofit organization or government entity has a record indicating that the person claiming to be a volunteer is a volunteer for such organization or entity; and

(b) The volunteer was acting in good faith and within the scope of his official functions and duties with the organization; and

(c) The damage or injury was not caused by willful, wanton, or grossly negligent misconduct by the volunteer.

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the roster of volunteers on the Lee Fair Committee as presented and as recommended by Primex in order to insure liability insurance coverage.

Lee Fair Committee - 2014

Caren Rossi

Denise Duval

Tom Dronsfield

Pat Roop

Erick Sawtelle

Gloria Quigley

Laura Gund

Chuck Cox

Mark Kustra

Annie Gasowski

Charlie and Cynthia McClain

Dale Doller



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

Office Use Only

Meeting Date: September 2, 2014

Agenda Item No. 5

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
9/2/2014

Agenda Item Title: NHMA Legislative Policy Process

Requested By: Julie Glover **8/19/2014**

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Review the NHMA legislative policy recommendations with the Board, decide on a position on each recommendation (or take no position), and authorize a delegate to appear at the NHMA Legislative Policy Conference on September 26th to vote accordingly. NHMA acts on behalf of its members before the State Legislature and state agencies and this process grants member towns and cities to have their concerns presented.

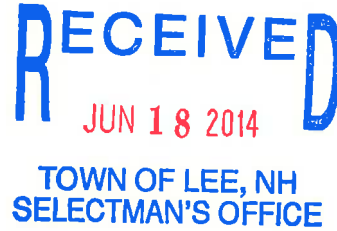
Financial Details: N/A

Legal Authority NHMA's By-Laws

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

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to authorize _____ to attend the NHMA Legislative Policy Conference on September 26th to act as the Town of Lee's delegate to vote on policy recommendations as determined by the Board of Selectmen.



Memorandum

TO: All NHMA Members

FROM: Judy Silva, Executive Director
Cordell A. Johnston, Government Affairs Counsel

DATE: June 17, 2014

RE: 2015-2016 Legislative Policy Process *Important Dates!*

FLOOR POLICIES DUE: August 15 ♦ **POLICY CONFERENCE: September 26**

The NHMA legislative policy process is moving forward! Enclosed with this memo is a copy of the policy recommendations made by NHMA's three policy committees. This document will also be posted on NHMA's website, www.nhmunicipal.org.

The policy recommendations are listed by committee: (1) General Administration and Governance; (2) Finance and Revenue; and (3) Infrastructure, Development and Land Use. Each committee's recommendations are listed in order of priority, as "action," "priority," or "standing" policy recommendations. You will see that some of the policy recommendations have a statement of the municipal interest to be served and a further explanation of the proposal, while others do not. The policy recommendations that include this additional information are new recommendations this year; the ones without the additional information are existing policies that are recommended for re-adoption. Also enclosed is a list of NHMA's Legislative Principles, which will be considered for re-adoption.

We urge each municipality's governing body, prior to the Legislative Policy Conference, to vote a position on the recommendations and floor proposals (see below) to provide direction to your voting delegate at the Conference. Otherwise, your delegate is free to cast your municipality's vote as he/she

chooses. For more information about the legislative policy process and the Policy Conference, please see the enclosed Questions and Answers document.

Floor Proposals

Please note that the deadline for submitting floor proposals is **Friday, August 15**. A floor proposal will be accepted only if it is *approved by a majority vote of the governing body* (Board of Selectmen, Aldermen, or Council) of the town or city submitting the proposal, is submitted in writing, and is received **no later than August 15**. We will mail all floor proposals to each municipality so there will be an opportunity to take a position on them before the Policy Conference. Floor proposals should be in the same format as proposals submitted to the policy committees.

A Floor Policy Proposal form has been included for your convenience, or you may find it on the NHMA website. (Go to www.nhmunicipal.org, click on "Advocacy," then "Policy-Setting Process," then "Floor Policy Proposals.") To submit a floor proposal, please send it to NHMA, Government Affairs Department, 25 Triangle Park Drive, Concord, NH 03301, or fax it to 224-5406, or e-mail it to governmentaffairs@nhmunicipal.org.

Legislative Policy Conference

The 2015-2016 Legislative Policy Conference is scheduled for **Friday, September 26, 2014, at 9:00 a.m. at NHMA's office, 25 Triangle Park Drive in Concord**. We will include with the floor proposal mailing a card for each town or city to return indicating who has been appointed as the municipality's voting delegate.

Please call the Government Affairs Department at 800-852-3358, ext. 3408, if you have any questions.

2015-2016 Legislative Policy Recommendations

General Administration and Governance

Action Policy Recommendations

1. Right to Know Costs and Specificity Required

To see if NHMA will SUPPORT amendments to RSA 91-A allowing municipalities to recover the actual costs of retrieving, reviewing and reproducing documents, and clarifying the level of specificity required when requesting public records.

2. Regulation of Weapons in the Workplace

To see if NHMA will SUPPORT legislation to provide immunity to local and county governments against acts committed by employees with firearms (except for those employees authorized by that governmental entity to carry a firearm in the course of their official responsibilities).

Municipal interest to be accomplished by proposal: To limit the exposure of municipalities in circumstances where an employee brings a firearm into the workplace, which the municipality cannot prohibit, and injures a citizen or co-worker by discharging the firearm. Example: a firefighter takes a weapon to the workplace and while training on a ladder, someone below is accidentally shot by the holstered gun above. Example: a town office employee brings a weapon to the town office, as it is town property, but accidently or intentionally shoots a co-worker or citizen.

Explanation: In ordinary non-municipal circumstances, employers can easily and lawfully prohibit weapons in the workplace for safety reasons and more (unless the employee has a special permit to do so). In municipal government the law provides that individuals can carry on town property; some employees translate that law into allowing them to carry guns while they are at their municipal workplace. The present wording of RSA 159:26 appears to prohibit local and county governments from prohibiting the possession of firearms in the workplace. This statute leaves local and county governments exposed to significant liability from acts committed by employees with firearms against citizens and other employees. These employees have not been authorized by the municipality to possess or use a firearm in the workplace, nor have they been trained by the municipality in the use of firearms, nor have the firearms been issued or approved by the municipality. This policy recommendation is not intended to affect workers compensation. **Submitted by: Joel Bourassa, Selectman, Woodstock**

3. Welfare Lien Priority

To see if NHMA will SUPPORT legislation to give liens for local welfare payments arising under RSA 165:28 a higher priority position, so that those liens fall immediately after the lien for the first mortgage.

Priority Policy Recommendations

4. Cross-Border Liability.

To see if NHMA will SUPPORT legislation to encourage cooperation between emergency response entities from New Hampshire and bordering states by affording municipalities from bordering states the same limitations on monetary damages in civil actions that are afforded to New Hampshire municipalities.

Municipal interest to be accomplished by proposal: Remove a disincentive for cooperation between emergency responders in New Hampshire and neighboring states.

Explanation: New Hampshire law limits the liability of “governmental units” for bodily injury, personal injury or property damage in civil actions, but the definition of “governmental unit” is limited to political subdivisions “within the state.” In one case, the New Hampshire Superior Court ruled that a town in a neighboring state, which had cooperated with a New Hampshire town in responding to an emergency, was not protected by the liability cap. A similar issue could arise in many situations in which New Hampshire municipalities work with neighboring municipalities in Maine, Massachusetts, or Vermont in responding to emergencies. For example, New Hampshire police officers were called upon to assist after the Boston Marathon bombings in 2013, and Maine police officers have responded to recent shooting incidents in New Hampshire. Municipalities are less likely to provide cross-border assistance if they do not have the benefit of liability protection under the neighboring state’s laws. Any legislation providing liability protection to municipalities in neighboring states should require reciprocity from the neighboring states. **Submitted by: NHMA staff, based on request from other state municipal leagues.**

5. Consultation with Counsel Expansion Under RSA 91-A

To see if NHMA will SUPPORT legislation to amend RSA 91-A so that exempt consultation with legal counsel would also include discussions about written legal correspondence provided by legal counsel, without requiring the presence of counsel at the meeting.

6. Petition Signature Requirements

To see if NHMA will SUPPORT legislation amending RSA 39:3 to require that in towns with an official ballot referendum town meeting (SB2/RSA 40:13), petitioned warrant articles must be signed by not less than 2% of registered voters, but in no case fewer than 10 voters or more than 150 voters.

7. Clarifying What Information Is to be Included in Town Reports in SB2 Towns

To see if NHMA will SUPPORT legislation to clarify which version of the budget and warrant articles is to be included in town reports in SB2 towns.

8. Public Notice Requirements

To see if NHMA will SUPPORT legislation to amend all public notice requirements to allow the choice of electronic notification and/or newspaper print, as well as posting in public places, for official public legal notification.

9. Amended Warrants in SB 2 Towns

To see if NHMA will SUPPORT statutory changes allowing SB 2 communities to post changes to the warrant to reflect amendments to warrant articles by action of the voters at deliberative session. Further to allow the governing body and the budget committee to change their recommendation due to amendments made at deliberative session.

Municipal interest to be accomplished by proposal: These changes would allow the amended language and dollar amounts to be correctly warned prior to the second session of town meeting. The recommendations of the governing body and the budget committee are there to provide guidance to the voters. Changes made at deliberative session in some cases would cause the governing body and/or the budget committee to change their recommendation. The statutes presently do not allow this change. Therefore the recommendation of those boards may be erroneous. A system that relies on direct democracy is based upon an informed/educated citizenry. If the voters are relying on a warrant that is posted and is no longer correct due to changes made, then citizens cannot properly educate themselves. Additionally, those citizens who value the recommendation of the governing body and/or the budget committee may have an incorrect recommendation before them when they decide which way to vote.

Explanation: During the 2014 deliberative session the voters made changes to the language of several of the warrant articles. The voters present also made amendments to the town and school budgets. Money was added to the town budget and substantial cuts were made to the school budget. After consultation with DRA, NHMA legal staff, and town counsel, it was clear that we could not post an “amended” warrant after the deliberative session that would indicate the changes made. In the case of the school budget the amended budget number was significantly different than what the school board recommended. The warrant still showed the old budget and the previous recommendation. The ballot showed the new budget numbers and language changes; however, the ballot still showed that the school board recommended the budget article, which was no longer the case due to the drastic changes made. **Submitted by: Shaun Mulholland, Town Administrator, Allenstown**

10. Long-Term Storage of Records

To see if NHMA will SUPPORT legislation modifying the requirement that municipal records retained for longer than ten years be transferred to paper, microfilm, or both.

Municipal interest to be accomplished by proposal: Save space and cost, and allow a more practical way to store records.

Explanation: RSA 33-A governs the retention of municipal records, establishing retention periods for many classes of records. Section 5-a states that electronic records must be transferred to either paper or microfilm or both if they are required to be retained longer than ten years. Permanent

storage of paper records creates serious space problems. Storing records on microfilm has been a practical alternative, but microfilm is becoming harder to find and may soon be unavailable entirely. Some within the document storage business have indicated that microfilm may be impossible to obtain within a year. If microfilm is not available, paper storage becomes the only legally permitted method. **Submitted by: NHMA staff, based on inquiry from Linda Smith, Board Administrator, Northwood**

11. Building Plans Under 91-A

To see if NHMA will SUPPORT an amendment to RSA 91-A:5, IV to specifically add “building plans/construction drawings contained within a building permit file and/or building plans/construction drawings submitted as part of a building permit application” as an exempt record under this chapter.

Municipal interest to be accomplished by proposal: There is uncertainty within RSA 91-A:5 as to the status of building plans and/or construction drawings in the possession of municipalities and their code enforcement officials or building inspectors. Since “...personnel practices; confidential commercial, or financial information; test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examinations; and personnel, medical, welfare, library user, videotape sale or rental...” files are specifically exempted from the statute, one would think building plans on file with building permits would fall under the remaining exemption of “...other files whose disclosure would constitute invasion of privacy.” We were ordered by a district court to release such plans when an unrelated party requested them.

Explanation: The district court rationale was that the legislature had constructed the statute with specific records stated as being exempt. Conversely, building plans were not expressly exempt so their disclosure had to be subject to a balancing test of the full disclosure vs. the privacy rights of the building owner. The court sided with full disclosure due to the absence of a specific exemption. Building plans can contain a wealth of information considered private. Alarms systems, communication access points, physical access points, safe rooms, structural components like vaults, built-in safes, and secure storage areas are only some of the features that could be exploited if plans showing these features were readily available to the public. Many commercial sites like banks, medical facilities, and defense and Homeland Security contractors would be appalled to know the building plans for their facilities were open to public access. Access to building permit applications would still be available. It is only the plans that are being exempted. The additional benefit would be solving in part the problems of copy right infringement. Many designers (engineers, architects, and the like) have expressed concern about the wide distribution of their work and possible copy right infringement by having publicly accessible building plans on file with municipalities. There is no way for them to enforce their copy right without knowing what unrelated parties are accessing and copying their work product. **Submitted by: Paul Deschaine, Town Administrator, Stratham**

12. Municipal Departments and MV Information

To see if NHMA will SUPPORT legislation to make it clear that municipalities may obtain information about motor vehicles registered to an individual for the purposes of verifying asset levels when the individual is applying for general assistance or asset-based tax relief and in order to determine the ownership of vehicles for official purposes.

Municipal interest to be accomplished by proposal: Allow access to motor vehicle registration and licensing information by municipal departments to verify asset levels when administering public assistance and tax relief programs and when needed for other proper governmental purposes.

Explanation: As RSA260:14 is administered and interpreted departments which administer public assistance programs are denied access to motor vehicle registration records and the opportunity to verify statements made by the applicant(s). It has become problematic as folks game the system and lie about the cars parked or the ownership of the cars parked in their yards. **Submitted by: Susan Snide, Pelham Assessing, Pelham**

13. Blue Lights on Fire Department Vehicles

To see if NHMA will SUPPORT amending RSA ch. 265 and RSA 266:78-b, “Blue Lights Restricted to Law Enforcement,” to allow for the inclusion and use of a single rear-facing blue colored light panel on emergency response vehicles owned or leased by municipal, village district or federal fire departments.

Municipal interest to be accomplished by proposal: To enhance the visibility and safety of public emergency responders and the public they are serving by allowing fire and emergency medical vehicles to include a single rear-facing blue colored light panel among the red or amber lights on municipally-owned emergency vehicles to provide clearer and more distinct warnings to the motoring public at various emergency response scenes in all types of lighting and weather conditions. There is significant data documenting the mix of colors utilized in various light and weather conditions (i.e. – dusk, dawn, fog, cloudy, rain, etc.) provides for enhanced safety for emergency responders and the motoring public.

Explanation: This proposal is the result of some experiences the Auburn Fire Department has had at some emergency & motor vehicle accident scenes, particularly on NH Route 101 (from the intersection of I-93 through to Exit 3 / Candia town line. Our firefighters have experienced that the visual of all red flashing emergency lights do not always seem to encourage the motoring public to maintain a safe distance from the emergency responders as they are driving past. The Auburn Fire Chief has indicated other states allow fire and emergency medical vehicles to include a blue light/lens in their light bars and it provides a stronger safety presence for both the emergency responders and the motoring public. This would be similar to the provisions of RSA 266:78-c, where red lights are allowed for police, fire and rescue vehicles. **Submitted by: William Herman, Town Administrator, Auburn**

Standing Policy Recommendations

14. Counting Absentee Ballots

(Legislation pending—SB 271) **To see if NHMA will SUPPORT** legislation to eliminate the requirement that absentee ballots cannot be counted prior to 1:00 P.M., and instead allow them to be counted throughout the time when polls are open.

15. Swearing in Town Officers

To see if NHMA will SUPPORT legislation to reconcile RSA 669 with RSA 42:3 regarding when certain town officers may be sworn in.

16. Human Resources Record Retention

To see if NHMA will SUPPORT legislation that amends the record retention requirements for successful job applications and personnel records from 50 years after termination or retirement to 20 years after termination or retirement.

17. Modifying the Adoption, Revision, and Amendment of Municipal Charters

(Legislation pending—HB 422) To see if NHMA will SUPPORT legislation similar to HB 379 in 2008 that modifies the adoption, revision, and amendment of municipal charters.

18. Consolidated Policy on Collective Bargaining Items

Evergreen Clause: To see if NHMA will OPPOSE legislation to enact a mandatory so-called "evergreen clause" for public employee collective bargaining agreements.

Binding Arbitration: To see if NHMA will OPPOSE mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining.

Right to Strike: To see if NHMA will OPPOSE a right to strike for public employees.

Mandated Employee Benefits: To see if NHMA will OPPOSE any proposals to mandate employee benefits, including any proposal to enhance retirement system benefits which may increase employer costs in future years, for current or future employees.

19. Contracted Services and Bargaining

To see if NHMA will SUPPORT legislation to give public employers greater flexibility to privatize or use contracted services.

20. Maintenance and Policing of State-Owned Property

To see if NHMA will SUPPORT legislation to enable municipalities to recover the expenses of policing publicly-owned land against all illegal activity (including public consumption of alcohol and littering), including the ability to receive reimbursement/compensation from individuals engaged in the illegal activity.

21. Supervisor of the Checklist Sessions

To see if NHMA will SUPPORT legislation to reduce to one the number of required sessions that the supervisors of the checklist must hold prior to town elections.

22. Municipal Recreation Programs

To see if NHMA will SUPPORT the continued exemption from state child care licensing for municipal recreation department programs and also supports the exemption from state camp licensing for municipal recreation department summer programs.

23. Requirement to Hold Elected Office

To see if NHMA will SUPPORT legislation clarifying that to run for and hold a local elected office, one must be a registered voter.

24. Appointment of Town Clerks and Town Clerks/Tax Collectors

To see if NHMA will SUPPORT legislation to allow the legislative body to authorize the governing body to appoint or elect town clerks and town clerk/tax collectors.

25. Warrant Article Language; Adoption by Reference

To see if NHMA will SUPPORT legislation to amend RSA 48-A, Housing Standards, to allow a town to adopt a proposed housing standards ordinance on the ballot by reference, as opposed to printing the entire ordinance on the warrant.

26. Perambulation

To see if NHMA will SUPPORT legislation to eliminate the RSA 51:2 requirement to perambulate town boundaries every 7 years when the abutting municipalities have identified the boundaries and markers by survey quality GPS coordinates or by a certified survey and have filed a return including the survey or GPS coordinates as required by RSA 51:4.

Municipal interest to be accomplished by proposal: Saving of dollars (for repeated surveys) and the saving of substantial time to coordinate with others. Also to determine boundaries by easily reproducible means.

Explanation: Thus procedure has become increasingly archaic over time with a declining number of communities faithfully following the requirement. There is no longer a need to continue to physically walk boundaries given “modern” technology. It is time, at best, to abolish it as Maine has or, at worst, provide an opportunity to be relieved of the obligation upon the filing of a mutual report accompanied by GPS documentation. **Submitted by: Carter Terenzini, Town Administrator, Moultonborough**

Finance and Revenue

Action Policy Recommendations

1. Tax Rate Setting

TO SEE IF NHMA WILL SUPPORT legislation that expedites the receipt of information, including utility values as determined by the Department of Revenue Administration, necessary for the Department to set tax rates beginning October 1st and to improve the overall efficiency and timeliness of the tax rate setting process.

2. Use of RSA 83-F Utility Values

TO SEE IF NHMA WILL SUPPORT changing RSA 83-F to prevent any determination of utility value by the Department of Revenue Administration from being used in any way by either the utility taxpayer or the municipality in any application for abatement of tax under RSA 76:16 or any appeal thereof under RSA 76:16-a or RSA 76:17.

Municipal interest to be accomplished by proposal: To see that any opinion of value generated by the State's Department of Revenue Administration for imposition of the State's Utility Tax under RSA 83-F is not used against another subdivision of the State in a legal proceeding. By eliminating that use, the state and municipalities avoid the expense of all necessary discovery associated with the DRA's 83-F process and the trial testimony of the DRA's representatives concerning the same.

Explanation: The Berlin City Council passed a motion in support of the above amendment to RSA 83-F at their April 21, 2014 City Council Meeting. **Submitted by: James A. Wheeler, City Manager, City of Berlin**

3. Real Estate Income and Expense Statements on Appeal

TO SEE IF NHMA WILL SUPPORT legislation that prohibits the use of real estate income and real estate expense information by a taxpayer in any appeal of value if the taxpayer, after request by the municipality, has not submitted the requested information.

Priority Policy Recommendations

4. Clarification of Elderly Exemption.

TO SEE IF NHMA WILL SUPPORT changes in language for RSA 72:39-a, 72:29, and 72:39-b that define and recognize a household as occupying a property and increasing tenancy requirements for elderly exemption tax relief.

Municipal interest to be accomplished by the proposal: Equitable distribution of property taxes, consistency between statutes offering relief from property taxes.

Explanation: Elderly exemptions are granted for elderly home owners who qualify per income and asset criteria established by the town. Often an extended family will move in and occupy the home and also enjoy the benefit of reduced taxes. The law as currently interpreted does not allow for income or assets from all members of the home to be considered as part of the income or asset test.

Submitted by: Susan Snide, Assessing Assistant, Pelham

5. Separate Ballot Boxes for Bond Votes.

TO SEE IF NHMA WILL SUPPORT legislation clarifying that separate ballot boxes are not required for bond articles in SB 2 towns.

Municipal interest to be accomplished by proposal:

Avoid confusion and impracticality.

Explanation:

RSA 33:8-a, which governs the procedure for authorizing a bond or note in excess of \$100,000, states that articles proposing a bond or note shall appear in consecutive order on the warrant and shall be acted upon before most other business (with exceptions), that polls shall remain open for each article for at least one hour, and that “a separate ballot box shall be provided for each bond article to be voted on pursuant to this section.” This statute was enacted before the SB 2 form of town meeting existed and obviously did not contemplate such a system. It makes no sense to require separate ballot boxes when all votes are made on a single ballot. Presumably no SB 2 town actually follows this requirement. **Submitted by: NHMA staff, based on inquiry from Lynne Bonitatibus, Administrative Assistant, Kensington**

6. Expanding 10% Limitation

TO SEE IF NHMA WILL SUPPORT amending RSA 32:18 to expand the 10 percent limitation on increasing the budget committee’s appropriation recommendation to include both increasing and decreasing the total amount to be appropriated.

Municipal interest to be accomplished by the proposal: With fewer voters and taxpayers actually participating in the local deliberative forms of municipal government – both traditional town meetings and SB2 communities’ Deliberative Sessions – the 10% rule should be expanded to limit both any increase or decrease in proposed appropriations to ensure that a small minority not be able to dramatically alter what the silent majority likely supports.

Explanation: An Auburn resident spoke with me about some sort of protection such as this following the 2014 Allentown School District Deliberative Session, where a very small number of voters approved by a one-vote margin a near \$1 million reduction to the proposed school district budget of approximately \$9 million. The Deliberative Session action left the School Board and the Budget Committee with a budget proposal going forward to the voters that neither board supported. As I understand part of the historic logic of the 10% Rule is that voters not present at the meeting had been forewarned of proposed spending levels and their absences could be viewed as a form of support. The limitation protected them. I believe the same could be said in reverse with respect to drastic cuts. **Submitted by: Bill Herman, Town Administrator, Town of Auburn**

7. All Public Real Estate Taxable if Used by Private Occupants

TO SEE IF NHMA WILL SUPPORT legislation to clarify that taxation of a private occupant on public land is required by statute, even if an agreement or lease does not include a tax provision or the specific wording of RSA 72:23, I(b).

Municipal interest to be accomplished by proposal: The amendment would make it clear that taxation of a private occupant on public land is required by statute, even if an agreement or lease does not include a tax provision or specific wording of RSA 72:23, I(b). This amendment should even the playing field for all municipalities and all tenants occupying public land, so that all are treated similarly under the same set of laws. It would also help to ensure that municipalities receive tax revenue from private tenants that would pay taxes anyway to the municipality if they owned the real estate.

Explanation: The proposed amendment is intended to make legislative intent clear that all public real estate is taxable if used by private occupants, unless the occupant qualifies for a tax exemption. The use of public land by a private occupant should be deemed to be its consent to the tax by operation of law. It does not make sense for a private company to be tax-free just because it occupies public real estate and does not agree to pay taxes, but the same or similar company on private land has to pay taxes, regardless whether it agrees or not. The current situation is not fair to taxpayers who do have to pay taxes. This amendment also addresses inequity between tenants, if one tenant gets a tax exemption while using public land while a similar tenant of public land must pay taxes. The proposed amendment is patterned after the policy statement made by the Supreme Court in Rochester I. Recent confusion about legislative intent makes this amendment necessary.

Submitted by: Adele Fulton, Attorney, on behalf of City of Lebanon

8. Pollution Control Exemption

TO SEE IF NHMA WILL SUPPORT repeal of the so-called "pollution control exemption" (RSA 72:12-a) or amendment of the statute to impose a term limitation on any exemption granted.

9. Prorating Disabled Exemption

TO SEE IF NHMA WILL SUPPORT legislation prorating the disabled exemption under RSA 72:37-b when a person entitled to the exemption owns a fractional interest in the residence, in the same manner as is allowed for the elderly exemption under RSA 72:41.

10. Penalty for Failure to Submit Current Use Information

TO SEE IF NHMA WILL SUPPORT legislation imposing a penalty for failure to submit current use information as needed to update municipal records—*i.e.*, Marlow matrix.

11. Recording Fees for Elderly Deferrals

TO SEE IF NHMA WILL SUPPORT legislation to reimburse municipalities for recording fees related to the establishment and release of elderly and disabled deferrals under RSA 72:38-a.

12. Flood Control Payments

TO SEE IF NHMA WILL SUPPORT legislation to fully fund flood control payments in lieu of taxes to municipalities, including retroactive payments from the state for Fiscal Years 2012 and 2013.

Standing Policy Recommendations

13. Downshifting of State Costs and State Revenue Structure

TO SEE IF NHMA WILL OPPOSE legislation which will downshift state costs or state program responsibilities, either directly or indirectly, to municipalities and/or counties, resulting in increased municipal and/or county expenditures, whether in violation of Article 28-a or not, and **OPPOSE** any reductions, deferrals and/or suspensions of state revenue to political subdivisions, such as revenue sharing, meals and rooms tax distribution, highway block grants, environmental state aid grant programs, adequate education grants, catastrophic aid, or any other state revenues.

14. State Revenue Structure and State Education Funding

TO SEE IF NHMA WILL SUPPORT asking the state to use the following principles when addressing the state's revenue structure in response to its responsibility to fund an adequate education:

- a) That revenues are sufficient to meet the state's responsibilities as defined by constitution, statute, and common law;
- b) That revenue sources are predictable, stable and sustainable and will grow with the long term needs and financial realities of the state;
- c) That changes to the revenue structure are least disruptive to the long-term economic health of the state;
- d) That the revenue structure is efficient in its administration;
- e) That changes in the revenue structure are fair to people with lower to moderate incomes.

TO SEE IF NHMA WILL SUPPORT legislation prohibiting retroactive changes to the distribution formula for adequate education grants after the notice of grant amounts has been given.

15. New Hampshire Retirement System (NHRS)

TO SEE IF NHMA WILL SUPPORT the continuing existence of a retirement system for state and local government employees that is strong, secure, solvent, fiscally healthy and sustainable, that both employees and employers can rely on to provide retirement benefits for the foreseeable future. Further, **TO SEE IF NHMA WILL SUPPORT** continuing to work with legislators, employees, and the NHRS to accomplish these goals.

To that end, **TO SEE IF NHMA WILL:**

- a) **SUPPORT** legislation that will strengthen the health and solvency of the NHRS and ensure the long term financial sustainability of the retirement system for public employers;
- b) **OPPOSE** any legislation that: 1) expands benefits that would result in increases to municipal employer costs; 2) assesses additional charges beyond NHRS board approved rate changes on employers; or 3) expands the eligibility of NHRS membership to positions not currently covered.
- c) **SUPPORT** the restoration of the state's 35% share of employer costs for police, teachers, and firefighters in the current defined benefit plan and any successor plan; and
- d) **SUPPORT** the inclusion of municipal participation on any legislative study committee or commission formed to research alternative retirement system designs (such as a defined contribution or a hybrid plan) and the performance of a complete financial analysis of any alternative plan proposal in order to determine the full impact on employers and employees.

16. Utility Appraisal Method

TO SEE IF NHMA WILL OPPOSE mandating the exclusive use of the unit method of valuation in the appraisal of utility property, by either administrative or legislative action, and **SUPPORT** the continuing right of municipalities to use any method of appraisal upheld by the courts.

17. Modifying Post-Municipal Appeal Deadline Date

TO SEE IF NHMA WILL SUPPORT legislation to modify the post-municipal appeal deadline date as called for under RSA 72:34-a- "Appeal from Refusal to Grant Exemption, Tax Deferral, or Tax Credit".

Municipal interest to be accomplished by proposal: The current appeal date of a municipal denial of a property tax exemption/credit/deferral is September 1 of the following tax year. For example, municipality A denies a vet credit in March of 2014, the applicant has until September 1, 2015 to appeal that, that is 18 months of appeal window, that sort of timeframe is not found within the property tax appeal RSA's, nor current use appeal RSA's etc. There is no rational basis to have that long a window leaves the municipality at risk on such a long view that it makes it difficult to plan for with legal costs, overlay cost and the like.

Explanation: The appeal window under this RSA for tax exemptions/credits/deferrals should mirror the property tax window. The communities by law have until July 1st to issue a decision, taxpayers have until September 1st to perfect their appeal, the same should be true under RSA 72:34-a as it is under RSA 76:16-a & RSA 76:17. **Submitted by: Jim Michaud, Assistant Assessor, Town of Hudson**

18. Charitable Definition and Mandated Property Tax Exemptions

TO SEE IF NHMA WILL OPPOSE legislation that expands the definition of "charitable" in RSA 72:23-l, unless the state reimburses municipalities for the loss of revenue, and **SUPPORT** creating a method of reimbursement to municipalities for state-owned property.

19. Telecom Company Property Tax Exemption

TO SEE IF NHMA WILL OPPOSE any exemption from the property tax for poles, wires, and conduits owned by telecom companies.

20. Collection of Statewide Education Property Tax

TO SEE IF NHMA WILL TAKE NO POSITION on the collection of the statewide property tax by the state or by municipalities, but will continue to work to ensure that any system based on the property tax coordinates and synchronizes as seamlessly as possible with existing local property tax assessment and collection procedures.

21. Negotiated PILOTs for Water System Property

TO SEE IF NHMA WILL OPPOSE legislation that eliminates the current obligation of the public water entity to make a PILOT equal to what the property taxes would be for the property in the absence of a negotiated PILOT.

22. State Budget Cap

TO SEE IF NHMA WILL OPPOSE the adoption of any variation of a state budget cap which will impose on the Legislature pre-established limitations on state spending.

23. Budget Year Conversion

TO SEE IF NHMA WILL SUPPORT legislation to simplify the process of a municipality's converting from a calendar year budget cycle to a fiscal year budget cycle.

24. Management of Trust Funds

TO SEE IF NHMA WILL SUPPORT amendments to RSA 292-B:2 to include funds held by a town or other municipality under RSA 31:19, RSA 202-A:23, or a fund created by a town or other municipality under RSA 31:19-a to be included in those institutional funds subject to the Uniform Prudent Management of Institutional Funds Act.

25. Minimum Vote Required for Bond Issues

TO SEE IF NHMA WILL OPPOSE legislation to increase the 60% bond vote requirement for official ballot communities.

26. Mandatory Tax Liens

TO SEE IF NHMA WILL SUPPORT legislation to change RSA 80:59 to read: "The real estate of every person or corporation shall be subject to the tax lien procedure by the collector, in case all taxes against the owner shall not be paid in full on or before December 1 next after its assessment, provided that the municipality has adopted the provisions of RSA 80:58-86 in accordance with RSA

80:87. A real estate tax lien imposed in accordance with the provisions of RSA 80:58-86 shall have priority over all other liens.”

27. Tax Bill Information

TO SEE IF NHMA WILL SUPPORT legislation to amend RSA 76:11-a to allow those municipalities which have adopted the deaf exemption to include the word “deaf” following the word “blind” in the information contained on tax bills.

Infrastructure, Development, and Land Use

Action Policy Recommendations

1. Restoration of Full General Revenue Funding for Municipal State Aid Grant (SAG) Programs

TO SEE IF NHMA WILL SUPPORT legislation to restore full general revenue funding of municipal wastewater, public drinking water and landfill closure grants administered by the NH Department of Environmental Services.

2. Municipal Use of Structures in the Right-of-Way

TO SEE IF NHMA WILL SUPPORT legislation to authorize municipalities to use, for any municipal purpose, the space designated for municipal good upon all poles, conduit and other structures within their rights-of-way without paying unreasonable make-ready costs. This includes the right to use that space for data and voice transmission to, from, and by the municipal government, schools, library, and other governmental institutions. This includes a requirement that the owners of utility poles and conduit do the necessary work for that space to be available.

3. Regional Water Quality

TO SEE IF NHMA WILL SUPPORT legislation to encourage the State of New Hampshire and its political subdivisions to work cooperatively on a watershed or regional basis in addition to dealing with all water quality issues as individual communities.

Municipal interest to be accomplished by proposal: More efficient use of limited taxpayer resources to deal with achieving compliance under Clean Water Act requirements and state regulations.

Explanation: Many of the impaired water bodies in the state have numerous contributors to the impairments and no individual community can deal with all of the water quality issues within a water body. Also, limited resources should be targeted to the largest water quality improvements to provide the cleanest water resources to our citizens. Around the country various models have been

established, and New Hampshire should assess these various alternatives to see if one or a combination of several models would work for the state. **Submitted by: Carl Quiram, Director of Public Works, Goffstown.**

Priority Policy Recommendations

4. Diversion of Highway Funds.

TO SEE IF NHMA WILL SUPPORT legislation and administrative action to limit or eliminate the diversion of highway funds for non-highway purposes.

5. Site Evaluation Committee and Local Input

TO SEE IF NHMA WILL SUPPORT legislation establishing a procedure similar to RSA 674:54 requiring applicants to the state's Site Evaluation Committee (SEC) to notify and appear before the local planning board prior to the issuance by the SEC of certificates for the construction of energy facilities under RSA 162-H.

6. RSA 162-K: Authority for Inter-municipal Cooperation

TO SEE IF NHMA WILL SUPPORT legislation to provide more explicit authority for inter-municipal cooperation in economic development and revitalization districts (*see* RSA 162-K).

7. Solid Waste Revolving Funds

TO SEE IF NHMA WILL SUPPORT legislation to allow municipalities to establish, by vote of the legislative body, revolving funds for their solid waste programs, including solid waste collection, disposal, and the operation of any municipally operated transfer station, in addition to recycling.

8. Clarify Establishing Highways

TO SEE IF NHMA WILL SUPPORT legislation clarifying that the dedication and acceptance method of highway creation requires express acceptance by vote of the legislative body, or the board of selectmen if so delegated.

9. Water Fund

TO SEE IF NHMA WILL SUPPORT legislation to implement the recommendations of the Commission on Water Infrastructure Sustainability Funding (the "SB 60 Commission"), including (1) the establishment of a water trust fund to ensure adequate annual investment in water infrastructure, and (2) a sustainable revenue source for the water trust fund.

Municipal interest to be accomplished by proposal: Long-term investment in the infrastructure that cleans and carries water is essential to the health and economy of New Hampshire. Water is a resource that cannot be neglected, and a water trust is essential to ensure that large and small

communities can maintain the infrastructure to meet the regulatory limits, and the social and economic goals of communities.

Explanation: The SB 60 Commission worked for three years to develop findings and recommendations for the establishment of a sustainable trust for water infrastructure. NHMA should support this initiative as it affects all New Hampshire municipalities. **Submitted by: Shelagh Connelly, Chair, New Hampshire Water Pollution Control Association.**

Standing Policy Recommendations

10. Adequate Highway Funding

TO SEE IF NHMA WILL SUPPORT legislation to ensure adequate state revenue dedicated to highway improvements, which may include the road toll (gas tax) under RSA 260:32, increased motor vehicle registration fees, or any other source, so long as all additional revenues are used for highway purposes, and provided that the proportionate share of such additional revenues is distributed to cities and towns as required by existing law.

11. Alternative Funding for Transportation

TO SEE IF NHMA WILL SUPPORT the establishment of alternative funding sources to ensure the maintenance and improvement of existing and future state and local transportation infrastructure and to provide greater focus and financial support for all modes of transportation.

12. Conservation Investment

TO SEE IF NHMA WILL SUPPORT permanent funding for the Land and Community Heritage Investment Program and **OPPOSES** any diversion of such funds to other uses.

13. Environmental Regulation and Preemption

TO SEE IF NHMA WILL SUPPORT legislation that (a) recognizes municipal authority over land use and environmental matters, (b) limits state preemption of local environmental regulation, and (c) recognizes that even when local environmental regulation is preempted, compliance with other local laws, such as zoning and public health ordinances and regulations, is still required.

14. Underground Utilities

TO SEE IF NHMA WILL SUPPORT legislation clarifying that municipalities may incur debt for the purpose of removing overhead utilities and replacing them with underground utilities.

15. Energy, Renewable Energy and Energy Conservation

TO SEE IF NHMA WILL SUPPORT legislation encouraging state and federal programs that provide incentives and assistance to municipalities to adopt energy use and conservation techniques that will manage energy costs and environmental impacts, promote the use of renewable energy

sources, and promote energy conservation, and opposes any legislation that overrides local regulation.

16. Open Space Retention and Sprawl Prevention

TO SEE IF NHMA WILL SUPPORT legislation encouraging statewide programs that provide incentives and assistance to municipalities to adopt land use planning and regulatory techniques that will better prevent sprawl, retain existing tracts of open space, and preserve community character.

17. Sludge/Biosolids

TO SEE IF NHMA WILL SUPPORT reliable enforcement of scientifically based health and environmental standards for the management of sludge, septage, and biosolids; and **OPPOSE** any state legislation that would curtail the ability of municipalities to dispose of municipally-generated biosolids through land spreading, when done in accord with such scientifically based health and environmental standards.

18. Current Use

TO SEE IF NHMA WILL OPPOSE any legislative attempt to undermine the basic goals of the current use program and **OPPOSE** any reduction in the 10-acre minimum size requirement for qualification for current use, beyond those exceptions now allowed by the rules of the Current Use Board.

19. Complete Streets

TO SEE IF NHMA WILL SUPPORT legislation providing for consideration and possible implementation of a Complete Streets Policy at the state level, to include accommodating the input and needs of, and the financial impact on, political subdivisions.

Municipal interest to be accomplished by proposal: There is a growing awareness that conventional design, operation and maintenance of transportation facilities have been biased toward accommodating speed and capacity for motor vehicles, and that a more comprehensive approach is needed to adequately support mobility and quality of life for all members of the community. The Complete Streets concept is a response to this concern, which focuses on ensuring that streets are safe, comfortable and convenient for travel for everyone, including motorists, pedestrians, bicyclists and public transportation users, and for all ages and abilities.

In recent years, the City of Portsmouth has been designing its street improvement projects with an increased attention to pedestrian and bicycle safety and convenience, and in 2013 the City adopted a formal Complete Streets policy to formalize this approach. However, it is important that local initiatives such as Portsmouth's be supported by a statewide Complete Streets policy.

Explanation: A statewide Complete Streets policy would require transportation agencies to approach every transportation improvement and project phase as an opportunity to create safer, more accessible streets for all users. These phases include planning, programming, design, right-of-way acquisition, construction engineering, construction, reconstruction, operation and maintenance.

Complete Streets principles can be applied on new projects, but also can be applied incrementally on existing streets through a series of improvements and activities over time.

An effective Complete Streets policy is sensitive to community context. A strong statement about context can help align transportation and land use planning goals, creating livable and resilient villages, towns and neighborhoods.

To date, 27 states have adopted statewide Complete Streets policies, including the New England states of Vermont, Massachusetts, Connecticut and Rhode Island. **Submitted by: Rick Taintor, Planning Director, Portsmouth; Christopher Parker, Director of Planning and Community Development, Dover; Thomas J. Aspell, Jr., City Manager, Concord.**



Legislative Principles

In addition to the established Legislative Policy positions adopted by the New Hampshire Municipal Association membership, the following principles should guide staff in setting priorities during any legislative biennium:

1. Consider unfunded mandate issues that violate Part 1, Article 28-a of the New Hampshire Constitution to be paramount. Identify them and oppose them.
2. Work to maintain existing revenue streams to municipalities, (i.e. revenue sharing, meals and rooms tax, highway, and other state aid). Be especially watchful of proposals to reduce local aid in order to meet other funding commitments.
3. Advocate to maintain existing local authority.
4. Support issues which provide greater authority to govern more effectively, efficiently and flexibly at the local level, including local option legislation. If the legislature is considering adopting a program that is particularly controversial at the local level, support a requirement that a local legislative body vote is necessary before full implementation of the measure.
5. Support bills proposed by individual municipal members, except when they conflict with these principles or other NHMA policies. Staff should prioritize time and resources when there are competing demands in order to focus on NHMA's broad agenda first.
6. Encourage exemptions from state taxes rather than local property taxes when legislative intent is to preserve statewide resources.
7. Advocate for municipal representation on all state boards, commissions, and study committees which affect municipal government and have non-legislative members.
8. Work cooperatively with other groups and associations to support efforts to improve the delivery of services at the local level.
9. Support municipal efforts toward effective regional cooperation and delivery of municipal services.
10. Support efforts to develop a statewide technology network that fosters increased communication and greater compatibility among levels of government and within and between agencies in all levels of government.



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) _____ Date _____

City or Town _____ Title of Person Submitting Policy _____

Floor Policy Proposal approved by vote of the governing body on (date) _____

To see if NHMA will SUPPORT/OPPOSE:

Municipal interest to be accomplished by proposal:

Explanation:

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentalaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**

2015-2016 NHMA Legislative Policy Process Questions & Answers

1. What is the purpose of establishing NHMA legislative policy? The New Hampshire Municipal Association (NHMA) is the voice of New Hampshire's cities and towns before the state legislature and state agencies. Adoption of legislative policy allows your municipal voice to be heard through the actions of your organization – NHMA. By adopting legislative policy, local officials can tell elected representatives what they feel are the major concerns of cities and towns.

The NHMA Board of Directors oversees NHMA's advocacy activities. Legislative policy positions direct the board and NHMA staff in representing municipalities before the legislature and state agencies.

2. How are legislative policy recommendations prepared? In the spring of each even-numbered year, NHMA forms legislative policy committees addressing different aspects of municipal government. The three committees this year are:

1. Finance and Revenue;
2. General Administration and Governance; and
3. Infrastructure, Development and Land Use.

These three policy committees consider issues and problems derived from their own experience as local officials, issues sent in by other members or brought to them by staff, past policy positions, and issues resulting from the most recent legislative session. Each committee holds several meetings during the spring and develops policy recommendations to be voted on by member municipalities at the Legislative Policy Conference.

3. Who votes on adoption, amendment, or rejection of these recommendations, and when? On Friday, September 26, 2014, at 9:00 a.m., the 2015-2016 NHMA Legislative Policy Conference will be held at NHMA offices (25 Triangle Park Drive) in Concord. *Each member municipality will be asked to appoint a voting delegate to cast its vote at this conference.* Each member municipality, regardless of size, has one vote on all policy matters.

In the absence of any other designation by the Board of Selectmen, Aldermen, or Council, a voting delegate card will be issued at the door (in order of priority determined by the NHMA Municipal Officials Directory) to:

Mayor/Chair of Board of Selectmen/Council Chair

OR

Mayor Pro Tem/Vice or Assistant Mayor/Council Vice Chair

OR

Selectman/Alderman/Councilor

OR

City or Town Manager/Administrative Assistant

4. Will other policy proposals be voted on at the conference? Yes, municipalities will have the opportunity to submit floor policy proposals for consideration at the conference. Each floor policy proposal must be approved by the governing body of the municipality submitting it, but the

proposals will not be reviewed or recommended by NHMA's legislative policy committees. Floor policy proposals will be voted on separately at the conference.

5. How does our voting delegate determine a position on these recommendations? We urge each municipality's governing body to discuss the recommendations in advance of the Legislative Policy Conference and vote to take a position on each one, in order to give direction to the voting delegate. Otherwise, your voting delegate is free to cast your municipality's vote as he or she desires.

6. How are the policy recommendations presented and voted on at the Legislative Policy Conference? The chair of the board of directors, as the presiding officer of the Legislative Policy Conference, introduces the entire set of recommendations of each policy committee, one committee at a time, as a slate. The co-chairs of each committee will be available to address questions. Any voting delegate may ask that a recommendation be set aside to be debated and voted on separately. The remaining recommendations are voted upon as a slate. When the slate from each policy committee has been voted, the voting delegates will then return to those items set aside for separate debate and vote. It is at this time that individual items can be killed, amended, passed over, laid on the table, etc. Votes are by a display of special voting delegate cards.

7. Are policies adopted by a simple majority vote? No. NHMA's by-laws require a two-thirds affirmative vote of all members present and voting for approval of any NHMA legislative policy.

8. Why is the Legislative Policy Conference separate from the November annual meeting? The Legislative Policy Conference must be held before the annual conference in order to meet the legislative deadlines for the filing of new bills. The staff needs time after adoption of policies to draft bills and secure sponsors.

9. How will I know what policies are adopted if I don't go to the Legislative Policy Conference? The final 2015-2016 NHMA Legislative Policies will be printed as a supplement in the November/December, 2014 issue of *Town & City* magazine. We will also post them on the NHMA's web site at www.nhmunicipal.org.

10. What happens if an issue that is not covered by any of these policies comes before the legislature? The NHMA Board determines the position that the staff will advocate on issues not covered by specific NHMA Legislative Policy. The policy conference also endorses a set of 10 Legislative Principles, which augment the specific legislative policy positions by setting forth general principles that guide staff in their advocacy efforts.

Denise Duval

From: Scott Bugbee <sbugbee@comcast.net>
Sent: Saturday, August 23, 2014 12:40 PM
To: Carole Dennis; 'David Cedarholm'
Cc: Julie Glover; Denise Duval
Subject: NHMA Legislative Policies

I finished reviewing all the Finance and Administration policies and have developed a short analysis of each for your review.

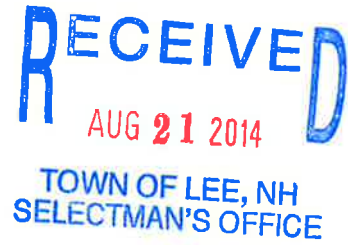
1. Tax Rate Setting – Action item to speed up the DRA to provide towns information quicker so tax rates can be set more quickly.
2. Use of RSA 83-F Utility Values – Utilities use low DRA values for appealing tax evaluations but DRA will not defend those values nor will they reveal how they determined those values. Problematic for town's who use the DRA evaluations in an utility appeal.
3. Real Estate Income and Expense Statement on Appeal – Disallow entities from using this information in their appeal without providing it to the town when requested.
4. Clarification of Elderly Exemption – Including all the property's residents income when calculating the elderly exemption not just the elderly resident.
5. Separate Ballot boxes for Bond Votes – No town seems to be using the RSA's procedure so clean up the RSA to reflect the process that is actually being done.
6. Expanding the 10% Limitation – Expanding the limitation to include a 10% reduction as well as a 10% increase.
7. All Public Real Estate taxable if used by Private Occupants – Cleaning up legislative intent on this subject.
8. Pollution Control Exemption – Repeal exemption.
9. Prorating Disabled Exemption – Clearing up disabled exemption for fractional ownership of a property.
10. Penalty for Failure to Submit Current use Information – Put some teeth into this RSA for towns to use to gain this information.
11. Recording Fees for Elderly Exemption – Cost of procedure should be paid by the resident not the town for this process.
12. Flood Control Payments – Does not currently affect the Town of Lee. Some NH towns get money from MA towns that is collected by the State of NH and then distributed to these NH towns affected by dams to protect MA towns but NH does not or will not force the MA towns to pay up.

13. Downshifting of State Costs and State Revenue Structures – Opposing any more State cost downshifting or revenue reductions to NH towns.
14. State Revenue Structures and State Education Funding – The old state education funding issue.
15. New Hampshire Retirement System – Keeping the status quo and not making it more expensive for towns to participate.
16. Utility Appraisal Method – Continue to allow towns any method to determine utility values.
17. Modifying Post-Municipal Appeal Deadline Date – Make the appeal window the same as the tax window – appears to have been a legislative oversight when the date was put into the RSA.
18. Charitable Definition and Mandated Property Tax Exemption – Not expanding the definition of a charitable organization unless the State reimburses towns for the lost revenue.
19. Telecom Company Property Tax Exemption – Continue to oppose tax exemption for telecoms.
20. Collection of State Wide Education Property Tax – Having to position on this procedure.
21. Negotiated PILOTs for Water System Property – Continue to support current RSAs for this procedure.
22. State Budget Cap – Continue to oppose budget caps.
23. Budget Year Conversion – Support simplifying the process.
24. Management of Trust Funds – Making all trust funds subject to the same requirements as the trust funds held by the Trustees of the Trust Funds are now.
25. Minimum Vote Required for Bond Vote – Keeping the current 60% requirement and not increasing it.
26. Mandatory Tax Liens – Changing the RSA to say SHALL instead of MAY for making a lien on a property that is delinquent in taxes.
27. Tax Bill information – Adding the deaf exemption to the blind exemption on tax bills. This cleans up the process.

I was not involved in the other two committee's work so I don't have any additional insight into their proposals. I think we should schedule a special BOS meeting to discuss all the proposals and to determine how the BOS wishes to proceed.

Thanks

Scott Bugbee



TO: Key Officials

FROM: Judy A. Silva, Executive Director
Cordell A. Johnston, Government Affairs Counsel

DATE: August 20, 2014

RE: 2015-2016 Legislative Policy Conference ~ Friday, September 26, 2014

Floor Proposals and Legislative Principles

Enclosed please find a copy of the nine floor policy proposals that have been submitted for discussion and vote at the NHMA Legislative Policy Conference. These floor policies supplement the policy recommendations prepared by the three legislative policy committees, which were mailed to each municipality on June 17, 2014. In addition to the policy recommendations and the floor proposals, delegates at the conference will vote on NHMA’s Legislative Principles, which also were included in the June 17 mailing. If you need copies of any of these documents, you can find them on the NHMA website, www.nhmunicipal.org. (Near the top of the home page, click on the “Advocacy” tab, then use the menu on the left to find “Legislative Principles,” “2015-2016 Legislative Policy Recommendations,” and “2015-2016 Floor Policies.”)

Voting Delegate

Each member municipality has one vote at the Policy Conference. Each governing body is asked to appoint a voting delegate to cast the municipality’s vote on the policy proposals presented. **We are sending a pre-stamped voting delegate card to the chief administrative officer in each municipality (or the governing body chair if no administrative staff) to return to us indicating the governing body’s appointment for voting delegate.** Please mail this card back to us no later than Wednesday, September 17. See the Legislative Policy Process Questions & Answers document, also sent with the June 17 mailing and available on the NHMA website, for a description of who will have voting privileges for a municipality in the absence of any formal designation.

Policy Conference

The Legislative Policy Conference is scheduled for **Friday, September 26, 2014 at 9:00 a.m. at NHMA’s offices at 25 Triangle Park Drive** in Concord.

We urge the governing body of each municipality to discuss the full slate of policy recommendations, along with these floor proposals, and to take a position on each proposal to give guidance to your voting delegate. Otherwise, your voting delegate is free to vote at the Policy Conference as he/she desires! At the conference, delegates may vote to approve, reject, amend, or table a policy proposal. They may also vote to change the order of priority of the various policies.

This is an important opportunity for each member municipality to participate in determining NHMA legislative policy for the 2015-2016 biennium—we count on your input! As always, please do not hesitate to call or e-mail (governmentaffairs@nhlgc.org) the Government Affairs Staff with any questions, comments, or concerns. We look forward to seeing you on September 26th!



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Joan Morel Date August 11, 2014
City or Town Town of Hinsdale Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) August 11, 2014

To see if NHMA will SUPPORT/~~OPPOSE~~^{XXXXXX}: The modification of RSA 41:18 to read "Each town shall have a deputy town clerk....."

Municipal interest to be accomplished by proposal: RSA 41:18 currently reads "Each town may have a deputy town clerk....". This change will assure that Towns have a deputy town clerk to fill in town clerk absences and serve the public.

Explanation: Previously this statute left the appointment of a deputy town clerk to the elected town clerk with the approval of the selectmen. The current town clerk was absent many times and refused to appoint a deputy town clerk.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentsaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Joan Morel Date August 11, 2014
City or Town Town of Hinsdale Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) August 11, 2014

To see if NHMA will SUPPORT/OPPOSE: The amendment of RSA 41:9-b, V to add "and officials elected to non-volunteer positions in the municipality".

Municipal interest to be accomplished by proposal: Currently elected officials such as Town Clerk, Tax Collector, and Treasurer are not subject to a background investigation and criminal history record checks. These positions handle the vast majority of funds coming to the municipality.

Explanation: As stated above, an elected Town Clerk, Tax Collector, and Treasurer are not subject to a background investigation and criminal history record checks. Candidates for employment are subject to this procedure. The elected officials stated above should be fiduciary responsible to voters, and to perform a background investigation and criminal history record check prior to being sworn into office would help with some assurance to the voters that the person is responsible for handling of monies.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentsaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**

New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name): Steve Malizia

Date: August 12, 2014

City or Town: Hudson

Title of Person Submitting Policy: Town Administrator

Floor Policy Proposal approved by vote of the governing body on (date)

August 5, 2014

To see if NHMA will SUPPORT/OPPOSE:

To see if NHMA will support legislation to allow municipal library budgets to appear as a separate warrant article on the Town Meeting SB2 ballot.

Municipal Interest to be accomplished by proposal:

To give the voters greater visibility to the appropriations necessary to operate the municipal library when they vote at the Annual Town Meeting.

Explanation:

Currently, in SB2 communities, the operating budget for the Town appears as a separate warrant article. The article raises and appropriates a sum of money for the operation of the Town and also defines a default budget should the proposed budget not pass. In 2014, separate warrant articles were allowed on the ballot to raise and appropriate funds to run a municipal water utility and a municipal sewer utility. Each of these articles also identified a default budget should the article(s) not pass. The Hudson Board of Selectmen believe that it would be appropriate to allow SB2 communities to put municipal library budgets, separate from the Town's general fund budget, so that the voters would have greater visibility into the cost to operate the library as well as the ability to vote for a library default budget. Another strong argument in favor of allowing the library budget to be a separate warrant article is that the Library Trustees are a separately elected body, not subject to the direction of the Board of Selectmen.

NHMA

New Hampshire Municipal Association 2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by: Barrington Board of Selectmen who voted to request and support this floor policy proposal at their meeting July 28, 2014: Town Barrington, NH

Title of Person Submitting Policy: Town Administrator John Scruton on behalf of the Board of Selectmen.

Floor Policy Proposal approved by vote of the governing body on (date) July 28, 2014

To see if NHMA will SUPPORT:

An increase in the amount of a public project before it requires mandatory obtaining of a performance bond so the local governing body could elect to waive the performance bond for any project under \$75,000 in RSA 447:16. The proposal would allow the governing board on a case by case basis between \$35,000 and \$75,000 the option to waive the performance bond or to require it.

Municipal interest to be accomplished by proposal:

Inflation has caused many more projects to require a performance bond, including more building repair projects and relatively small road projects. Currently some small companies end up not bidding on these projects because of the challenges of getting a performance bond. If a small company had no subcontractors; the town had assurance the suppliers were paid, and the town did not pay until the work was complete there would be little need for the performance bond, but it is now required regardless of the type of public project.

Explanation:

The provision limits the ability of small local companies to compete for projects. It likely results in higher costs to the community since the cost of the performance bond is passed on to the taxpayers. Allowing the local option for the governing board to waive the bond in this range of project, could save towns money and award the project locally.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentsaffairs@nhmunicipal.org • Must be received by August 15, 2014.



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Joan Morel Date August 11, 2014
City or Town Town of Hinsdale Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) August 11, 2014

To see if NHMA will SUPPORT/OPPOSE: ~~OPPOSE~~ The amendment of RSA 75:1 so that the last sentence will read "The selectmen shall receive and consider all evidence that shall be submitted to them relative to the value of property upon request, including rental income and expenses, the value of which cannot be determined by personal examination."

Municipal interest to be accomplished by proposal: Taxation of property in an equitable manner so that all taxpayers pay their fair share.

Explanation: Currently assessors ask for income and expenses information but receive very few responses. This results in an inaccurate application of income and expenses to all properties with rentals - for instance apartments, rented homes, rental spaces in businesses, etc. - because assessors use the submitted information to apply average incomes and expense to all similar properties.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governanceaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Joan Morel Date August 11, 2014
City or Town Town of Hinsdale Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) August 11, 2014

To see if NHMA will SUPPORT/~~OPPOSE~~: Legislation for a penalty for failure to submit requested information relative to the value of property as described in RSA 75:1. The penalty shall be 1% of the assessed value of the property.

Municipal interest to be accomplished by proposal: Collection of information relative to the value of property will be more likely to come in from all property owners, thereby allowing for more equitable taxation of property so that all property owners will pay their fair share.

Explanation: A property owner did not submit income and expenses for a property, then appealed the denial abatement to the BTLA. The case decision is pending.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governanceaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Scott Dunn Date August 14, 2014

City or Town Gilford Title of Person Submitting Policy Town Administrator

Floor Policy Proposal approved by vote of the governing body on (date) August 13, 2014

To see if NHMA will SUPPORT: Amending RSA 41:9-a to add a new paragraph VI to read: "A Town may, by vote of the governing body, impose a standard fee of no more than ten dollars (\$10.00) and/or require reimbursement for actual postage or shipping costs for any mailing that is provided as a convenience to the public except where such fees or mailings are otherwise prescribed by law. The monies collected under this paragraph shall be transferred to the custody of the treasurer for deposit into the municipality's general fund."

Municipal interest to be accomplished by proposal:

Reimburse municipalities for costs incurred for benefit of others.

Explanation:

Municipalities should have legislative authority to charge for postage when performing services as a convenience.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**



New Hampshire Municipal Association
2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by Barrington Board of Selectmen Date June 3, 2014

City or Town Barrington Title of Person Submitting Policy Board of Selectmen

Floor Policy Proposal approved by vote of the governing body, Barrington Board of Selectmen, on June 2, 2014

To see if NHMA will SUPPORT changes to RSA 674:41 to allow as a local option greater flexibility so a landowner who has been through the process once for a building permit for a residence or other building permit, obtained approval from the Governing Body to build, and filed the necessary indemnification for that building, the owner of that property does not then have to go through the entire procedure for additions and accessory structures, decks, etc. if the building permit is not an expansion of use that might increase the community's exposure of liability.

Municipal interest to be accomplished by proposal:

Currently property owners on Class VI roads and Private Roads have to go through the process in RSA 674:41 every time the property owner comes for a building permit, even if they have been through the process before for the main residence and filed the indemnification. This would allow the Governing Body the ability to grant the Building Inspector authority to approve the issuance of future permits without requiring the steps of RSA 674:41 each time a building permit for changes occurred on the previously approved property. This would save town boards' and official's time and money involved in a process that seems unnecessarily duplicative. Any expansion of use or change of use creating greater liability would require Governing Board approval under procedures of RSA 674:41 due to the increase in liability exposure.

Explanation:

RSA 674:41 forbids granting a building permit on Class VI and certain Private Roads (sections 1(c & d)) without following a specified procedure to ensure the Governing Body has approved of that building and that there is an indemnification filed by the owner. Currently second building permits on the same property, even for small projects, require the same process. If the Town has approved the building of a residence or other building on the lot and the owner has filed an indemnification, the Governing Body should have authority to authorize future permits for things like barns, garages, decks, etc. without requiring the entire procedure in 674:41.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentalaffairs@nhmunicipal.org. Must be received by August 15, 2014.



9.

New Hampshire Municipal Association 2015-2016 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Board of Selectmen

Date: August 13, 2014

City or Town: Fitzwilliam

Title of Person Submitting Policy : Susan Silverman, Chairman Board of Selectmen

Floor Policy Proposal approved by vote of the governing body on (date) August 11, 2014

To see if NHMA will SUPPORT the revision of elements of RSA 12-E as described below to better address the mandatory integration of local and state regulations.

Municipal interest to be accomplished by proposal: (Concerns and proposed changes in response to Judge Kissinger's ruling March 17, 2014 that determined RSA 12-E preempts all local ordinances with regard to mining.) TO enhance the local taxpayers and residents input in the State process of regulating mining within its boundaries. Mining is distinctly different from other activities that serve the public good such as utilities in which the state preempts local regulations. We would suggest a similar relationship between local and state regulations as described in RSA 483 B:3, II (Shoreland Protection) which states: "When the standards and practices established in this chapter conflict with other local or State laws and regulations, the more stringent standard shall control".

Explanation: In addition, the following should be considered for revision:

1. RSA 12-E:1, XIII Pre-application hearing currently allows for only one representative from the town to attend, and does not produce any official record that is covered under 91-A.
2. RSA 12-E:1 IX (a) defines an exemption for mining under 2000 cubic yards per year and less than 5 acres in area. This type of commercial operation should be regulated by local ordinances just as any other business operating in town and should fall under site plan review much as excavation does. Towns should have the ability to create mining regulations that make the operation compatible with the municipality, while not prohibiting mining.
3. RSA 12-E:4 VII: This part of the statute should address more clearly public safety caused by damage to public roads not built for mining vehicle use, and the mining plan defined here should include the filing of an engineering plan of relevant access roads that addresses the condition of the roads before, after and during the operation. This should allow for the town to be compensated for any damage to the roads.
 4. RSA 12-E:4 X (d) should be amended to add "or it lies in a residential neighborhood"
 5. RSA 12-E:5 There needs to be more time before a public hearing on the application, and it should state clearly that the hearing should be held in the affected community. Under the current regulation, the hearing could be held with as little as 5 days notice, hardly enough time to disseminate or evaluate any propose activity. We would suggest a 10 day notice as a minimum notice period.

6. RSA 12-E:6 The financial assurance plan should include monies for municipal road repair, as well as land reclamation.
7. There should be some consideration of a revenue stream as part of the process to flow from the applicant/operator to the municipality, such as a tax on stone removed (cu yds), similar to the excavation tax and timber tax.
8. The State still has not defined its own rules and regulations surrounding this type of activity and that should be required of DRED and DES, especially as they are now receiving requests for permits, holding pre-application meetings and making determinations on whether or not a proposed operation requires a permit.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; email to governmentaffairs@nhmunicipal.org. **Must be received by August 15, 2014.**

SELECTMEN'S MEETING

September 2, 2014

CONSENT AGENDA ITEMS

(Individual items may be removed by any Selectman for separate discussion and vote)

SIGNATURES REQUIRED

- Abatement Recommendation
- Veterans Tax Credit Application
- Notice of Intent to Cut (2)
- PSNH Petition and Pole License

INFORMATION ONLY

- Letter from DOT re: Pre-Disaster Mitigation Grant
- LEOP Grant Approval Letter

**ABATEMENT
RECOMMENDATION**

TO: Select Board
Town of Lee

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

DATE: August 25, 2014

RE: Elaine Trigilio
25 Crane Crossing Road
Newtown, NH 03858

Property Tax Map 28 Lot 1-46
Address: L46 Ferndale Acres

Tax Year: 2014

The subject is a camper on rented land. A supplemental assessment was issued, however the incorrect tax amount was utilized. As this is the case, it is recommended that an abatement of the first issue tax bill in the amount of \$204 plus any applicable interest be granted. Assessment and taxes due will correct for the fall tax bill.

Abatement Granted

Abatement Denied

Dated _____

**TAX CREDIT/EXEMPTION
APPLICATION RECOMMENDATION**

To: Select Board
Town of Lee

Date: August 25, 2014

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

RE: Veteran Tax Credit Application
Tax Map 11 Lot 1-400

The above application and discharge paperwork was provided and reviewed. Based on my review it appears that Alan Finch 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

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 FINCH	FIRST NAME ALAN	INITIAL J
	PROPERTY OWNER'S LAST NAME FINCH	FIRST NAME PATRICIA	INITIAL C
	MAILING ADDRESS 5 STAGERS LANE		
	CITY/TOWN LEE	STATE NH	ZIP CODE 03861
	CITY/TOWN TAX MAP #	BLOCK #	LOT #
ADDRESS OF PROPERTY			
STEP 2 VETERANS' TAX CRED- ITS/EX- EMPTION	1 Veteran's Name ALAN J. FINCH		
	2 Date of Entry into Military Service June 27, 1966	3 Date of Discharge/Release from Military Service Feb. 27, 1972	
	4 <input 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 US Coast Guard		
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 type="checkbox"/> Total Veteran Exemption <input 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 1/6/46 Spouse/CU Partner's Date of Birth 1/6/58 Must be 65 years of age on or before April 1st of year for which exemption is claimed.		
	<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		
	<input 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 <i>Patricia Finch</i>	DATE 7/12/14	DATE 7/12/14
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, 2009 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/LOT/CITY

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
11	1	400			
<input checked="" type="checkbox"/> Veterans' Tax Credit (\$50 minimum to \$500)	Amount \$	500.00			
<input type="checkbox"/> Service Connected Total & Permanent Disability (\$700 minimum to \$2000)	Amount \$				
<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"/> 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
<input type="checkbox"/>	<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					
	Amount \$	Granted	Denied	Date	
<input checked="" type="checkbox"/> Elderly Exemption					
<input type="checkbox"/> Disabled Exemption					
<input type="checkbox"/> Improvements to Assist the Deaf					
<input type="checkbox"/> Improvements to Assist Persons with Disabilities					
<input type="checkbox"/> Blind Exemption					
<input type="checkbox"/> Deaf Exemption					
<input type="checkbox"/> Solar Energy Systems Exemption					
<input type="checkbox"/> Woodheating Energy Systems Exemption					
<input type="checkbox"/> Wind-Powered Energy Systems Exemption					

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

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS
GENERAL INSTRUCTIONS

WHERE TO FILE	File with your city/town of primary residency by April 15th <i>preceding</i> the setting of the tax rate.		
WHO MAY FILE	Applicant must be qualified as of April 1st of the year the exemption and/or tax credit is claimed. Financial qualifications required for certain exemptions must be met by the time of application. An applicant must have resided in this state for at least one year preceding April 1st, in the year in which the veterans' tax credit is claimed. An applicant must have resided in this state for at least three years preceding April 1st in the year for which the elderly exemption is claimed and five years in which the deaf or disabled exemption is claimed. The terms owner, own or owned, shall include those persons who hold equitable title or the beneficial interest for life in the property.		
RECOGNITION OF CIVIL UNION (CU PARTNERS)	Effective January 1, 2008, New Hampshire recognizes civil unions. RSA 457-A. Parties who enter into civil unions are entitled to all the rights and subject to all the obligations and responsibilities provided for in state law that apply to parties who are joined together under RSA 457.		
CREDITS	Tax credits approved will be deducted from their property tax amount.		
EXEMPTIONS	Tax exemptions approved are deducted from the amount of the property owner's total assessed value prior to the calculation of tax due.		
ELDERLY EXEMPTIONS RSA 72:39-a RSA 72:33-b	Applicant must have resided in this state for at least 3 consecutive years preceding April 1st in the year which the exemption is claimed. Property must be: owned by a resident; or owned by a resident jointly or in common with the resident's spouse or civil union partner, either of whom meets the age requirement for the exemption claimed; or owned by a resident jointly or in common with a person not the resident's spouse or civil union partner, if the resident meets the applicable age requirement for the exemption claimed; or owned by a resident, or the resident's spouse, either of whom meets the age requirement for the exemption claimed, and when they have been married for at least 5 years. Property cannot have been transferred to the applicant, from a person under the age of 65, and related to the applicant by blood or marriage, within the preceding five years. Property must meet the definition of residential real estate, per RSA 79:39-a(c), which includes the housing unit, which is the person's principal home and related structures such as a detached garage or woodshed. It does not include attached dwelling units and unattached structures used or intended for commercial or other non-residential purposes. If fractional interest is owned, see RSA 72:41, Proration.		
ELDERLY, DEAF & DISABLED FINANCIAL QUALIFICATIONS RSA 72:39-a RSA 72:38-b RSA 72:37-b	INCOME LIMITATION	Includes Income from any source including Social Security or pension.	Excludes Life insurance paid on the death of an insured; Expenses and costs incurred in the course of conducting a business enterprise; Proceeds from the sale of assets.
	ASSET LIMITATION	Includes The value of all assets, tangible and intangible.	Excludes The value of the person's actual residence and the land upon which it is located up to the greater of 2 acres or the minimum single family residential lot size specified in the local zoning ordinance. The value of any good faith encumbrances.
ADA COMPLIANT	Individuals who need auxiliary aids for effective communications in programs and services of the New Hampshire Department of Revenue Administration are invited to make their needs and preferences known. Individuals with hearing or speech impairments may call TDD Access: Relay NH 1-800-735-2964.		

LINE-BY-LINE INSTRUCTIONS

STEP 1 NAME & ADDRESS	Type or print the property owner(s) name and address in the spaces provided. Also, enter the Tax Map, Block, Lot numbers and the property (Location) address for which the credit or exemption applies.
STEP 2 VETERAN'S TAX CREDIT/ EXEMPTION	Line 1 Enter the Name of the Veteran. Line 2 Enter the date of entry into military service. Line 3 Enter the date of discharge or release from military service. Line 4 Check the box or boxes that apply to indicate whether you are a veteran, veteran's spouse/CU partner or surviving spouse/ CU partner of a veteran and what type of credit(s) you are applying for. Line 5 Enter the name of the Allied Country in which you served, if applicable. Line 6 Enter the Branch of Service that you served in. Line 7 Check the box if you were a US citizen at the time of entry into the service. Line 8 Check the box if you were an alien but a resident of NH at the time of entry into the service. Line 9 Check the appropriate box to indicate if another veteran owns an interest in this property. If yes, provide name. Line 10 Check the appropriate box(es) to indicate whether you are applying for a total veteran's exemption.
STEP 3 OTHER EXEMPTIONS	Line 11 If an elderly exemption is requested, check that box and enter the applicant's date of birth. And if appropriate, enter the spouse/CU partner's date of birth. Line 12 Check the appropriate box or boxes to indicate the exemption(s) you are applying for.
STEP 4 IMPROVEMENTS	Line 13 Check the box if your property has improvements to assist persons with disabilities or to assist the deaf.
STEP 5 RESIDENCY	Line 14 Check the box or boxes to indicate that you meet the minimum resident time requirements listed. NOTE: The surviving spouse/CU partner tax credit under 72:28 III and 72:29-a may be applied on any property in the same municipality where the applicant is a resident.
STEP 6 OWNERSHIP	Line 15 Check the box indicating whether or not you own 100% of the property. If no, give the percentage that you do own.
STEP 7 SIGNATURES	All property owners must sign in ink. Attach additional pages with owners signatures if there are more than two owners of record.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
PERMANENT APPLICATION FOR PROPERTY TAX CREDIT/EXEMPTIONS

Web site for the Veterans' qualifying medals and discharge papers: www.nh.gov/revenue/munc_prop/propertyappraisal.htm
 then click on either Veterans Medals List or Veterans Qualifying Discharge Papers.

TYPE OF CREDIT OR EXEMPTION	AMOUNT	WHO MAY APPLY
STANDARD TAX CREDIT RSA 72:28	\$50 (\$51-\$500 if RSA 72:28-a is adopted) is subtracted from the taxes due on the applicant's RESIDENTIAL property occupied as veteran's principle place of abode. For Veteran's surviving spouse/CU partner: See RSA 72:28 II. For Proration: See RSA 72:30.	Every resident in the U.S. who served not less than 90 days in the armed forces in any of the qualifying wars or armed conflicts, as listed in RSA 72:28, and was honorably discharged; or the spouse/CU partner or surviving spouse of such resident. <ul style="list-style-type: none"> • 'Under Honorable Conditions' does not qualify.
SURVIVING SPOUSE/CU PARTNER TAX CREDIT RSA 72:29-a	\$700 (\$701-\$2000 if RSA 72:29-b is adopted) is subtracted from taxes due on the applicant's property, whether residential or not.	The surviving spouse/CU partner of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28, so long as the surviving spouse/CU partner remains single.
SERVICE-CONNECTED TOTAL DISABILITY TAX CREDIT RSA 72:35	\$700 (\$701-\$2000 if RSA 72:35-a is adopted) is subtracted from the property taxes due on the applicant's residential property.	Any person who: <ul style="list-style-type: none"> • has been honorably discharged and who has a total and permanent service-connected disability; OR • is a double amputee or paraplegic because of the service-connected injury; OR • is the surviving spouse/CU Partner of above qualified veteran and remains single.
EXEMPTION FOR CERTAIN DISABLED SERVICE-MEN RSA 72:36-a	"...shall be exempt from all taxation on said homestead..."	Any person, who: <ul style="list-style-type: none"> • is discharged from the military services of the U.S. under conditions other than dishonorable, or an officer who is honorably separated from military service; AND • is totally and permanently disabled from service connection and satisfactory proof of such service connection is furnished to the assessors; AND • is a double amputee of the upper or lower extremities or any combination thereof, paraplegic, or has blindness of both eyes with visual acuity of 5/200 or less as the result of service connection; AND • owns a specially adapted homestead which has been acquired with the assistance of the Veterans Administration or owns a specially adapted homestead which has been acquired using proceeds from the sale of any previous homestead which was acquired with the assistance of the Veterans Administration.

IMPROVEMENTS TO ASSIST PERSONS WITH DISABILITIES AND THE DEAF

EXEMPTION	AMOUNT OF EXEMPTION	WHO MAY APPLY
IMPROVEMENTS TO ASSIST PERSONS WITH DISABILITIES RSA 72:37-a and RSA 72:38-b	The value of improvements made for the purpose of assisting a person with a disability or deafness is deducted from the assessed value of the residential real estate.	Any person owning residential real estate upon which he resides and to which he has made improvements for the purpose of assisting a person with a disability or deafness who also resides on such real estate.

THE OPTIONAL EXEMPTIONS BELOW MUST BE ADOPTED BY THE MUNICIPALITY BEFORE ANYONE MAY APPLY

EXEMPTION	AMOUNT OF EXEMPTION	WHO MAY APPLY
DISABLED RSA 72:37-b RSA 72:37-c	Amount of the exemption, and the level of income and assets (excluding the value of the property owner's residence) are determined by vote of the city/town, per RSA 72:37-c.	Any person eligible under the Federal Social Security Act for benefits to the disabled, and who has been a New Hampshire resident at least 5 years by April 1st of the year the exemption is claimed. NOTE: See Financial Qualifications on page 3.
BLIND EXEMPTION RSA 72:37	\$15,000 (unless the city/town votes an increase) is subtracted from the assessed valuation.	Every inhabitant owning residential real estate, who is legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the education department.
DEAF EXEMPTION RSA 72:38-b	\$15,000 (unless the city/town votes an increase) is subtracted from the assessed valuation.	NH Residents who are deaf or severely hearing impaired and have been a NH resident for more than 5 consecutive years and meet the income and asset requirements.
SOLAR ENERGY SYSTEMS RSA 72:61	Determined by vote of the city/town, per RSA 72:63.	Any person owning real property equipped with a solar energy heating or cooling system, as defined in RSA 72:61.
WOODHEATING ENERGY SYSTEMS RSA 72:69	Determined by vote of the city/town, per RSA 72:71.	Any person owning real property equipped with a woodheating energy system, as defined by RSA 72:69.
WIND-POWERED ENERGY SYSTEMS RSA 72:65	Determined by vote of the city/town, per RSA 72:67.	Any person owning real property equipped with a wind-powered energy system, as defined by RSA 72:65.

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

RSA 79:10
 See instructions on back.

YR TOWN OP#
 14-255-03-T

For Tax Year April 1, 20 14 to March 31, 20 15

PLEASE TYPE OR PRINT

- City/Town of Lee
- Tax Map No./Lot or USFS sale name & unit #: 19-04-00
- Is this intent an: Original Supplemental Orig. Oper. # _____
- Name of road from which accessible: Nelsey ~~TR~~ LEE
- a Acreage of lot: 55 Acreage of cut: _____
 b Anticipated start date: 7/14/14
- Type of ownership (check only one):
 a Owner of Land and Stumpage.....
 b Previous owner retaining deeded timber rights.....
 c Owner/Purchaser of stumpage & timber rights on public lands (Fed., state, municipal, etc.) or Utility Easements.....

Report of Cut Form/Certificate to be sent to:

OWNER LOGGER/FORESTER

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) 271-2687

A [Signature] 7/10/14
 SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

B _____
 SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

C _____
 CORPORATE OFFICER NAME AND TITLE

Chinsburgh Builders
 PRINT OWNER(S) NAME

3 Penstock way
 MAILING ADDRESS

New Market NH
 CITY/TOWN STATE ZIP CODE

Tele. No.: 603 868-5995

FOR ASSESSING OFFICIALS ONLY

- The selectmen/assessing officials hereby certify that:
- All owners of record have signed 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.
 Enter Amount of Timber Tax Bond Required and Date Posted:
 \$ _____ Date _____
- The tax collector will be notified within 30 days of receipt per 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	20,000	MBF
Hemlock	--	MBF
Red Pine	--	MBF
Spruce & Fir	--	MBF
Hard Maple	--	MBF
White Birch	--	MBF
Yellow Birch	--	MBF
Oak	12,000	MBF
Ash	--	MBF
Beech & Soft Maple	--	MBF
Pallet or Tie Logs	12,000	MBF
Others (Specify)	--	MBF

Pulpwood:	Tons	or	Cords
Spruce & Fir	--		
Hardwood & Aspen	60		
Pine	80		
Hemlock			
Whole Tree Chips	28		

Miscellaneous:

Birch Bolts		Cords
Cordwood & Fuelwood	32	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.

[Signature] 8/13/14
 SIGNATURE OF LOGGER/FORESTER OR PERSON RESPONSIBLE FOR CUTTING DATE

DouceHe Logging 207 252-5851
 PRINT NAME TELEPHONE

12a Blackberry Hill Rd
 MAILING ADDRESS

Berwick, Maine 03901
 CITY/TOWN STATE ZIP CODE

Signature (in ink) of Assessing Official Date

Signature (in ink) of Assessing Official Date

Signature (in ink) of Assessing Official Date

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

RSA 79:10

See instructions on back.

YR TOWN OP#
14-255-05-T

For Tax Year April 1, 20 14 to March 31, 20 15

PLEASE TYPE OR PRINT

- 1 City/Town of Lee
- 2 Tax Map No./Lot or USFS sale name & unit #: 12-03-0300
- 3 Is this intent an: Original Supplemental Orig. Oper. # _____
- 4 Name of road from which accessible: Stepping Stones Rd
- 5 a Acreage of lot: 11 Acreage of cut: _____
b Anticipated start date: 8/20/14
- 6 Type of ownership (check only one):
a Owner of Land and Stumpage.....
b Previous owner retaining deeded timber rights.....
c Owner/Purchaser of stumpage & timber rights on public lands (Fed., state, municipal, etc.) or Utility Easements.....

8 Description Of Wood Or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	<u>2000</u>	MBF
Hemlock		MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak		MBF
Ash	<u>4000</u>	MBF
Beech & Soft Maple		MBF
Pallet or Tie Logs	<u>2000</u>	MBF
Others (Specify)		MBF

Report of Cut Form/Certificate to be sent to:

OWNER LOGGER/FORESTER

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) 271-2687

A Peter Macdonald minister 8/20/14
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

B _____
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

C _____
CORPORATE OFFICER NAME AND TITLE

Veteran Resort - Chapel
PRINT OWNER(S) NAME
465 Packers Falls Rd
MAILING ADDRESS
Lee NH 03861
CITY/TOWN STATE ZIP CODE

Tele. No.: 603 781-3839

Pulpwood:	Tons	or	Cords
Spruce & Fir			
Hardwood & Aspen			
Pine			
Hemlock			
Whole Tree Chips			

Miscellaneous:	
Birch Bolts	Cords
Cordwood & Fuelwood	<u>6</u> 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.

SIGNATURE OF LOGGER/FORESTER OR PERSON RESPONSIBLE FOR CUTTING DATE
Peter Macdonald 603 781-3839
PRINT NAME TELEPHONE
465 Packers Falls Rd
MAILING ADDRESS
Lee NH 03861
CITY/TOWN STATE ZIP CODE

FOR ASSESSING OFFICIALS ONLY

- The selectmen/assessing officials hereby certify that:
- 1 All owners of record have signed 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.
- Enter Amount of Timber Tax Bond Required and Date Posted:
\$ _____ Date _____
- 5 The tax collector will be notified within 30 days of receipt per RSA 79:10;
 - 6 This form to be forwarded to DRA within 30 days.

Signature (in ink) of Assessing Official _____ Date _____

Signature (in ink) of Assessing Official _____ Date _____

Signature (in ink) of Assessing Official _____ Date _____



**Public Service
of New Hampshire**

60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

The Northeast Utilities System

RECEIVED
AUG 25 2014

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

August 21, 2014

Office of the Town Clerk
Town of Lee
7 Mast Road
Lee, NH 03861

Dear Town Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace pole(s) located in Town of Lee, New Hampshire.

Enclosed for your review find two copies of PSNH Petition and Pole License number 65-0535 for Town of Lee review.

Upon approval, please have each copy of the Petition and Pole License signed by the proper authority.

Retain the Petition and Pole License copy labeled "Lee" and mail the remaining signed copies along with any invoice for payment to PSNH in the enclosed self-addressed envelope.

If the Petition and Pole License is not approved, please return all copies to PSNH with an explanation.

Please contact me by telephone or e-mail with any questions you may have.

Thank you.

Lisa-Marie Pinkes

Lisa-Marie Pinkes
Customer Operations Support - Licensing
Public Service of New Hampshire
PO Box 330
Manchester, NH 03105-9989
Tel. 603-634-2218
E-Mail: lisa-marie.pinkes@nu.com

Enclosure(s)

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

August 21, 2014

To the Town of Lee, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 4/1S on Snell Road in the Town of Lee.

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: *Lisa-Marie Pinkes*
Lisa-Marie Pinkes, PSNH CO Support / Licensing

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 21st day of August, 2014, that, PUBLIC SERVICE OF NEW HAMPSHIRE be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

In accordance with the requirements of RSA 72:23, I (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the Town of Lee pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor. Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the Town of Lee pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the licensor pursuant to this license.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE" No. 65-0535, dated 8/21/2014, attached to and made a part hereof.

Town of Lee, New Hampshire

Town of Lee, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Lee, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk



State of New Hampshire Department of Safety
John J. Barthelmes, Commissioner
Earl M. Sweeney, Assistant Commissioner
Homeland Security and Emergency Management
Perry E. Plummer, Director
Stephen H. Temperino, Assistant Director



August 19, 2014

Mr. Randy Stevens, Road Agent
Town of Lee
7 Mast Road
Lee, NH 03861

Dear Mr. Stevens:

Thank you for submitting an application under the Federal Fiscal Year 2014 Pre-Disaster Mitigation Grant (PDM). Unfortunately, your application for the Tuttle Road Bank Stabilization project cannot be funded at this time. Although it was felt to be a worthy project, due to the very limited amount of funding this project cannot be considered for funding through the FFY 2014 PDM cycle.

If you have any questions or concerns, please do not hesitate to contact me at (603) 223-3655 or your assigned HSEM Field Representative.

Sincerely,

Elizabeth R. Peck
Hazard Mitigation Officer

cc: Julia Chase, NH HSEM Senior Field Representative
Erin Darrow, Right Angle Engineering