

SELECT BOARD MEETING AGENDA

DATE: Monday, March 28, 2016 at 6:00 pm
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 limited to 3 minutes.

1. Call meeting to Order – 6:00 pm
2. Public Comment
3. **Nick Scuderi, ORYA Director – Formula for Municipal Contributions to ORYA**
Provide a fair and transparent model that provides ease of annual budgeting and funding requests for all parties involved.
4. **Paul Gasowski – Update and Pre-Planning for the Formation of the Sustainability Committee**
Present the Board with an Action Plan for the Formation of the Sustainability Committee. Update the Board on application process.
5. **Randy Stevens, Highway Supervisor - Quote Review and Approval for Catch Basin Cleaning Services, Centerline Striping, Stone and Gravel Purchase and Cutting Edge Purchase**
Request that the Board approve the recommendations presented by the Highway Supervisor and authorize the Highway Supervisor to enter into an agreement with the recommended vendors to provide the services and/or materials as presented.
6. **Scott Nemet, Fire Chief – Thermal Imaging Camera Presentation**
Present the Board with two quotes for Scott/ISG X380N NFPA Compliant Thermal Imager Camera and Accessories and request that the Board authorize the Fire Chief to purchase said Camera by Harrison Shrader Enterprises with funding from the New Equipment budget line.
7. **Select Board – Applications for Committees and Commissions**
Present the Board with applications for review and action.
8. **Julie Glover, Town Administrator**
 - a. **Employee Evaluations** – review process for Library Trustees, Department Head, employee reviews
 - b. **35:11 Payments From Surplus** - accept certified vote to transfer funds from 'surplus' to CRFs
 - c. **HVAC Bids** – review bids and make contract award for Town-wide HVAC services
 - d. **Growing Places** – review assessor's request for legal review of 100% property tax exemption
 - e. **Comcast Franchise Agreement** – update on process
 - f. **Miscellaneous**
9. **Motion to accept the Consent Agenda as presented:**

SIGNATURES REQUIRED

Intent to Excavate
Abatements (6)
Police Chief Special Duty Agreement
Barbara McNamee Recognition Certificate
Charitable Exemption
Yield Tax Levy

INFORMATION ONLY

Dept of Resources & Economic Development Ltr re: Removal of
Red Pine trees
Xfinity Programming Change Letter

Individual items may be removed by any Select Board member for separate discussion and vote.

10. **Motion to accept the Select Board Public Meeting Minutes from March 14, 2016.**
11. **Motion to accept Manifest #19 and Weeks Payroll Ending March 27, 2016.**
12. **Motion to enter into Non-Public Session – NH RSA 91-A:3 II (a) - Personnel**
13. **Miscellaneous/Unfinished Business**
14. **Adjournment**

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on March 25, 2016

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.

OYSTER



RIVER

youth association

Our Mission

The Oyster River Youth Association provides inclusive, fair, diverse and developmentally appropriate recreational programs to the youth of Durham, Lee and Madbury, NH. ORYA meets the changing needs of the children and families in our community for sports and recreational activities by acquiring and maintaining facilities, promoting volunteerism and seeking collaborative and strategic partnerships.

Why we are here today

- The three towns have requested the “formula” be revisited
- To provide a fair and transparent model
- Ease of year over year execution of funding requests for all parties involved
- Lastly.....



A Little History

- In 1981 Oyster River Youth Association was incorporated as a 501(c)3 non profit
- At one point the towns agreed to a funding formula that was tax based and covered the associations administration budget.
- At some point before 2006 the formula had been discarded, lost or found obsolete.

Our Goals for today

- Show you the numbers
- Agree on a fair funding model

The Numbers

- See the handout

The Formula

.456%

of the current years ORCSD general budget

Community Benefit

- ORYA has been able to provide Durham, Madbury and Lee youth recreation at a minuscule fraction of the cost of neighboring communities. We are doing more with less.
- ORYA takes a proactive approach to provide community activities based on the demand driven by community members.

Thank You

We appreciate your time and value the relationship we have created with the town of Lee and all of you.

Oyster River Youth Association Fundraising Policy & Donations

All funds shall be solicited in a respectful manner. Under no circumstance shall Oyster River Youth Association (Organization), affiliates or representatives place any undue pressure on possible funders, local businesses or members whether through advertising and or donations. Oyster River Youth Association is a 501(c)(3) organization.

Donations- All donations received by the Organization that were not received directly under the statement of “no goods or services were provided by the Organization in exchange for the contribution” shall be indicated as such with a statement to the donor breaking out the value of any goods or services. For example, tickets with a fair market value of \$30 a piece are sold for \$50 in support of the Organization. The \$30 is not deductible and the \$20 is. This is considered a *quid pro quo contribution*

All donations received in excess of \$250.00 by any donor shall receive a written acknowledgement prior to January 31st of the following year.

All in-kind, non-cash or non-marketable donations shall not have a value stated or provided to the donor unless an appraisal or other qualified value is given or easily accessible.

Donor privacy shall be maintained at all times, unless the donor requests public acknowledgement. Statutory reporting requirements will trump this clause as there are periodic requirements for reporting.

The Organization shall accept cash, stocks, bonds and other marketable securities or the like, any in-kind not usable by the Organization in extending or promoting its charitable purpose shall be disposed of at the earliest convenience. Rental or future income donations shall be decided on by the board of directors. Any other donations shall be decided on a case by case basis.

Sport Specific – All fundraising drives by any sport or group run under the umbrella of the Organization shall first make a request through the office, at which time they will bring it to the attention of the board at the next board meeting for a vote. In the event that a special request is made and is time sensitive the board may vote before the next meeting via email or a special meeting.

Tagging – Any sport may tag at the request of the board. Tagging shall only be allowed twice a year occurring once in the fall and once in the spring. This will be a first come first serve basis unless there are multiple sports requesting the opportunity. Under this scenario there shall be an alternating schedule, or the sports may combine efforts and split the funds.

Advertising – The office and board may from time to time request donations/advertising money from the general public, including businesses. These

funds are non-sport-specific unless designated as such. All sport specific requests initiated and carried out by the board and or office must be approved by the board of directors. Under certain circumstances the office staff may assist programs with advertising efforts only to the extent of renewals, or low impact requests (less than 4 hours of time in a month). It is the intent for the office staff and board members not to solicit funds for specific sports.

Processes – upon receipt of a donations, advertising, etc. those funds shall be remitted to the office and to our bookkeeper for accounting of all amounts. Each sport fundraising dollar shall be tracked separately and shall be used for sport specific purchases. Under no circumstance shall general fundraising dollars for sport specific programs be used for travel, all-star or similar groups not benefitting the entire sport. Correspondingly the same shall hold true for funds raised by travel, all-star or similar groups to benefit only those raising the funds.

Specific fundraising dollars for each sport shall not exceed \$5,000 at any one time. The intent of fundraising at the sport level is to use those funds in the short term. However if said sport does have a larger goal, the coordinator or representative of that sport shall indicate as such to the director and board with a plan, total amount of money and timing to use the funds.

The usage of any fundraising funds at the sport level must be stated to the coordinator, group in charge or other of that specific sport.

Any and all donations received by the Organization or any groups included in the Organization, if restricted shall be held until those restrictions are released. The Treasurer shall oversee and ensure that all donor restrictions are followed. Any donations received without restrictions may be used under the following scenarios:

General Donations to the Organization – shall be used at the board's discretion

Sport Specific – the coordinator may use the donations for the sport as donated, provided the amounts are less than \$1,000. Usage of greater than \$1,000 must be approved by the Organization's director. Usage of greater than \$7,500 must be approved by the board of directors.

Board Designated – this is an eternal designation and may be removed by the board via a vote.

Food sales or fundraising must meet state and local codes as required.

Oyster River Youth Association
Poker, Bingo, Pull Tabs or Non-ORYA related fundraising

Golf Tournament – the golf tournament will be run annually at the discretion of the office. All proceeds and expenses are considered general fundraising dollars and may be used accordingly.

Poker – Currently under state statute the Organization is allowed to participate 10 days per calendar year, under a state authorized facility, a Texas Hold'em tournament. This operation is run by an unrelated 3rd party and ORYA's only involvement is the receipt of funds from the tournament, registration of the Organization and reporting. The funds shall be used at the board of directors. Since the event is not considered to be regularly carried on the Organization has considered this revenue stream as non-taxable.

Bingo, Lucky 7, Pull Tabs – Similar to the Texas Hold'em the Organization is currently participating under the umbrella of an unrelated 3rd party and under this participation the Organization is receiving income. Unlike the poker tournaments this is regularly carried on and is considered taxable. Funds from this fundraising shall be used by the Organization as a whole.



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

RECEIVED
MAR 23 2016

TOWN OF LEE, NH
SELECTMAN'S OFFICE

3/28/2016

BOARD OF SELECTMEN

MEETING AGENDA REQUEST

(Meeting Date Requested)

Office Use Only

Meeting Date: 3/28/16

Agenda Item No. 4

Agenda Item Title: UPDATE AND PRE-PLANNING FOR
FORMATION OF SUSTAINABILITY COMMITTEE

Requested By: PAUL GASOWSKI **Date:** 23 MARCH 2016

Contact Information: 659-5273 plgasowski@lee.nh.gov

Presented By: PAUL GASOWSKI

Description:
• UPDATE APPLICATION PROCESS
• PRE-PLAN APRIL SCHEDULE & ACTIONS
NEEDED TO FORM COMMITTEE BY 4/30/16

Financial Details: None

Legal Authority WA3-2016
(usually NH RSA or Town Ordinance/Policy):

Legal Opinion:

REQUESTED ACTION OR RECOMMENDATIONS:

To: Lee Select Board
From: Paul Gasowski
Re: Sustainability Committee Formation
Date: 24 March 2016

Dear Select Board Members,

In an effort to navigate the process of forming the new Sustainability Committee, I offer the following draft plan and schedule:

- March 18: Announce openings for Sustainability Committee and invite applications;
- March 25: Continue application period and invite applicants;
- March 28: Select Board discussion of proposed plan and schedule for forming committee;
- April 4: Submit Select Board agenda request for 4/11 meeting;
- April 7: Close application period;
- April 8: Transmit applications to Select Board for initial review;
- April 11: Select Board discussion of applications(first review), selection process/parameters and guidance on goals and charge;
- April 18: Submit Select Board agenda request for 4/25 meeting;
- April 25: Select Board second review of applications, committee selection/appointments and further discussion of guidance on goals and charge;
- April 25: Appoint Select Board representative to committee.

As I indicated earlier, I am willing to serve as liaison to the Select Board, as we work through this process.

Sincerely,
Paul Gasowski



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

Office Use Only
Meeting Date: 3/28/16 Click here to enter a date.
Agenda Item No. 5 Click here to enter number.

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
3/28/2016

Agenda Item Title: Review quotes and approval for centerline striping, stone/gravel, catch basin cleaning services, and plow cutting edges purchase.

Requested By: Randy Stevens **Date: 3/4/2016**

Contact Information: Randy Stevens rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: Review annual quotes for catch basin cleaning services, centerline striping, stone and gravel, and cutting edge purchase.

Financial Details: Highway operating budget – striping @4,000, catch basin cleaning @\$1,200, cutting edges @\$3,500, and stone and gravel up to \$9,900.

Legal Authority NH RSA 41:8; Town Purchasing Policy

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

REQUESTED ACTION OR RECOMMENDATIONS:

Motion:

Move to approve the vendors as recommended by the Highway Supervisor per the attached spreadsheet for cutting edges, sweeper wafers, catch basin cleaning services and centerline striping and authorize the Highway Supervisor to enter into an agreement with said vendors. Also to authorize the Highway Supervisor to purchase gravel and stone per the prices listed on the attached spreadsheet up to \$9,900 dollars per what is the best value for the town based on quality of the material, closeness to job site and availability.

Lee Highway Department Quote Results 3/28/2016

Catch Basin Cleaning Quotes/hour			
Vendor	Price Per Hour	Extra cost	Comments
Bellemore Catch Basin Maint.	140		
Eastern Pipe Service	150	none	3 hr min.
BH Cameron	140		
Hartigan	119.75		

One Day's work/yr

Line Striping Quotes				SWL	DYL	Total
Vendor		Single wh. edge line	Double centerline	x5000'	x47,500'	
Industrial Traffic Lines	Londonderry	0.034	0.065	\$ 170.00	\$ 3,087.50	\$ 3,257.50
Hiway Safety Systems	Rockland, MA	0.0375	0.074	\$ 187.50	\$ 3,515.00	\$ 3,702.50
Markings Inc	Pembroke, MA	0.041	0.08	\$ 205.00	\$ 3,800.00	\$ 4,005.00
L&D	Barre, VT	no bid	no bid			

Plow Cutting Edges			
Vendor	Atlantic Plow Blade	Jordan Equipment	HP Fairfield
3' Carbide edge	162.00	156.00	186.00
4' Carbide edge	216.00	208.00	248.00
10' steel plow edge	102.40	91.08	144.00
Wing Shoe	49.95	47.32	
10x28 poly sweeper wafer ea	10.50	7.50	14.37
10x28 steel sweeper wafer	11.50	9.45	14.37
Total			

Price for anticipated purchase			
Qty	Atlantic	Jordan	Fairfield
9	\$ 1,458.00	\$ 1,404.00	\$ 1,674.00
4	\$ 864.00	\$ 832.00	\$ 992.00
6	\$ 614.40	\$ 546.48	\$ 864.00
8	\$ 399.60	\$ 378.56	\$ -
46	\$ 483.00	\$ 345.00	\$ 661.02
Total	\$ 3,819.00	\$ 3,506.04	\$ 4,191.02

Recommended vendor

Gravel/Stone Vendors

Picked up	3/4 gravel		1-1/2 gravel		1-1/2 stone		3-5 Rip Rap		Stone dust	
	ton	yd	ton	yd	ton	yd	ton	yd	ton	yd
Newmarket S&G	9.60	14.40	9.60	14.40	13.60	17.68	13.40	17.42	no bid	
Peters S&G	0.00	0.00	9.16	13.75	0.00	0.00	0.00	0.00	no bid	
Peter Kuegel Trucking	8.67	13.00	8.67	13.00	11.54	15.00			no bid	
Hartmann Enterprises	7.33	11.00	9.23	12.00	11.53	15.00	15.38	20.00	no bid	
Brox Industries	8.25	12.00	8.25	12.00	11.00	16.50	11.50	15.60	10.00	

Delivered to shop

Newmarket S&G	1.50/ton	11.10	16.65	11.10	16.65	15.10	19.63	14.90	19.37		
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Conversion factor

gravel 1.5 tons/yard
stone 1.3 tons /yard

Bold = Quote as turned in -plain text is conversion to tons/yds

Example of Trucking Cost Using Town Trucks

Pit and location	trips /hr	hourly rate	cost/lb	Cu Yd/lb	cost/cy
Kuegel -Newmarket	2	50	25	7	\$ 3.57
Hartman's - Raymond	1	50	50	7	\$ 7.14
				difference	\$ 3.57



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Meeting Date: 3/28/16
Agenda Item No. 6

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
3/28/2016

Agenda Item Title: Scott/ISG X380N Thermal Imager Camera- NFPA Compliant

Requested By: Chief Nemet

Date: 3/16/2016

Contact Information: SNemet@LeeFire.org 659-5411

Presented By: Chief Nemet

Description: Request the Select Board to approve the Fire Chief to purchase a Scott/ISG X380N Thermal Imager Camera -NFPA Compliant from HSE Fire Safety. The purchase will include the X-series Thermal Imager Camera with standard accessories, hot and cold spot tracker, 2X/4X Zoom, 2 Lithium Ion batteries, retractable lanyard, desktop and vehicle mount charger and 2 year warranty with funding from 01.42201.750.00 New Equipment budget line.

Financial Details: \$12,670.00

Legal Authority 154:1-a

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

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to authorize the Fire Chief to purchase the Scott/ISG X380N Thermal Imager Camera-NFPA Compliant as proposed by Harrison Shrader Enterprises with funding from 01.42201.750.00 New Equipment budget line.

X-SERIES

THERMAL IMAGING CAMERAS



X380 THERMAL IMAGER



The X-Series thermal imaging cameras powered by ISG technology provide firefighters with the ultimate combination of situational awareness, lightweight design and robust features. The superior image quality enables firefighters to fully interpret a fire scene and make more-informed tactical decisions.

Product Features:

- **Hot Spot Tracker** - Immediately identify the hottest part of the scene and determine the true seat of the fire within a fully colorized area to improve decision-making capabilities. Ideal for overhaul, search and rescue, and risk assessment.
- **Cold Spot Tracker** - Locate and pinpoint thread or valve gas leaks in seconds. Cold spot tracker can also be used in hazmat environments to monitor the temperature of chemicals during fire suppression.
- **High Resolution Detection** - Actively read temperature with the highest pixel resolution (384 x 288) and fastest refresh rate available, guaranteeing the clearest image is delivered at all times.
- **Pixel-to-Pixel Mapping** - Get the most accurate representation of the scene with the pixel-to-pixel mapping feature that ensures every single pixel is represented on the viewing screen.
- **Tactical Color** - Achieve crisp, clear image performance in temperatures above 2000°F (1093°C). As the temperature increases, colors grow in intensity from gray, yellow, orange, to red. Unique transparent color capability enables firefighters to see structure through the colorization.
- **Intelligent Focus™** - See an object in crystal clear detail, hands-free. No turning knobs or throwing switches. The camera automatically adjusts to provide superior image quality even at temperatures above 2000°F (1093°C). Easily and quickly switch between high and low temperatures by placing the crosshairs on the object you wish to measure.
- **Lightweight Design** - At only 2.5 pounds, the X-Series of cameras are some of the lightest thermal imagers on the market today. The pistol-grip handle is easy to hold with gloved hands and the balanced design limits torque on the wrist, reducing fatigue.



X380N

NFPA COMPLIANT

The NFPA-compliant X380N thermal imager powered by ISG technology is the latest addition to the X-Series of cameras. With superior performance technology exclusive to ISG, the X380N provides the ideal mix of technology, lightweight design, and compliance to enhance situational awareness.



X380

THREE BUTTON

The three-button X380 thermal imager powered by ISG technology offers superior image quality and user-friendly controls to provide durability and reliability on the fireground. Three buttons on the front panel control hot and cold spot tracker, on/off and 2X and 4X zoom.



X380

FIVE BUTTON

The five-button X380 thermal imager powered by ISG technology offers comprehensive capabilities to maximize situational awareness. Along with the standard hot and cold spot tracker and zoom, additional features include on-demand DVR for recording footage and image capture that takes a snapshot of the scene when the DVR is not running. The image freeze feature allows for quick inspection of tight quarters such as attics and crawl spaces — activate, review, then return to normal operation.



Powered by ISG Technology

At the heart of the X-Series camera is ISG technology, the very latest in advanced thermal imaging, with exclusive features such as hot spot tracking, Intelligent Focus™ and tactical colorization.



Identify Potential Dangers

Tactical color helps to identify off-gassing which may lead to flashover situations.



See the Heat

Hot spot tracker shows high-risk areas in the floor or ceiling and pinpoints the seat of the fire.



Focus on the Fire

Intelligent Focus™ capability shows objects in crystal-clear detail, even at temps above 2000°F (1093°C).

FEATURE SET PER X-SERIES CAMERA

	X380N Thermal Imager	3 Button X380 Thermal Imager	5 Button X380 Thermal Imager
NFPA 1801 Compliant	•		
384 X 288 Resolution	•	•	•
Full Size 3.5" LCD	•	•	•
Exclusive Hot and Cold Spot Tracker	•	•	•
Intelligent Focus™	•	•	•
Transparent Colorization	•	•	•
Direct Spot Temperature Readout	•	•	•
Laser Pointer	•	•	•
2X and 4X Zoom	•	•	•
Two Year Warranty	•	•	•
Additional year of coverage for total warranty of three years*	•	•	•
On-Demand DVR			•
Image Capture (Snapshot)			•
Image Freeze			•

**An additional year of coverage can be purchased for a total warranty of three years.
All cameras ship with two batteries.
Kit options are available with and without extended warranty coverage.*

Scott Safety is a global business unit of Tyco International that supplies a variety of industries through manufacturing facilities located in the United States, United Kingdom, Asia, Finland and Australia.
Monroe Corporate Center . P.O. Box 569, Monroe, NC 28111 Telephone: 800.247.7257 • Fax: 704.291.8330
www.scottsafety.com • sh-sale@tycointl.com

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X380N THERMAL IMAGER - NFPA COMPLIANT

The NFPA-compliant X380N thermal imager powered by ISG technology is the latest addition to the X-Series of cameras. With superior performance technology exclusive to ISG, the X380N provides the ultimate combination of technology, lightweight design, and compliance to enhance situational awareness. Superior image quality enables firefighters to fully interpret a fire scene and make better, more informed tactical decisions.

User-friendly controls and technology-advanced capabilities provide durability and reliability on the fireground.

Hot Spot Tracker – Immediately identify the hottest part of the scene and determine the true seat of the fire within a fully colorized area to improve decision-making capabilities. Ideal for overhaul, search and rescue, and risk assessment.

Cold Spot Tracker – Locate and pinpoint thread or valve gas leaks in seconds. Cold spot tracker can also be used in hazmat environments to monitor the temperature of chemicals during fire suppression.

High Resolution Detection – Actively read temperature with the highest pixel resolution (384 x 288) and fastest refresh rate available, guaranteeing the clearest image is delivered at all times.

Pixel-to-Pixel Mapping – Get the most accurate representation of the scene with the pixel-to-pixel mapping feature that ensures every single pixel is represented on the viewing screen.

Tactical Color – Achieve crisp, clear image performance in temperatures above 2000°F. As the temperature increases, colors grow in intensity from gray, yellow, orange, to red. Unique transparent color capability enables firefighters to see structure through the colorization.

Intelligent Focus™ – See an object in crystal clear detail, hands-free. No turning knobs or throwing switches. The camera automatically adjusts to provide superior image quality even at temperatures above 2000°F. Easily and quickly switch between high and low temperatures by placing the crosshairs on the object you wish to measure.

Lightweight Design – At only 2.5 pounds, the X380N is one of the lightest NFPA-compliant thermal imagers on the market today. The pistol-grip handle is easy to hold with gloved hands and the balanced design limits torque on the wrist, reducing fatigue.



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FEATURE SET PER X-SERIES CAMERA

	X380N Thermal imager	3 Button X380 Thermal imager	5 Button X380 Thermal imager
NFPA 1801 Compliant	*		
384 X 288 Resolution	*	*	*
Full Size 3.5" LCD	*	*	*
Exclusive Hot and Cold Spot Tracker	*	*	*
Intelligent Focus™	*	*	*
Transparent Colorization	*	*	*
Direct Spot Temperature Readout	*	*	*
Laser Pointer	*	*	*
2X and 4X Zoom	*	*	*
Two Year Warranty	*	*	*
Additional year of coverage for total warranty of three years*	*	*	*
On-Demand DVR			*
Image Capture (Snapshot)			*
Image Freeze			*

*An additional year of coverage can be purchased for a total warranty of three years.
 All cameras ship with two batteries.
 Kit options are available with and without extended warranty coverage.

Standard Features:

Highest available resolution at 384 x 288

- Full-size 3.5" LCD
- Exclusive hot and cold spot tracker
- Intelligent Focus™
- 2X and 4X zoom
- Transparent colorization
- Direct spot temperature readout
- Laser pointer

Documents **Additional Information**

Document Title	Document Type
X-Series Thermal Imaging Cameras Brochure - English	Brochures
X380 Thermal Imager Bid Specification - English	Bid Specification



Quotation

Harrison Shrader Enterprises

13 Westminster Street
 Lewiston, Me
 207-272-9914 Fax: 207-553-2288
www.hsefiresafety.com

Date: 3/16/2016	Submitted By: Willie Burk
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Quotation For:

Lee Fire Rescue
 Lee, NH
 Attn: Chief Nemet

CONTACT:	EST. SHIP DATE	SHIP VIA	TERMS
	30 Days		

QUANTITY	DESCRIPTION		EXT. PRICE
1	<p>Scott/ISG X380N NFPA Compliant Thermal Imagers and Accessories p/n 8003024 To include: X-series Thermal Imager w/std accessories, hot and cold spot tracker, 2X/4X Zoom and 2 Lithium Ion Batteries. Also, retractable lanyard, Desktop and Vehicle Mount Charger and 2 year warranty</p> <p>30 days FRO and the item is in inventory.</p> <p>Thank You</p>	\$ 12,670.00	\$ 12,670.00
		TOTAL	\$ 12,670.00
SIGNATURE:		ABOVE PRICING WILL BE HONORED FOR:	



INDUSTRIAL PROTECTION SERVICES

P.O. Box 685 • 220 Ballardvale St. • Wilmington, MA 01887
Tel: 978-657-4740 • Fax: 978-658-0257

JOHN A. MERRILL

QUOTATION

March 14, 2016

Lee Fire Department
20 George Bennett Rd
Lee, NH 03824
Attn. Chief Nemet

Industrial Protection Services is pleased to quote the Lee Fire department on the following equipment.

ISG/Scott X380N, NFPA TI Camera, with Truck Charger, Hot and Cold Tracking, Zoom and Two Batteries	\$12,500.00
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ISG/Scott X380 TI Camera, with Truck Charger, Hot and Cold Tracking, Zoom and Two Batteries.	\$10,900.00
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THIS IS A MASSACHUSETTS STATE BID FIR 04

John A. Merrill
Regional Sales Manager



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

Office Use Only

Meeting Date: March 28, 2016

Agenda Item No. 7

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
3/28/2016

Agenda Item Title: Applications for Committees, Commissions and Boards

Requested By: Select Board **3/24/2016**

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Present the Board with applications for appointments to Town Boards, Committees and Commissions.

Financial Details: N/A

Legal Authority NH RSA 673:2; 673:3; 673:4-b; 36-A:3; 35-B:4

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

REQUESTED ACTION OR RECOMMENDATIONS:

**Motion: Move to approve the following appointments to full membership positions:
Laura Gund, Donna Lee Woods and Erick Sawtelle to the Agricultural Commission;
AND Antoinette Hartgerink to the Conservation Commission.**

To: **LAURA GUND** of Lee, New Hampshire in the **County of Strafford:**

Whereas, there is a vacancy in the office of the AGRICULTURAL COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2019.

Given under our hands, this 28TH day of March, 2016

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the AGRICULTURAL COMMISSION according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **LAURA GUND** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2016

Received and Recorded:



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

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

Applicant's Name: LAURA GUND
Address: 48 CARTLAND RD. Phone/Cell: 659-2044
of Years as a Resident: 54
Email address: walgrove@comcast.net

Full Membership (3 year term) position applying for: AG. Comm.
Term Expires on the following date: 2016 - MARCH
Alternate Position (3 year term) position applying for: _____
Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____
Have been on AG Comm
since it started.

Laura Gund
Signature

3-24-16
Date

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

To: **DONNA LEE WOODS** of Lee, New Hampshire in the **County of Strafford**:

Whereas, there is a vacancy in the office of the AGRICULTURAL COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2019.

Given under our hands, this 28TH day of March, 2016

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the AGRICULTURAL COMMISSION according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **DONNA LEE WOODS** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2016

Received and Recorded:



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

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

Applicant's Name: Donna-Lee Woods

Address: 22 York Lane-Lee Phone/Cell: 603 312 5184

of Years as a Resident: 16

Email address: createdlwa@aol.com

Full Membership (3 year term) position applying for: Ag Commissioner

Term Expires on the following date: March 2016

Alternate Position (3 year term) position applying for: _____

Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____

goat farmer & present member

Donna-Lee Woods
Signature

3.24.16
Date

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

To: **ERICK SAWTELLE** of Lee, New Hampshire in the **County of Strafford**:

Whereas, there is a vacancy in the office of the AGRICULTURAL COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2019.

Given under our hands, this 28TH day of March, 2016

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the AGRICULTURAL COMMISSION according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **ERICK SAWTELLE** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2016

Received and Recorded:



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

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

Applicant's Name: Erick Sawtelle
Address: 93 North River Rd Phone/Cell: 603 659 9106
234 7907
of Years as a Resident: 40
Email address: esawtelle@aol.com

Full Membership (3 year term) position applying for: Ag Commission
Term Expires on the following date: March 2016
Alternate Position (3 year term) position applying for: _____
Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____
Full time farming, present member Ag Com

Erick Sawtelle
Signature

March 16 2016
Date

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

To: **ANTOINETTE HARTGERINK** of Lee, New Hampshire in the **County of Strafford:**

Whereas, there is a vacancy in the office of the CONSERVATION COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2019.

Given under our hands, this 28TH day of March, 2016

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the CONSERVATION COMMISSION according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **ANTOINETTE HARTGERINK** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2016

Received and Recorded:



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

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

Applicant's Name: Antoinette Hartgerink
Address: 471 Packers Falls Road Phone/Cell: 603-659-2269
of Years as a Resident: 30
Email address: Ahartgrink@gmail.com

Full Membership (3 year term) position applying for: Conservation Commission
Term Expires on the following date: 2016
Alternate Position (3 year term) position applying for: _____
Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____

I have been a member of the Conservation Commission for many years. My main contributions have been:

- ① I have been involved in the many steps needed to procure conservation easements, especially in 2003 during which many easements were set up.
- ② ^{Wednes} For 6 months of every year I am involved in monitoring Conservation Easement boundaries.
- ③ I have responsibility for working with applicants for building when they require relief from zoning due to wet soils.

Antoinette Hartgerink
Signature

March 16, 2016
Date

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



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

Office Use Only

Meeting Date: March 28, 2016

Agenda Item No. 8b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
3/28/2016

Agenda Item Title: RSA 35:11 Payments from Surplus

Requested By: Julie Glover, Town Administrator **Date: 3/24/2016**

Contact Information: 659-5414

Presented By: Julie Glover

Description: “Whenever any town shall have voted to transfer any accumulated surplus to the capital reserve fund, the town clerk shall forward to the board of selectmen and to the town treasurer, within 10 days of the adoption of such vote, a certified copy of the same. The selectmen shall then draw an order on the town treasurer for the amount of surplus set forth in said vote. The town treasurer shall on receipt of the order immediately transfer to the trustees of trust funds of the town the amount specified in the order, or in the case of an optional fiscal year town, within 10 days of the determination of surplus following the close of the fiscal year.”

Financial Details: \$360,000

Legal Authority NH RSA 35:11

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to request that the Treasurer transfer \$360,000 from the Unassigned Fund Balance to the appropriate Capital Reserve Funds.

**OFFICIAL BALLOT
ANNUAL TOWN ELECTION
LEE, NEW HAMPSHIRE
MARCH 8, 2016**

Jynda R Reinbold
TOWN CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this:
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

Article 1. To choose all necessary Town Officers for the ensuing year.

SELECTMAN

VOTE FOR NO
For Three Years MORE THAN ONE

CARY BROWN 699

(Write-in)

MODERATOR

VOTE FOR NO
For Two Years MORE THAN ONE

JANICE NEILL 744

(Write-in)

**SUPERVISOR OF
THE CHECKLIST**

VOTE FOR NO
For Six Years MORE THAN ONE

GLORIA QUIGLEY 764

(Write-in)

TREASURER

VOTE FOR NO
For Three Years MORE THAN ONE

BENJAMIN GENES 749

(Write-in)

**TRUSTEE OF THE
TRUST FUNDS**

VOTE FOR NO
For Three Years MORE THAN ONE

RICHARD MILLER 733

(Write-in)

LIBRARY TRUSTEE

VOTE FOR NO
For Three Years MORE THAN TWO

ROBERT E. SIMPSON 650

KATRINKA PELLECCIA 649

(Write-in)

(Write-in)

CEMETERY TRUSTEE

VOTE FOR NO
For Three Years MORE THAN ONE

JANICE NEILL 754

(Write-in)

**ADVISORY BUDGET
COMMITTEE**

VOTE FOR NO
For Three Years MORE THAN ONE

SCOTT BUGBEE 731

(Write-in)

(Write-in)

**ADVISORY BUDGET
COMMITTEE**

VOTE FOR NO
For Two Years MORE THAN ONE

(Write-in)

I certify this official ballot (3 pages) to be true and accurate.

Jynda R Reinbold
Town Clerk

OFFICIAL BALLOT
ANNUAL TOWN ELECTION
LEE, NEW HAMPSHIRE
MARCH 8, 2016

Jynda B. Reinhold
TOWN CLERK

INSTRUCTIONS TO VOTERS

A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ●

ARTICLES

Article 2: Purchase a Conservation Easement on Powder Major Farm

To see if the Town will vote to raise and appropriate a sum not to exceed One Hundred Fifty Five Thousand dollars (\$155,000) which includes up to Five Thousand dollars (\$5,000) in transaction costs, to purchase and acquire a conservation easement on the forty-six acre (more or less) portion (Map 2 Lots 5-3 and 5-4) of the proposed Powder Major's Farm and Forest conservation project that is located in the Town of Lee, (total acreage 195 in Durham, Lee and Madbury) and to authorize the withdrawal of up to One Hundred Fifty-Five Thousand dollars (\$155,000) from the Land Use Change Tax Fund for this acquisition and no amount to be raised from general taxation (Recommended by the Select Board) Majority vote required.

639
YES
NO
210

Article 3: Submitted by Petition

To see if the Town of Lee will vote to establish an advisory committee, under the direction of the Lee Select Board, to study cost-effective practices to create a sustainable, energy-efficient, and resilient Town. The Committee shall be composed of community members at-large, representatives of commissions and committees, and Town personnel. The Committee shall be appointed by the Select Board by April 30, 2016 and shall be composed of five to nine members, each serving for a term of three years. Any vacancies that occur shall be filled by the Select Board. The Committee shall meet and present its findings and recommendations yearly to the Select Board by November 15. The summary of the Committee's annual report shall be published in the Town Report. (Recommended by the Select Board) Majority vote required.

610
YES
NO
233

Article 4: Operating Budget

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$3,807,523. Should this article be defeated, the default budget shall be \$3,817,135 which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Recommended by the Select Board) Majority vote required.

731
YES
NO
99

Article 5: Allow exemption on Solar Energy Systems

To see if the Town will vote to allow the exemption of property taxes on Solar Energy Systems as defined in NH RSA 72:61 ("Solar energy system" means a system which utilizes solar energy to heat or cool the interior of a building or to heat water for use in a building and which includes one or more collectors and a storage container. "Solar energy system" also means a system which provides electricity for a building by the use of photovoltaic panels") and in accordance with NH RSA 72:27-a and RSA 72:62. Such property tax exemption shall be in an amount equal to 100% of the amount, if any, by which the installation of solar energy systems on the property increases the total assessed value of the property. If approved, this exemption shall be effective in the tax year beginning April 1, 2016. (Recommended by the Select Board) Majority vote required.

654
YES
NO
187

Article 6: Deposit Funds into Fire Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of one hundred twenty-thousand dollars (\$120,000) to be deposited into the Fire Equipment Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

704
YES
NO
139

Article 7: Deposit Funds into the Highway Road and Bridge Improvement Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of eighty-thousand dollars (\$80,000) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

753
YES
NO
89

Article 8: Deposit Funds into the Highway Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of fifty-five thousand dollars (\$55,000) to be deposited into the Highway Equipment Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

723
YES
NO
114

Article 9: Deposit Funds into the Town Buildings Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Thirty-five thousand dollars (\$35,000) to be deposited into the Town Buildings Capital Reserve Fund. This sum to come from the Unassigned Fund Balance. No amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

668
YES
NO
129

TURN BALLOT OVER AND CONTINUE VOTING

(page 3) *Jynda B. Reinhold*

ARTICLES CONTINUED

Article 10: Purchase a New Police Cruiser

To see if the Town will vote to raise and appropriate the sum of Thirty-one thousand dollars (\$31,000) for the purchase of a new police cruiser equipped with new safety equipment. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation (Recommended by the Select Board) Majority vote required.

570
YES NO
258

Article 11: Deposit Funds into the Internal Service Fund for Accrued Benefits

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be deposited into the Internal Service Fund for Accrued Benefits. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

575
YES NO
281

Article 12: Deposit Funds into Fire Ponds and Cisterns Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of twenty-thousand dollars (\$20,000) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

656
YES NO
158

Article 13: Purchase a Fingerprint Scanner/Printer

To see if the Town will vote to raise and appropriate the sum of fourteen thousand one hundred ninety-six dollars (\$14,196) for the purchase of a Fingerprint Scanner/Printer for the Police Department. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

590
YES NO
234

Article 14: Deposit Funds into the Revaluation Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of ten-thousand dollars (\$10,000) to be deposited into the Revaluation Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

565
YES NO
243

Article 15: Deposit Funds into the Transfer Station Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of ten-thousand dollars (\$10,000) to be deposited into the Transfer Station Equipment Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

695
YES NO
130

Article 16: Establish a Contingency Fund

To see if the Town will vote to establish a contingency fund for Fiscal Year 2017 for unanticipated expenses that may arise and further to raise and appropriate twenty thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. (Recommended by the Select Board) Majority vote required.

585
YES NO
234

Article 17: Deposit Funds into Recreation Facilities Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of five thousand dollars (\$5,000) to be deposited into the Recreation Facilities Capital Reserve Fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommended by the Select Board) Majority vote required.

637
YES NO
182

Article 18: Discontinue Tibbetts Road

To see if the Town will vote to discontinue completely that portion of Tibbetts Road that is in Lee. Tibbetts Road, a Class VI road, extends northerly from the northerly sideline of U.S. Route 4 (aka Concord Road) to the Barrington/Lee Town Line. (Recommended by the Select Board) Majority vote required.

201
YES NO
629

(page 3) *Jynda R. Reinhold*



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

Office Use Only

Meeting Date: March 28, 2016

Agenda Item No. 8c

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
3/28/2016

Agenda Item Title: Town HVAC Bids

Requested By: Julie Glover, Town Administrator **Date: 3/24/2016**

Contact Information: 659-5414

Presented By: Julie Glover

Description: The Town needs to contract with a firm to perform HVAC annual maintenance services and needed repairs for all of the municipal buildings. The department heads and maintenance supervisor met to review all of the bids and reach consensus on the recommended award.

Financial Details: \$3,980.00 Annual Maintenance, \$87.00/hourly rate

Legal Authority NH RSA 41:8; Town Purchasing Policy

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to grant the Town Administrator authority to enter into a contract with Comfort Systems USA as recommended and presented.

Town of Lee HVAC Services Bid Proposal 24-Mar-16	Denron Plumbing & HVAC 605 Front St. Manchester, NH 03102 Mark Mondo 603-627-4186 mmondo@denronph.com	Comfort Systems USA* 10 No. Riverdale Rd Weare, NH 03281 Marc McTaggart 603-529-3331 mmctaggart@GSPHINC.com	Controlled Systems HVAC Inc. 50 Northwestern Dr Unit 1A Salem, NH 03079 William Ferguson 603-870-9050 controlled.systems@comcast.net	Honeywell 915 Holt Ave. Unit 3 Manchester, NH 03109 Andy Gamache 603-540-8706 andre.gamache@honeywell.com	Palmer & Sicard 140 Epping Rd. Exeter, NH 03833 Matthew Williams 603-778-1841 mwilliams@palmerandsicard.com
Annual Spring Preventative Maint.	\$1,288.00	\$1,990.00	\$2,260.00	\$2,076.84	\$3,768.00
Safety Complex	\$496.00	\$1,024.50	\$1,724.00	\$1,269.18	\$1,874.75
Town Hall	\$132.00	\$177.50			
Annex	\$132.00	\$102.50			
Library	\$132.00	\$232.50	\$291.00	\$346.14	\$500.00
Historical Society	\$66.00	\$65.00			
Highway Annex	\$132.00	\$158.50			\$161.35
Highway Garage	\$66.00	\$65.00			
Transfer Station	\$132.00	\$164.50	\$245.00		\$132.75
Annual Fall Preventative Maint.	\$1,288.00	\$1,990.00	\$2,960.00	\$3,692.16	\$3,082.00
Safety Complex	\$496.00	\$1,024.50	\$1,302.00	\$1,846.08	\$1,009.00
Town Hall	\$132.00	\$177.50	\$180.00	\$230.76	\$526.75
Annex	\$132.00	\$102.50	\$180.00	\$346.14	\$526.75
Library	\$132.00	\$232.50	\$371.00	\$576.90	\$410.75
Historical Society	\$66.00	\$65.00	\$105.00	\$115.38	\$295.75
Highway Annex	\$132.00	\$158.50	\$330.00	\$346.14	\$645.40
Highway Garage	\$66.00	\$65.00	\$352.00	\$346.14	\$491.75
Transfer Station	\$132.00	\$164.50	\$140.00	\$346.14	\$275.00
Annual Maintenance Total	\$2,576.00	\$3,980.00	\$5,220.00	\$5,769.00	\$6,850.00
Hourly Rate - 'Journeyman'	\$78.00	\$87.00	\$96.00	\$126.25	\$90.00
Materials Mark-up	10%	10%	10%	10%	\$68.00 - Plumber Not provided
Other	\$25.00 trip charge	\$25.00 trip charge	\$35.00 trip charge		
Emergency Calls	\$117.00 OT	\$130.50	\$144.00 OT rate		\$127.50 (week nites & Sat) \$180.00 (Sunday & Holiday)
		*Granite State Plumbing & Heating			



Town of Lee - HVAC Systems Test, Inspection, and Preventive Maintenance costs per location:

- Public Safety Complex \$2883.75
20 George Bennett Road
- Town Hall \$526.75
7 Mast Road
- Annex Building \$526.75
13 Mast Road
- Library \$910.75
9 Mast Road
- Historical Museum \$295.75
- Highway Annex \$806.75
4 Recycling Center Road
- Highway Garage \$491.75
6 Recycling Center Road
- Transfer Station \$407.75
11 Recycling Center Road



140 Epping Road • Exeter, NH 03833
Phone (603) 778-1841 • Fax (603) 778-0119
www.palmerandsicard.com



Memo

To: Julie Glover
Town Administrator
Town of Lee

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

Date: March 21, 2016

RE: Education Exemption Application – Growing Places Early Education
56 Pinkham Road Tax Map 3 Lot 1-200

Attached is an application for educational exemption that is required to be filed annually. Application appears to have been originally granted following the purchase of the property in 2008. However based on my review of primary use listed on this application and information MRI staff has been provided in other communities, it appears that this property may not totally qualify under the State statute 72:23, IV which states “The buildings and structures of schools, seminaries of learning, colleges, academies and universities organized, incorporated or legally doing business in this state and owned, used and occupied by them directly for the purposes for which they are established, including but not limited to the dormitories, dining rooms, kitchens, auditoriums, classrooms, infirmaries, administrative and utility rooms and buildings connected therewith, athletic fields and facilities and gymnasiums, boat houses and wharves belonging to them and used in connection therewith, and the land thereto appertaining but not including lands and buildings not used and occupied directly for the purposes for which they are organized or incorporated, and the personal property used by them directly for the purposes for which they are established, provided none of the income or profits are divided among the members or stockholders or used or appropriated for any other purpose than the purpose for which they are organized or established; provided further that if the value of the dormitories, dining rooms and kitchens shall exceed \$150,000, the value thereof in excess of said sum shall be taxable. A town at an annual town meeting or the governing body of a city may vote to increase the amount of the exemption upon dormitories, dining rooms and kitchens.”

As this is the case, I would suggest that Board allow for the application to be sent to the Town's Attorney for review and an opinion regarding qualification prior to granting or denying the application.

If there are any further questions or information desired, please let me know

The State of New Hampshire

List of Real Estate on which Exemption is Claimed



Pursuant to RSA 72:23-c

This form must be completed and filed annually on or before April 15. The ORIGINAL list must be filed with the selectmen (assessors) of the municipality in which such real estate property is taxable. A DUPLICATE copy should be retained by the applicant. Failure to file this list may result in denial of the exemption.

This is to certify that the information contained in the following responses is true and correct to the best of my knowledge and belief and that I am duly authorized to sign on behalf of the applicant organization.

Date: 3/1/16 Signed by: Cellissa Hoyt, Executive Director
NAME & TITLE

1. Name of applicant organization: Growing Places Early Education and Youth Recreation
(OWNER OF PROPERTY OR PRINCIPAL OCCUPANT) - CIRCLE ONE OR BOTH

2. Mailing address and telephone number: 56 Pinkham Road, Lee, NH 03861

3. In what municipality is this exemption claimed? Lee

4. Under which section is applicant requesting exemption: (An organization may not claim multiple exemptions under separate provisions of RSA 72:23)
RSA 72:23, III (religious) RSA 72:23, IV (educational) RSA 72:23, V (charitable)
(Form A-12 must also be filed, if applicant is requesting exemption as a charitable organization.)

5. Is the applicant organization organized or incorporated in New Hampshire (Yes No
Does it have a principal place of business in this state (Yes No). If yes, where:
56 Pinkham Road, Lee, NH 03861 ADDRESS 603-868-1335 TELEPHONE NUMBER

6. State general purpose for which applicant is organized or incorporated: child care for families/parents who go to work or to school; also preschool to help prepare children for public school

7. If applicant is requesting exemption as a charitable organization under RSA 72:23, V:
(a) What service of public good or welfare is provided? child care so parents can work
(b) Who are the beneficiaries of this service? children and families
(c) Is there a charge for this service? yes If yes, explain child care tuition cost
(d) For what purpose is any income used? to cover cost of providing care & education

8. If the applicant is a religious organization, is it a regularly recognized and constituted denomination, creed or sect? _____
If so, give its generally recognized name _____

9. State whether the applicant has been granted exemption from taxation by special act of the legislature since May 7, 1913. _____

If so, give date. January 5, 1981

10. Did the municipality where the applicant claims exemption vote prior to April 1, 1958 to grant exemption on property not specifically exempted by Chapter 72 RSA as amended by Chapter 202 of the Laws of 1957? no

If so, what is the total amount of the exemption voted? _____

11. List real estate and personal property on which exemption is claimed for this municipality and the purpose of which each item is used. Itemize each building or tract of land separately indicating the approximate area or percentage used for exempt purposes. (See example)

Tax Map & Lot No.	Property Description	Primary Use and its extent or duration	Other Use and its extent or duration
03/01/02	1.86 acres of land	year round support of	
		infant, toddler, preschool, kindergartens care	
03/01/02	front building	80% child care year round	
		20% administrative office year round	
03/01/02	back building	95% child care year round	
		5% administrative office year round	

EXAMPLE:

Tax Map & Lot No.	Property Description	Primary Use and its extent or duration	Other Use and its extent or duration
25/6	5 acres of land	Continual support of	
		Smith & Jones bldgs.	
25/6	Smith house	25% science teacher's apt	
		75% dormitory (18 students)	4-H for 6 wks.
25/6	Jones Bldg.	40% apt. rent to public	
		50% student assemble room	Rented to town 4-5 times/yr.
		10% school nurse's office	
35/2	Brown lot-28 acres	Camping and hiking by scouts;	
		150/yr. for 2 wk. period	Logging

The State of New Hampshire

CHARITABLE ORGANIZATION FINANCIAL STATEMENT

Pursuant to RSA 72:23, VI, every charitable organization or society must file a statement of its financial condition with the municipality in which the property is located. This statement is due annually, before June 1. In compliance with this statute, please complete and return this form with attachments, if necessary, to the municipality.

For Fiscal Year 4/1/16 to 3/31/17

1. In what municipality is this exemption claimed? Lee
2. Name of Organization or Society Growing Places Early Education and Youth Recreation
3. Name(s) and Address(es) of the Principal Officers:
 - Jessica Starkey, Board Chair
 - Chris Regan, Board Treasurer
 - Celissa Hoyt, Executive Director, 56 Pinkham Rd, Lee NH 03861
4. Internal Revenue Service Identification Number: 02-0333489
5. Date of Registration or Incorporation with the N.H. Secretary of State:
 - 1978
6. Attach financial statement or best evidence available of the organization's source of income and expenditures in the preceding fiscal year.
7. If the organization or society files INTERNAL REVENUE SERVICE FORM 990, or other similar non-profit informational return, please enclose a copy.

(Treasurer,

Signature: Celissa Hoyt

or Principal Officer)

Send Original form and accompanying information to local assessing officials.
A duplicate copy should be retained by Property Owner.

GROWING PLACES
Profit & Loss Budget vs. Actual

August 2015
TOTAL

	Sept 14-Aug15	YTD Budget	% of Budget	Forecast	Budget	\$ Over Budget	% of Budget
Income							
Tuition	1,147,089	1,325,618	87%	1,325,618	1,325,618		100%
TimberNook income	45,208		100%				
Staff Child Care Scholar.		-36,034		-45,400	-45,400		100%
Annual Fund - unrestrict.	23,499	25,000	94%	25,000	25,000		100%
Annual Fund - restricted	160		100%				
Fees	17,750	17,600	101%	17,600	17,600		100%
Grant - Alliance	12,750		100%				
Grant							
Interest income	187	200	94%	200	200		100%
Allocated income							
Total Income	1,246,643	1,332,384	94%	1,323,018	1,323,018		100%
Expense							
Advertising & Marketing	3,761	3,500	107%	3,500	3,500		100%
Annual Fund-Spec. Events	4,259	5,000	85%	5,000	5,000		100%
Audit	6,500	6,500	100%	6,500	6,500		100%
Bookkeeping	9,603	4,500	213%	4,500	4,500		100%
Cleaning Service	13,580	14,400	94%	14,400	14,400		100%
Consumables	29,574	29,100	102%	29,100	29,100		100%
Health & Dental Benefits	66,140	94,000	70%	94,000	94,000		100%
Health Reimburse. Acct	780	9,000	9%	9,000	9,000		100%
Insurance	28,834	27,000	107%	27,000	27,000		100%
Maintenance	33,631	29,500	114%	29,500	29,500		100%
Memberships/subscript.	1,697	2,500	68%	2,500	2,500		100%
Miscellaneous	1,498	1,800	83%	1,800	1,800		100%
Mortgage	51,637	51,804	100%	51,804	51,804		100%
Payroll Expenses	671,890	742,840	90%	742,840	742,840		100%
Payroll - Teacher Aides	148,749	109,000	136%	109,000	109,000		100%
Payroll - Work Study	28,573	57,000	50%	57,000	57,000		100%
Rent	31,066	30,764	101%	30,764	30,764		100%
Restricted--annual fund							
Staff Background Checks	1,335	1,500	89%	1,500	1,500		100%
Staff Development	4,747	4,500	105%	4,500	4,500		100%
Supplies--director	1,959	3,200	61%	3,200	3,200		100%
Supplies--office/equip.	16,112	14,800	109%	14,800	14,800		100%
Supplies--program	17,242	13,800	125%	13,800	13,800		100%
Telephone	2,998	3,400	88%	3,400	3,400		100%
TimberNook expense	32,376		100%				
Transportation	3,095	8,000	39%	8,000	8,000		100%
Utilities	11,692	14,200	82%	14,200	14,200		100%
Water Testing	2,276	4,000	57%	4,000	4,000		100%
Allocated expense							
Total Expense	1,225,604	1,285,608	95%	1,285,608	1,285,608		100%
Net Income	21,039	37,410	56%	37,410	37,410		100%

Aging Report

8-14 days past due	2 families	\$105
15-21 days past due	6 families	\$832
21+ days past due	14 families	\$3,742
	3 state account	\$571

Assets

savings	\$52,183
checking	\$56,234
total	\$108,417

Liabilities

tuition deposits	\$32,700
(in July were \$38,600)	

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2014
Open to Public Inspection

A For the 2014 calendar year, or tax year beginning 09/01/14, and ending 08/31/15

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization Growing Places Early Education and Youth Recreation Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 56 Pinkham Road City or town, state or province, country, and ZIP or foreign postal code Lee NH 03842	D Employer identification number 02-0333489 E Telephone number 603-868-1335 G Gross receipts \$ 1,243,369
F Name and address of principal officer: Chris Regan 56 Pinkham Road Lee NH 03842		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions)
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		H(c) Group exemption number ▶
J Website: ▶ www.growingplacesnh.org		L Year of formation: 1978
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶		M State of legal domicile: NH

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: See Schedule O		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	6
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	6
	5 Total number of individuals employed in calendar year 2014 (Part V, line 2a)	5	78
	6 Total number of volunteers (estimate if necessary)	6	40
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
	b Net unrelated business taxable income from Form 990-T, line 34	7b	0
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	36,999	33,499
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	1,166,585	1,209,543
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	2	213
	12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,220,386	1,243,369
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		0
	14 Benefits paid to or for members (Part IX, column (A), line 4)		0
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	935,301	940,749
	16a Professional fundraising fees (Part IX, column (A), line 11e)		0
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 10,687		
	17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	254,181	291,014
	18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	1,189,482	1,231,763
	19 Revenue less expenses. Subtract line 18 from line 12	30,904	11,606
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	887,961	869,434
	22 Net assets or fund balances. Subtract line 21 from line 20	404,851	374,718
		483,110	494,716

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer Chris Regan Type or print name and title	Date Treasurer
Paid Preparer Use Only	Print/Type preparer's name Steven J. Dennen	Preparer's signature Steven J. Dennen
	Date 01/28/16	Check <input type="checkbox"/> if self-employed <input type="checkbox"/> if PTIN P00073749
	Firm's name ▶ S.J. Dennen, CPA, P.C.	Firm's EIN ▶ 27-3730365
	Firm's address ▶ 510 Turnpike Street, Suite 203 North Andover, MA 01845-5822	Phone no. 978-688-2581

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

For Paperwork Reduction Act Notice, see the separate instructions.

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

See Schedule O

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ **487,832** including grants of \$) (Revenue \$)
Early Childhood Program at 56 Pinkham Road in Lee - In two buildings on Pinkham Road, care and programming is provided in four classrooms to children ages six weeks through six years.

4b (Code:) (Expenses \$ **353,853** including grants of \$) (Revenue \$)
Early Childhood Program at 60 Strafford Avenue in Durham - In space leased from the University of New Hampshire care and programming is provided in three classrooms to children ages two to six years.

4c (Code:) (Expenses \$ **119,608** including grants of \$) (Revenue \$)
School Age Program at Moharimet Elementary School in Madbury - this programs operates after school, for full days during school vacation and teacher work shop days and for full days during the summer.

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses ► **961,293**

Part IV Checklist of Required Schedules

		Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?		X
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10	Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b	Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c	Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	X	
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?		X
b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		X
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		

Part IV Checklist of Required Schedules (continued)

		Yes	No
21	Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26	Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		X
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a	A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b	A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, or IV, and Part V, line 1		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		
1b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
1c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		X
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
2b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	X	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
3b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
4b	If "Yes," enter the name of the foreign country: ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
5b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
5c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
6b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
7	Organizations that may receive deductible contributions under section 170(c).		
7a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		
7b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
7c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		
7d	If "Yes," indicate the number of Forms 8282 filed during the year		
7e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		
7f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		
7g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
7h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
9	Sponsoring organizations maintaining donor advised funds.		
9a	Did the sponsoring organization make any taxable distributions under section 4966?		
9b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
10	Section 501(c)(7) organizations. Enter:		
10a	Initiation fees and capital contributions included on Part VIII, line 12		
10b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
11	Section 501(c)(12) organizations. Enter:		
11a	Gross income from members or shareholders		
11b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)		
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?		
12b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
13a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.		
13b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans		
13c	Enter the amount of reserves on hand		
14a	Did the organization receive any payments for indoor tanning services during the tax year?		X
14b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	6		
1b	6		
2			X
3			X
4			X
5			X
6			X
7a			X
7b			X
8a		X	
8b		X	
9			X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a			X
10b			
11a		X	
11b			
12a		X	
12b		X	
12c		X	
13		X	
14		X	
15a		X	
15b		X	
16a			X
16b			

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed ► **NH**
- 18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records: ►

Chris Regan 56 Pinkham Road **NH 03861** 603-868-1335
Lee

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation reported on Form 990, (D), (E), and (F) if no compensation was paid.

List all of the organization's current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees who received more than \$100,000 of compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; highest compensated employees; officers (other than the highest compensated employees); and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours for related organizations below dotted line)	(C) Position						(D) Responsible for the organization (W-2/1099-MISC)	(E) Responsible for the organization (W-2/1099-MISC)	(F) Responsible for the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Jessica Starkey Chairperson	2.00 0.00	X		X				0	0	0
(2) Chris Regan Treasurer	2.00 0.00	X		X				0	0	0
(3) Amy Leone Secretary	0.50 0.00	X		X				0	0	0
(4) Kathryn Mone Vice Chair	2.00 0.00	X		X				0	0	0
(5) Kate Haley Webb	0.50 0.00	X						0	0	0
(6) Brooke Fleit	0.50 0.00	X						0	0	0
(7)										
(8)										
(9)										
(10)										
(11)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(12)										
(13)										
(14)										
(15)										
(16)										
(17)										
(18)										
(19)										
1b Sub-total										
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)										

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **0**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a			
	b Membership dues	1b			
	c Fundraising events	1c			
	d Related organizations	1d			
	e Government grants (contributions)	1e			
	f All other contributions, gifts, grants, and similar amounts not included above	1f 33,499			
	g Noncash contributions included in lines 1a-1f: \$				
	h Total. Add lines 1a-1f		33,499		
Program Service Revenue	2a Tuition	Busn. Code	1,191,793	1,191,793	
	b Fees		17,750	17,750	
	c				
	d				
	e				
	f All other program service revenue				
	g Total. Add lines 2a-2f		1,209,543		
	3 Investment income (including dividends, interest, and other similar amounts)		213	213	
4 Income from investment of tax-exempt bond proceeds					
5 Royalties					
Other Revenue	6a Gross rents	(i) Real (ii) Personal			
	b Less: rental exps.				
	c Rental inc. or (loss)				
	d Net rental income or (loss)				
	7a Gross amount from sales of assets other than inventory	(i) Securities (ii) Other			
	b Less: cost or other basis & sales exps				
	c Gain or (loss)				
	d Net gain or (loss)				
	8a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	a			
	b Less: direct expenses	b			
	c Net income or (loss) from fundraising events				
	9a Gross income from gaming activities. See Part IV, line 19	a			
	b Less: direct expenses	b			
	c Net income or (loss) from gaming activities				
10a Gross sales of inventory, less returns and allowances	a				
b Less: cost of goods sold	b				
c Net income or (loss) from sales of inventory					
Miscellaneous Revenue		Busn. Code			
11a Miscellaneous Income		114	114		
b					
c					
d All other revenue					
e Total. Add lines 11a-11d		114			
12 Total revenue. See instructions.		1,243,369	1,209,870	0	0

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	59,986	12,342	47,644	
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	754,846	674,903	79,943	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	66,717	52,675	14,042	
10 Payroll taxes	59,200	49,443	8,881	876
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	11,440		11,440	
d Lobbying				
e Professional fundraising services. See Part IV, line 7				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	3,731			3,731
12 Advertising and promotion				
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy	31,066	31,066		
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	18,465		18,465	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	34,651	33,866	785	
23 Insurance	30,965	14,004	16,694	267
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a Repairs and Maintenance	47,210	19,650	27,560	
b Direct Program Costs	39,783	39,783		
c Supplies	35,088	20,073	14,100	915
d Utilities	14,033	11,056	2,977	
e All other expenses	24,582	2,432	17,252	4,898
25 Total functional expenses. Add lines 1 through 24e	1,231,763	961,293	259,783	10,697
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A)		(B)	
		Beginning of year		End of year	
Assets	1	Cash—non-interest bearing	33,017	1	26,555
	2	Savings and temporary cash investments	7,074	2	52,183
	3	Pledges and grants receivable, net	2,910	3	
	4	Accounts receivable, net	26,392	4	8,909
	5	Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	8,330	9	6,200
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	1,049,061		
	10b	Less: accumulated depreciation	277,527	10c	771,534
	11	Investments—publicly traded securities		11	
	12	Investments—other securities. See Part IV, line 11		12	
	13	Investments—program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	4,625	15	4,053
16	Total assets. Add lines 1 through 15 (must equal line 34)	887,961	16	869,434	
Liabilities	17	Accounts payable and accrued expenses	13,678	17	8,182
	18	Grants payable		18	
	19	Deferred revenue	40,074	19	43,532
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties	334,706	24	301,534
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	16,393	25	21,470
	26	Total liabilities. Add lines 17 through 25	404,851	26	374,718
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.				
	27	Unrestricted net assets	480,200	27	494,716
	28	Temporarily restricted net assets	2,910	28	
	29	Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.				
	30	Capital stock or trust principal, or current funds		30	
	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
	32	Retained earnings, endowment, accumulated income, or other funds		32	
33	Total net assets or fund balances	483,110	33	494,716	
34	Total liabilities and net assets/fund balances	887,961	34	869,434	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,243,369
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,231,763
3	Revenue less expenses. Subtract line 2 from line 1	3	11,606
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	483,110
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	494,716

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
2c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
3b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.		

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support
Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
▶ Attach to Form 990 or Form 990-EZ.

OMB No. 1545-0047

2014

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Name of the organization **Growing Places Early Education and Youth Recreation**

Employer identification number
02-0333489

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E.)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 11a through 11d that describes the type of supporting organization and complete lines 11e, 11f, and 11g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-9 above or IRC section (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ► <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2014 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2013 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2014. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
b 33 1/3% support test—2013. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2014. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2013. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ► <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	95,069	81,672	58,244	36,999	33,499	305,483
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	1,106,942	1,202,423	1,207,800	1,183,387	1,209,870	5,910,422
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5	1,202,011	1,284,095	1,266,044	1,220,386	1,243,369	6,215,905
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						6,215,905

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
9 Amounts from line 6	1,202,011	1,284,095	1,266,044	1,220,386	1,243,369	6,215,905
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	245	105				350
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	245	105				350
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)	1,202,256	1,284,200	1,266,044	1,220,386	1,243,369	6,216,255
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2014 (line 8, column (f) divided by line 13, column (f))	15	99.99 %
16 Public support percentage from 2013 Schedule A, Part III, line 15	16	99.99 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2014 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2013 Schedule A, Part III, line 17	18	%

- 19a 33 1/3% support tests—2014.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization
- b 33 1/3% support tests—2013.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Internal Revenue Service
District Director

Department of the Treasury

P. O. Box 9107
Boston, MA 02203

Date: SEP 15 1981

rec'd 9/21/81

Our Letter Dated:
January 5, 1981
Person to Contact:
Mary Joyce
Contact Telephone Number:
223-4241

M.C.
Growing Places: Early Care, Education
~~Forest Park Group Day Care Center~~ and Youth
11 B Forest Park Recreation
Durham, New Hampshire 03824

203-62-1450

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(2). Your exempt status under section 501(c)(3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(2) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(2) organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

—

State of New Hampshire
Department of State

The undersigned, as Deputy Secretary of State of the State of New Hampshire, hereby certifies that the attached Affidavit of Amendment to the Articles of Agreement of FOREST PARK CHILD CARE CENTER, now GROWING PLACES EARLY EDUCATION AND YOUTH RECREATION, a New Hampshire nonprofit corporation, has been filed in this office.

IN TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire this 19th day of September, 1996.



A handwritten signature in cursive script, reading "Robert P. Ambrose".

Robert P. Ambrose
Deputy Secretary of State

Approved April 3, 2000

**BY-LAWS OF
GROWING PLACES OF
NEW HAMPSHIRE**

ARTICLE I

GENERAL PROVISIONS.

Section 1. NAME. The corporation shall be named GROWING PLACES (“the Corporation”) and will be located at 110 Forest Park, Durham, NH 03824

Section 2. PURPOSE. To provide child care and youth recreation programs on a full time and/or part time basis.

Section 3. OFFICES. The Corporation shall maintain in the State of New Hampshire a registered office and a registered agent at such office.

ARTICLE II

MEMBERS

The Corporation shall have no members

ARTICLE III

BOARD OF DIRECTORS

Section 1. GENERAL POWERS. Any action which would, by operation of law or otherwise, require a vote of members shall require only a vote of the directors. All rights which would, by operation of law or otherwise, vest in members shall vest in the Board of Directors. Subject to the provisions of the New Hampshire Nonprofit Corporation Law and any limitation in the Articles of Incorporation and these by-laws the business and affairs of the Corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors. All property and funds of the Corporation shall be subject to the control of the Board of Directors.

Section 2. NUMBER OF DIRECTORS. The authorized number of directors shall be a minimum of five (5) and a maximum of fifteen (15). The number of directors may, from time to time, be increased or decreased by amendment of this Section passed in accordance with these by-laws. No reduction of the authorized number of directors shall have the effect of removing any director prior to the expiration of said director's term of office, unless the director is affirmatively removed by the Board of Directors.

Section 3. ELECTION AND TERM OF DIRECTORS. Directors shall be elected at a regularly standing Board meeting by majority vote of the directors in office. Each director, including a director elected to fill a vacancy, shall hold office until expiration of term for which elected and until a successor has been elected and qualified. The term shall be two years and a director may serve three consecutive terms.

Section 4. QUALIFICATIONS OF DIRECTORS. Each director shall be a resident of New Hampshire. The Board of Directors shall be composed of parents using Growing Places services and other community members.

Section 5. REGULAR MEETINGS. The Board of Directors shall meet twelve (12) times a year. The time and place of the meetings shall be determined by the Board of Directors.

Section 7. ATTENDANCE. Board Members are required to attend 75% of scheduled meetings. Board members shall not miss more than 25% of the meetings without good cause as determined by the majority of the board.

Section 7. SPECIAL MEETINGS. Special meetings of the Board of Directors may be called by or at the request of the President or any five (5) directors. The person or persons authorized to call special meeting of the Board of Directors may fix any place for holding any special meeting called by them.

Section 8. NOTICE. Notice of each meeting shall be given at least ten (10) days prior thereto by written notice to each director at his or her address and/or to include email as shown by the records of the Corporation. Notice of any special meeting shall be given at least seven (7) days prior thereto by written notice to each director at his or her address as shown by the records of the corporation. If mailed, such notice shall be deemed to have been given when deposited in the United States mail in a sealed

envelope, with postage thereon prepaid. If notice is given by fax or e-mail, such notice shall be deemed to have been given when the fax or e-mail is sent. Notice of any special meeting of the Board of Directors may be waived in writing signed by the person or persons entitled to the notice either before or after the time of the meeting. The attendance of a director at any meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice of such meeting or any waiver of notice, unless specifically required by law or by these by-laws.

Section 9. QUORUM. A majority of the actual number of directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, provided that if less than a majority of the directors are present at said meeting, a majority of the directors present may adjourn the meeting to another time with notice to all directors of the new date and time. Voting by proxy will be permitted at any meeting as follows: A board member may designate any person to represent him/her by proxy by specifying in writing his/her authorization for that person to vote for him/her. Such authorization shall be handed to the President of the Board at the beginning of such meeting. The Board may enter Executive Session at any time before, during, or after a regularly scheduled meeting or at specially scheduled times as long as reasonable notice is given to all Board members and any other invited parties. Executive Session information is confidential, with minutes stating only that the Session was held, the persons in attendance, and the purpose of the meeting.

Section 10. VACANCIES. The Board of Directors may fill any vacancies, openings or additional directorships on the Board of Directors at regularly scheduled meetings.

Section 10. COMPENSATION. Directors shall not receive any compensation for their services.

Section 11. CONFLICT OF INTEREST POLICY. Any possible conflict of interest on the part of any member of the Board, officer or employee of the Corporation

shall be disclosed in writing to the Board of Directors and made a matter of record through an annual procedure and also when the interest involves a specific issue before the Board. At such time as any matter comes before the Board in such a way as to give rise to a conflict of interest, the affected member shall make known the possible conflict, whether disclosed by written statement or not, and after answering any questions that might be asked of him/her, shall withdraw from the meeting for so long as the matter shall continue under discussion. Should the matter be brought to a vote, neither the affected member nor any other member with pecuniary interest with the Corporation shall vote on it.

Each Director, prior to taking his/her position on the Board, and all present Directors, shall submit in writing to the Chairman of the Board a list of all businesses or other organizations of which he/she is an officer, director, trustee, member, owner (either as sole proprietor or partner), shareholder, employee or agent, with which the Corporation has, or might reasonably in the future enter into, a relationship or a transaction in which the Director would have conflicting interests. The Chairman of the Board shall become familiar with the statements of all Directors in order to guide his conduct should a conflict arise. When a transaction involving a board member, trustee or officer exceeds five hundred dollars (\$500) but is less than five thousand dollars (\$5000) in a fiscal year, a two-thirds vote of the disinterested directors is required. Where the transaction exceeds five thousand dollars (\$5000) in a fiscal year, then a two-thirds vote of the disinterested directors and a publication in the required newspaper is required. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting, and the actual vote itself.

ARTICLE IV

OFFICERS

Section 1. OFFICERS. The officers of the Corporation shall be a president, a vice-president, a treasurer, and a secretary.

Section 2. ELECTION AND TERM OF OFFICE. The Board of Directors shall elect from among its members these officers to staggered terms of one year, to prior to the organization's fiscal year. No officer may serve for more than two (2) consecutive years in the same position. At the first meeting of the fiscal year elected officers shall assume duties to the Board of Directors. An election of the officers by the Board will take place prior to the first meeting of the fiscal year. Vacancies created by death, resignation or removal of any officer in the manner hereinafter provided may be filled, or new offices created and filled, by the Board of Directors at any meeting of the Board of Directors. Election of any officers shall not create any contract rights. Officers shall not receive compensation for their services.

Section 3. REMOVAL. Any officer may be removed by the affirmative vote of two-thirds (2/3) of the directors present at a meeting of the Board of Directors at which a quorum is present.

Section 4. PRESIDENT. The president shall be the principal executive officer of the Corporation. Subject to the direction and control of the Board of Directors, the president shall be in charge of the business and affairs of the Corporation; cause the resolutions and directives of the Board of directors to be carried into effect, except in those instances in which that responsibility is assigned to some other person by the Board of Directors; and discharge all duties incident to the office of president and such other duties as may be prescribed by the Board of Directors. The president shall preside at all meetings of the Board of Directors. Except in those instances in which the authority is expressly delegated to another officer or agent of the Corporation or a different mode of execution is expressly prescribed by the Board of Directors or these by-laws, the president may execute for the Corporation any contracts, deeds, mortgages, bonds or other instruments That the Board of Directors has authorized to be executed and may accomplish such execution whether under or without the seal of the Corporation and either individually or with any other officer authorized by the Board of Directors, according to the requirements of the form of the instruments.

Section 5. TREASURER. The treasurer shall be the principal accounting and financial officer of the Corporation. The treasurer shall cause to be kept and maintained adequate and correct accounts of the financial transactions of Growing Places, including accounts of assets, liabilities, receipts, distributions, gains and losses. The treasurer shall render to the president and the Board of Directors, at regularly scheduled Board meetings or as otherwise requested, an account of the financial condition of Growing Places.

Section 6. SECRETARY. The secretary shall record the minutes of the meetings of the Board of Directors in one or more books provided for that purpose; see that all notices are duly given in accordance with the provision of these by-laws or as required by law; be the custodian of the Corporate records and seal of the corporation; keep a register of the mailing address of each director, which shall be furnished to the secretary by each director; and perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to the secretary by the president of the Board of Directors.

Section 7. VICE PRESIDENT. The vice president shall assist the president as the president may direct and shall perform such other duties as from time to time and may be assigned by the Board of Directors. In the absence of the president or in the event of the president's refusal to act, the vice-president, if the Board of Directors has made such a designation, shall perform the duties of the president and when so acting, shall have all the powers of and be subject to all the Restrictions upon the president.

ARTICLE V COMMITTEES

Section 1. EXECUTIVE COMMITTEE. The Executive Committee of the Board of Directors shall consist of the president, secretary, treasurer, and vice-president. The president of the Corporation shall be the Chairperson of the Executive Committee. The

Executive Committee shall be empowered to act on behalf of the Board of Directors when circumstances require action between regular meetings of the Board of Directors and may take such other actions on behalf of the Board of Directors as expressly delegated to the Executive Committee by the Board of Directors.

Section 2. **NOMINATING COMMITTEE.** The Nominating Committee of the Board of Directors shall consist of a chairperson nominated by the president, and two other directors.

Section 3. **FINANCE COMMITTEE.** The Finance Committee of the Board of Directors shall consist of the treasurer of the Corporation and two other directors. The chairperson of the Finance Committee shall be the treasurer of the Corporation.

Section 4. **OTHER COMMITTEES OF THE BOARD OF DIRECTORS.** By resolution adopted by a majority of the directors present at a meeting at which a quorum is present, the Board of Directors may designate additional committees of the Board of Directors, that, to the extent provided in the resolution and not restricted by law, shall have and exercise the authority of the Board of Directors in the management of the Corporation. The Chairperson of each committee shall be a director and shall be designated in the resolution adopted by the Board of Directors. The designation of such committees and the delegation thereto of authority shall not, however, operate to relieve the Board of Directors or any individual director of any responsibility imposed by law. Any member of any such committee may be removed by a majority of the directors at a meeting at which a quorum is present.

Section 5. **TERM OF OFFICE.** Each member of a committee shall continue as such for one fiscal year, unless the committee shall be sooner terminated or unless such member be removed from such committee or cease to qualify as a member thereof.

Section 6. CHAIRPERSON. Unless otherwise provided in these by-laws, the president of the Corporation shall appoint one member of each committee designated pursuant to these by-laws to serve as Chairperson.

Section 7. VACANCIES. Vacancies in the membership of any committee may be filled or additional members added by appointments in the same manner as provided in the case of the original appointments.

Section 8. QUORUM. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Section 9. RULES. Each committee may adopt rules for its own government not inconsistent with these by-laws or the resolution of the Board of Directors designating the committee.

ARTICLE VI

CONTRACTS, CHECK DEPOSITS AND FUNDS.

Section 1. FUND RAISING. Funds raised by Growing Places shall be used exclusively to fund the activities in connection with the Corporation.

Section 2. CONTRACTS. The Board of Directors may authorize one or more officers or agents of the Corporation, in addition to the officers so authorized by these by-laws, to enter into any contract or execute and deliver any instrument in the name and on behalf of the Corporation and such authority may be general or confined to specific instances.

Section 3. CHECKS, DRAFTS, ETC. All checks, drafts, or other orders of the payment of money, notes or other evidence of indebtedness issued in the name of the Corporation shall be signed by such officers or agents of the Corporation as shall from time to time be determined by resolution of the Board of Directors. Two signatures are required for checks amounting to five thousand (\$5000) or more, by the president or treasurer, and an administrative employee of the Corporation.

Section 4. DEPOSITS. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.

Section 5. GIFTS. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purpose or any special purpose of the Corporation.

Section 6. FINANCIAL GUIDELINES. The Board of Directors shall adopt Financial Policy that sets forth appropriate financial guidelines for the administration by the Board of Directors of funds raised or received by the corporation.

ARTICLE VII

MISCELLANEOUS PROVISIONS

Section 1. AMENDMENT OF BY-LAWS. These by-laws supersede any previous by-laws of the Corporation. These by-laws may be amended, or may be repealed by new by-laws adopted, by the adoption of a resolution by the Board of Directors for said purpose.

Section 2. ACCOUNTING YEAR. The accounting year of the Corporation shall commence on the first day of September and end on the last day of August in each year, unless changed by resolution of the Board of Directors.

Approved by the Board of Directors: April 3, 2000

Section 2. ACCOUNTING YEAR. The accounting year of the Corporation shall commence on the first day of September and end on the last day of August in each year, unless changed by resolution of the Board of Directors.

Approved by the Board of Directors: April 3, 2000

Section 3. DISSOLUTION OF ASSETS. Upon a vote for the dissolution of the organization known as Growing Places Early Education and Youth Recreation, the Board shall, after paying or providing for the payment of outstanding liabilities and debts, dispose of all assets to any organization (s) with 501 (c) (3) status. Such distribution of assets shall be made in accordance with all applicable provisions of the law of New Hampshire.

Section 3 - Approved by the Board of Directors: April 30, 2008

The State of New Hampshire

ARTICLES OF AGREEMENT

The undersigned, being persons of lawful age, associate under the provisions of the Laws of New Hampshire RSA 292 by the following:

Article 1. The name of this corporation shall be Forest Park Group Day Care Center.

Article 2. The object for which this corporation is established is
section 1: to provide child care on a full time or part time basis, with priority to Forest Park residents.
section 2: (1) to teach children independence and responsibility in action; (2) to develop self-esteem in a warm, loving environment; and (3) to teach children about their surroundings.

Article 3. In case of dissolution of corporation, the assets shall be distributed to a non profit organization.

Article 4. The address at which the business of this corporation is to be carried on is
11 B Forest Park, Durham, N.H. 03824.

Article 5. The amount of capital stock, if any, or the number of shares is 0.

Article 6. Signatures and post office address of incorporators

PLEASE PRINT NAME(S) BELOW SIGNATURE LINE

Names	Post Office Address
<i>Joanne Loughran</i>	5 D Forest Park, Durham, N.H.
<i>Joanne Loughran</i>	
<i>Sarah Davis - Talbot</i>	15 F Forest Park, Durham, N.H.
<i>Sarah Davis - Talbot</i>	
<i>Elizabeth H. Donovan</i>	3 D Forest Park, Durham, N.H.
<i>Elizabeth G. Donovan</i>	
<i>Rosanne C. Moore</i>	RFD Box 443 Wickett Rd, S. Berwick, N.H.
<i>ROSANNE C. MOORE</i>	
<i>Cynthia Heitzler</i>	1-C Forest Park, Durham
<i>CYNTHIA HEITZLER</i>	

Town (or City) Clerk's office, Town (or City) of Durham

IV. The buildings and structures of schools, seminaries of learning, colleges, academies and universities organized, incorporated or legally doing business in this state and owned, used and occupied by them directly for the purposes for which they are established, including but not limited to the dormitories, dining rooms, kitchens, auditoriums, classrooms, infirmaries, administrative and utility rooms and buildings connected therewith, athletic fields and facilities and gymnasiums, boat houses and wharves belonging to them and used in connection therewith, and the land thereto appertaining but not including lands and buildings not used and occupied directly for the purposes for which they are organized or incorporated, and the personal property used by them directly for the purposes for which they are established, provided none of the income or profits are divided among the members or stockholders or used or appropriated for any other purpose than the purpose for which they are organized or established; provided further that if the value of the dormitories, dining rooms and kitchens shall exceed \$150,000, the value thereof in excess of said sum shall be taxable. A town at an annual town meeting or the governing body of a city may vote to increase the amount of the exemption upon dormitories, dining rooms and kitchens.

REPORT OF EXCAVATED MATERIAL

RSA 72-B:9

See instructions on back of form

OPERATION # 14-255-01 - E

For Tax Year : April 1, 2014¹⁵ to March 31, 2015¹⁶

Mailing Address:

SETH PETERS
PEARL PETERS
23 OLD MILL ROAD
LEE NH 03824-

1. Town/City of: LEE, NH

2. Tax Map/Lot # or Road Project Name or #:
M4 L6

3. Total permitted area under RSA 155-E (acres): 150±

4. Excavation area as of April 1 : 5 Acres

5. Reclaimed area as of April 1 : _____

6. Remaining cubic yards of earth to excavate:
Unknown

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	210
SAND	1425
LOAM	310
STONE PRODUCTS	
OTHER:	
TOTAL	1945

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Seth Peters
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Seth Peters 3/11/16
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

Pearl Peters
PRINT OWNER(S) NAME CLEARLY

Pearl Peters 3/11/16
SIGNATURE (IN INK) OF OWNER(S) DATE

23 Old Mill Rd
MAILING ADDRESS

Lee NH 03861
CITY / TOWN STATE ZIP CODE

603-866-1999 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

GENERAL INSTRUCTIONS FOR FILING THIS FORM ON REVERSE

(Assigned by Municipality)

YR TOWN OP#

- - - **E**

For Tax Year April 1, 2016 to March 31, 2017

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

- Town/City of: Lee, NH
- Tax Map/Block/Lot #: M-4 Lot-6
- Name of Access Road: Old Mill Rd, Pinkham Rd
- Total Acreage of Lot: 150 ±
- Date of Permit per RSA 155-E:2: Grandfathered
or (Municipal Excavation Permit)
- Date of Report, if required, per RSA 155-E:2, I (d): _____
- Permit Number per RSA 485-A:17, if any: _____
(Alteration of Terrain Permit)
- Incidental Construction/155-E Exception: Check if YES
- Total Permitted Area (acres): 150 ACRES
- Excavation Area (acres) as of April 1: 5 Acres
- Reclaimed Area (acres) as of April 1: _____
- Remaining Cubic Yards of Earth to Excavate: Unknown
- Type of Ownership:
 - Owner of land
 - Previous owner retaining deeded earth excavation rights
 - Owner of earth or earth excavation rights on public lands (Fed., State, Municipal, etc) or, removes earth from public lands or right-of-ways

14. DESCRIPTION OF EARTH TO BE EXCAVATED DURING TAX YEAR

EARTH TYPE	ESTIMATED CUBIC YARDS (CY)
GRAVEL	<u>25,000</u>
SAND	<u>25,000</u>
LOAM	<u>3,000</u>
STONE PRODUCTS	
OTHER (Clay)	<u>3,000</u>
TOTAL	<u>56,000</u>

15. CHECK THE BOX THAT DESCRIBES THIS INTENT

- ORIGINAL WITH \$100 FEE (check payable to State of New Hampshire)
- ORIGINAL WITH NO FEE (excavation of 1,000 cubic yards or less)
- SUPPLEMENTAL WITH \$100 FEE (exceeding original estimate of 1,000 cubic yards or less)
- SUPPLEMENTAL WITH NO FEE (fee previously paid with original intent)

16. We hereby assume responsibility for reporting all earth excavated within 30 days of completion or by the end of the tax year, whichever comes first. (If a Corporation, an Officer must sign.)

Pearl Peters 3/11/16
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Pearl Peters 3/11/16
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

Seth Peters 3/11/16
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Seth Peters 3/11/16
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

23 Old Mill Road
MAILING ADDRESS

Lee NH 03861
CITY OR TOWN STATE ZIP CODE

Malpasocreek99@gmail.com
E-MAIL ADDRESS

_____ 603 866 1999
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

DATE INTENT SENT TO TOWN: 3/11/16

E-MAIL REPORT & CERTIFICATE? YES NO
If NO, Report and Certificate will be mailed to the address above.

TO BE COMPLETED BY ASSESSING OFFICIALS

Amount of Security Required \$ _____

Security Posted (Bond, Certified Check, etc.) \$ _____

SIGNATURES & DATE OF ASSESSING OFFICIALS

The Selectmen/Assessing Officials hereby acknowledge receipt of the Notice of Intent to Excavate and certify that:

- All owners of record have signed the Intent;
- If the land is in Current Use, the land use change tax shall be assessed on the non-qualifying land;
- The form is complete; and
- Any bond required under RSA 72-B:5 has been received.

SIGNATURE (IN INK) _____ DATE _____

SIGNATURE (IN INK) _____ DATE _____

SIGNATURE (IN INK) _____ DATE _____

SIGNATURE (IN INK) _____ DATE _____

SIGNATURE (IN INK) _____ DATE _____

FOR DRA USE ONLY

SIGNED ORIGINAL COPY - RETAINED BY CITY/TOWN
SIGNED COPY TO - OWNER, RETURNED BY ASSESSING OFFICIALS
SIGNED COPY TO - DEPT. OF REVENUE, MUNICIPAL & PROPERTY DIVISION

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: Kathy O'Leary
Brien Murphy
38 Dickinson Street
Somerville, MA 02143

Property Tax Map 12 Lot 1-J05
Address: J05 Forest Glen

Tax Year: 2015
Assessment: \$6,100

The subject is a camper on rented land. Abatement request is due to property being registered. As such it is recommended that an abatement in the amount of \$231 plus any applicable interest/fees be granted.

Abatement Granted

Abatement Denied

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: Jon Gansenberg
224 Nhant Road
Nahant, MA 01908

Property Tax Map 26 Lot 2-H15
Address: H15 Wadleigh Campground

Tax Year: 2015
Assessment: \$6,200

The subject is a camper on rented land. Abatement request is due to property being transferred in March 2015. As such it is recommended that an abatement in the amount of \$89 plus any applicable interest/fees be granted.

Abatement Granted

Abatement Denied

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: Jeffrey Way
26 Angell Road
Lee, NH 03861

Property Tax Map 25 Lot 1-700
Address: 8 Earle Drive

Tax Year: 2015
Assessment: \$268,500

The subject is a cape style home situated on a 5.13-acre parcel. Abatement request is due to incorrect property being transferred and as such it is recommended that an abatement in the amount of \$7,854 plus any applicable interest/fees be granted.

NOTE: Supplement to correct owner is being processed.

Abatement Granted

Abatement Denied

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: D Richard Blidberg
8 Earle Drive
Lee, NH 03861

Property Tax Map 5 Lot 1-400
Address: 26 Angell Road

Tax Year: 2015
Assessment: \$258,200

The subject is a two family home situated on a 3.41-acre parcel. Abatement request is due to incorrect property being transferred and as such it is recommended that an abatement in the amount of \$7,552 plus any applicable interest/fees be granted.

NOTE: Supplement to correct owner is being processed.

Abatement Granted

Abatement Denied

Dated _____

SUPPLEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: Jeffrey T Way
26 Angell Road
Lee, NH 03861

Property Tax Map 5 Lot 001-400
Address: 26 Angell Road

Tax Year: 2015

The above referenced property is a two family home situated on a 3.41-acre parcel. Ownership was inadvertently incorrectly listed and as such it is recommended that a supplemental assessment of \$258,200 and a tax bill in the amount of \$7,552 be processed to the above owner.

NOTE: Abatement to the incorrect owner is being processed.

Supplement Approved

Supplement Denied

Dated _____

SUPPLEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: March 14, 2016

RE: D Richard Blidberg
8 Earle Drive
Lee, NH 03861

Property Tax Map 25 Lot 001-700
Address: 8 Earle Drive

Tax Year: 2015

The above referenced property is a cape style home situated on a 5.13-acre parcel. Ownership was inadvertently incorrectly listed and as such it is recommended that a supplemental assessment of \$268,500 and a tax bill in the amount of \$7,854 be processed to the above owner.

NOTE: Abatement to the incorrect owner is being processed.

Supplement Approved

Supplement Denied

Dated _____

SUPPLEMENTAL PROPERTY TAX LISTING

MAP/LOT	ST#	STREET	OWNER	MAILING ADDRESS	REV 2015 ASMNT	TAXES
005-001-0400	26	ANGELL ROAD	JEFFREY WAY	26 ANGELLO ROAD, LEE NH 03861	\$258,200	
025-001-0700	8	EARLE DRIVE	D RICHARD BLIDBERG	8 EARLE DRIVE, LEE, NH 03861	\$268,500	

SPECIAL DUTY AGREEMENT

This Agreement is made and entered into on this 14th day of March, 2016, by and between the Town of Lee ("TOWN") and Thomas Dronsfield ("POLICE CHIEF").

The parties mutually agree as follows:

- 1) POLICE CHIEF may work no more than 12 hours per month on off-hours, grant-funded speed and DUI patrols.
- 2) POLICE CHIEF may perform other Special Duty work both within the Town of Lee and in other communities, provided that any such work is performed after his regular working day is complete or between Friday afternoon (after 3:00 p.m.) and Sunday evening (11:00 p.m.) only and is not to exceed twenty (20) actual hours worked each week.
- 3) POLICE CHIEF shall be paid at the regular, special duty rate of \$40.00 per hour.
- 4) The Parties agree that the terms of this agreement go into effect on March 14, 2016.
- 5) POLICE CHIEF acknowledges that the Select Board may rescind this agreement at any time, with or without cause.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this day _____ of _____, 2016:

Scott Bugbee, Chairman

John R. LaCourse, Selectman

Cary Brown, Selectman



Thomas Dronsfield



CERTIFICATE
OF
APPRECIATION

Barbara McNamee

*In recognition for her years of service as a library trustee and as
caretaker of the library and town triangle gardens.*

Select Board

Library Trustees

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Memo

To: Select Board
Town of Lee

From: Scott P. Marsh, CNHA
Municipal Resources, Inc.

Date: March 21, 2016

RE: Charitable Exemption Application

Attached is application for charitable exemption that is required to be filed annually. Application has been previously granted and there have been no changes. Application appears to be in order and as such it is recommended that the application be approved for the 2016 tax year.

Exemption Granted

Exemption Denied

Dated _____

RECEIVED
MAR 16 2016

The State of New Hampshire

TOWN OF LEE, NH
SELECTMAN'S OFFICE

List of Real Estate on which Exemption is Claimed

Pursuant to RSA 72:23-c

This form must be completed and filed annually on or before April 15. The ORIGINAL list must be filed with the selectmen (assessors) of the municipality in which such real estate property is taxable. A DUPLICATE copy should be retained by the applicant. Failure to file this list may result in denial of the exemption.

This is to certify that the information contained in the following responses is true and correct to the best of my knowledge and belief and that I am duly authorized to sign on behalf of the applicant organization.

Date: March 9, 2016 Signed by: Bethy Brady, treas.
NAME & TITLE

1. Name of applicant organization: Jeremiah - Smith Grange #161
(OWNER OF PROPERTY OR PRINCIPAL OCCUPANT - CIRCLE ONE OR BOTH)

2. Mailing address and telephone number: c/o Bethy Brady, 246 Wadleigh Falls Rd.
Lee, NH 03861 659-5852

3. In what municipality is this exemption claimed? Lee, NH

4. Under which section is applicant requesting exemption: (An organization may not claim multiple exemptions under separate provisions of RSA 72:23)

RSA 72:23, III (religious) RSA 72:23, IV (educational) RSA 72:23, V (charitable)
(Form A-12 must also be filed, if applicant is requesting exemption as a charitable organization.)

5. Is the applicant organization organized or incorporated in New Hampshire (Yes No)

Does it have a principal place of business in this state (Yes No). If yes, where: 1 Lee Hook Rd, Lee NH 03861 (659-5852 BRADY)
ADDRESS TELPHONE NUMBER (NO phone at location)

6. State general purpose for which applicant is organized or incorporated: Support Farmers, Agriculture organizations in Community thru Education, place of gathering

7. If applicant is requesting exemption as a charitable organization under RSA 72:23, V:

(a) What service of public good or welfare is provided? Support/promote agriculture

(b) Who are the beneficiaries of this service? Local Agricultural efforts, org + area residents

(c) Is there a charge for this service? yes If yes, explain Minimal donations to offset some of utility costs

(d) For what purpose is any income used? heat/electrical bills, insurance premiums + maintain pay of building

8. If the applicant is a religious organization, is it a regularly recognized and constituted denomination, creed or sect? _____
If so, give its generally recognized name _____

9. State whether the applicant has been granted exemption from taxation by special act of the legislature since May 7, 1913. Y/S
If so, give date. Mar 17, 1983

10. Did the municipality where the applicant claims exemption vote prior to April 1, 1958 to grant exemption on property not specifically exempted by Chapter 72 RSA as amended by Chapter 202 of the Laws of 1957? NO
If so, what is the total amount of the exemption voted? _____

11. List real estate and personal property on which exemption is claimed for this municipality and the purpose of which each item is used. Itemize each building or tract of land separately indicating the approximate area or percentage used for exempt purposes. (See example)

Tax Map & Lot No.	Property Description	Primary Use and its extent or duration	Other Use and its extent or duration
28-07-0100	Grange building + sheds 1 Lee Hook Rd + 0.71 Acres	support meetings of Jeremiah-Smith Grange + other Agricultural meetings + events in local area - several times/month	meetings for local Agricultural organizations, 1 month Town events - sev/yr Beekeepers mtgs / month Stratford County Farm Bureau 2/yr Doras Baby/Bridal Shower sev/yr

EXAMPLE:

Tax Map & Lot No.	Property Description	Primary Use and its extent or duration	Other Use and its extent or duration
25/6	5 acres of land	Continual support of Smith & Jones bldgs.	
25/6	Smith house	25% science teacher's apt 75% dormitory (18 students)	4-H for 6 wks.
25/6	Jones Bldg.	40% apt. rent to public 50% student assemble room 10% school nurse's office	Rented to town 4-5 times/yr.
35/2	Brown lot-28 acres	Camping and hiking by scouts; 150/yr. for 2 wk. period	Logging

The State of New Hampshire

CHARITABLE ORGANIZATION FINANCIAL STATEMENT

Pursuant to RSA 72:23, VI, every charitable organization or society must file a statement of its financial condition with the municipality in which the property is located. This statement is due annually, before June 1. In compliance with this statute, please complete and return this form with attachments, if necessary, to the municipality.

For Fiscal Year June 30, 2015 to July 1, 2016

1. In what municipality is this exemption claimed? Lee, NH
2. Name of Organization or Society Jeremiah-Smith Grange #161
3. Name(s) and Address(es) of the Principal Officers:

<u>F. James Brady - master</u>	<u>Betty Brady treas.</u>
<u>246 Wadleigh Falls Rd</u>	<u>same as latter</u>
<u>Lee, NH 03861</u>	
4. Internal Revenue Service Identification Number: 02-0476315
5. Date of Registration or Incorporation with the N.H. Secretary of State:
7
6. Attach financial statement or best evidence available of the organization's source of income and expenditures in the preceding fiscal year.
7. If the organization or society files INTERNAL REVENUE SERVICE FORM 990, or other similar non-profit informational return, please enclose a copy.

(Treasurer,

Signature: Betty Brady-treas

or Principal Officer)

Send Original form and accompanying information to local assessing officials.
A duplicate copy should be retained by Property Owner.

This is to certify that we have examined the books and accounts of the Secretary and the Treasurer and find them correct and properly vouched for the quarter ending

Oct 13, 2015 19

We find the financial condition as follows:

ASSETS

Value of Real Estate	\$ 186,000
Value of other property and equipment	\$ 40,000
Invested Funds (including cash in Savings Bank)	\$ 22,972.60 with 22,972.60
Cash in Treasury, including cash on Deposit	\$ 30
Cash in hands of Secretary	\$ 30
Total	\$ 257,638.60

LIABILITIES

Mortgage on Property	\$ 0
Outstanding Bills	\$ 0
Total	\$ 0
Uncollected Dues	\$ 0

Beth Brady Treas

EXECUTIVE COMMITTEE

**ORIGINAL WARRANT
YIELD TAX LEVY**
March 21, 2016
THE STATE OF NEW HAMPSHIRE

Strafford

TO: COLLECTORS NAME, Collector of Taxes for Town of Lee, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$598.51**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at Lee, NH

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

DATE SIGNED: March 21, 2016

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
Leigh Estes Jerry 148 Tuttle Rd Lee, NH 03861	21-05-0100	15-255-06	\$598.51

TAX DUE DATE: April 20, 2016 TOTAL YIELDTAX: \$598.51

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2015 to March 31, 2016

CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2015 to March 31, 2016

TOWN / CITY OF: Lee, NH
COUNTY OF: Strafford
CERTIFICATION DATE: March 21, 2016

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

SEND SIGNED COPY TO: DEPT. OF REVENUE ADMINISTRATION
 PROPERTY APPRAISAL DIVISION
 P.O. BOX 487
 CONCORD, NH 03302-0487

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE		TOTAL ASSESSED VAL.	TAX AT 10 %
Leigh Estes Jerry 0 148 Tuttle Rd Lee, NH 03861	WHITE PINE	32.025				\$135.00	\$4,323.38	\$432.34
	HEMLOCK	11.450				\$42.50	\$486.63	\$48.66
	RED PINE	0.000				\$45.00	\$0.00	\$0.00
ACCOUNT OR SERIAL #: 1	SPRUCE & FIR	0.000				\$92.50	\$0.00	\$0.00
	HARD MAPLE	0.000				\$242.50	\$0.00	\$0.00
# 2 BY WHICH LOT WAS DESIGNATED IN NOTICE OF INTENT MAP & LOT NUMBER 21-05-0100	WHITE BIRCH	0.000				\$65.00	\$0.00	\$0.00
	YELLOW BIRCH	0.000				\$155.00	\$0.00	\$0.00
	OAK	0.000				\$282.50	\$0.00	\$0.00
	ASH	0.000				\$105.00	\$0.00	\$0.00
	BEECH & S. MAPLE	0.000				\$57.50	\$0.00	\$0.00
	PALLET / TIE LOGS	2.915				\$40.00	\$116.60	\$11.66
	OTHERS :	0.000				\$0.00	\$0.00	\$0.00
	OTHERS :	0.000				\$0.00	\$0.00	\$0.00
					TONS	CORDS		\$598.51
# 3 OPERATION NUMBER 15-255-06	SPRUCE & FIR		0.00	0.00	\$ 1.50	\$ 3.30	\$0.00	\$0.00
	HARDWOOD & ASPEN		0.00	0.00	\$ 4.50	\$ 11.38	\$0.00	\$0.00
	PINE		0.00	0.00	\$ 1.25	\$ 2.75	\$0.00	\$0.00
	HEMLOCK		0.00	0.00	\$ 3.00	\$ 7.18	\$0.00	\$0.00
	WHOLE TREE CHIPS		354.00	0.00	\$ 1.25	\$ -	\$442.50	\$44.25
	HIGH GRADE SPRUCE		0.00	0.00	\$ 26.50	\$ -	\$0.00	\$0.00
	CORDWOOD		0.00	56.00	\$ -	\$ 11.00	\$616.00	\$61.60
							\$5,985.11	\$598.51

TOWN: Lee, NH
 COUNTY: Strafford
 OWNER: Leigh Estes Jerry
 OWNER:
 ADDRESS: 148 Tuttle Rd
 ADDRESS: Lee, NH 03861

INTENT FILED DURING TAX YEAR: April 1, 2015 to March 31, 2016

ACCOUNT & SERIAL #: 1
 MAP & LOT #: 21-05-0100
 OPERATION #: 15-255-06
 DATE OF BILLING: March 21, 2016

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE *	# BOARD FEET IN THOUSANDS			
WHITE PINE	\$110.00	\$160.00			\$50.00	0.50	\$ 135.00	32.025			
HEMLOCK	\$35.00	\$50.00			\$15.00	0.50	\$ 42.50	11.450			
RED PINE	\$40.00	\$50.00			\$10.00	0.50	\$ 45.00				
SPRUCE & FIR	\$75.00	\$110.00			\$35.00	0.50	\$ 92.50				
HARD MAPLE	\$160.00	\$325.00			\$165.00	0.50	\$ 242.50				
WHITE BIRCH	\$50.00	\$80.00			\$30.00	0.50	\$ 65.00				
YELLOW BIRCH	\$110.00	\$200.00			\$90.00	0.50	\$ 155.00				
OAK	\$190.00	\$375.00			\$185.00	0.50	\$ 282.50				
ASH	\$80.00	\$130.00			\$50.00	0.50	\$ 105.00				
BEECH/SOFT MAPLE	\$35.00	\$80.00			\$45.00	0.50	\$ 57.50				
PALLET/TIE LOGS	\$30.00	\$50.00			\$20.00	0.50	\$ 40.00	2.915			
Hickory	\$0.00				\$0.00	0.00	\$ -				
OTHERS:	\$0.00	\$0.00			\$0.00	0.00	\$ -				
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS *	STUMPAGE VALUE CORDS *	#TONS	#CORDS
SPRUCE & FIR	\$1.00	\$2.00	\$2.20	\$4.40	\$1.00	\$2.20	0.50	\$ 1.50	\$ 3.30		
HARDWOOD & ASPEN	\$3.00	\$6.00	\$7.75	\$15.00	\$3.00	\$7.25	0.50	\$ 4.50	\$ 11.38		
PINE	\$1.00	\$1.50	\$2.20	\$3.30	\$0.50	\$1.10	0.50	\$ 1.25	\$ 2.75		
HEMLOCK	\$2.00	\$4.00	\$4.75	\$9.60	\$2.00	\$4.85	0.50	\$ 3.00	\$ 7.18		
WHOLE TREE CHIPS	\$0.50	\$2.00	\$0.00	\$0.00	\$1.50	\$0.00	0.50	\$ 1.25	\$ -	354.000	
HIGH GRADE SPRUCE	\$23.00	\$30.00	\$0.00	\$0.00	\$7.00	\$0.00	0.50	\$ 26.50	\$ -		
CORD WOOD/FUELWOOD	\$0.00	\$0.00	\$8.00	\$14.00	\$0.00	\$6.00	0.50	\$ -	\$ 11.00		56.000

* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

REPORT OF WOOD OR TIMBER CUT

RSA 79:11

See instructions on back of form

OPERATION # 15-255-06-T

For Tax Year April 1, 2015 to March 31, 2016

Mailing Address:

WOODWARD TIMBER INC
H W WOODWARD
62 STAGE ROAD
NOTTINGHAM NH 03290-

1. City/Town of: LEE
2. Tax Map/Lot # or USFS sale name/unit #: M21 L05-0100
3. Exact Acreage of Cut: 8
4. Is the cutting complete? Yes No
5. If yes, date cutting was completed? 2/2016
6. Name of sawmill or pulpmill logs or pulpwood was sold to:

NAME A J Cameron's
NAME Pleasant & River Pine
NAME Even source
NAME _____
NAME _____

7. I hereby report the wood or timber cut under penalty of perjury.
(If a corporation, an officer must sign)
Leigh Ester Jerry 3/18/16
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER DATE

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER DATE

CORPORATE OFFICER NAME AND TITLE DATE

PRINT OWNER(S) NAME

Po Box 163
MAILING ADDRESS

Dover NH 03821-0163
CITY/TOWN STATE ZIP CODE

603 661 3146
TELE NO

8. Description of Wood or Timber Cut

SPECIES	EXACT SCALE CUT	
	USE INTERNATIONAL 1/4	RULE LOG SCALE
White Pine	<u>32.025</u>	MBF
Hemlock	<u>11.450</u>	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak		MBF
Ash		MBF
Beech & Soft Maple		MBF
Pallet or Tie Logs	<u>2.915</u>	MBF
Others (Specify)		MBF
PULPWOOD TONS OR CORDS		
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Whole Tree Chips	<u>354</u>	
MISCELLANEOUS:		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	<u>56</u>	Cords

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

Species:	Amount

10. Under penalty of perjury, I (the logger/forester or person responsible for cutting) declare that I have verified that the above figures are true and correct.

H W Woodward
SIGNATURE (IN INK) OF LOGGER/FORESTER RESPONSIBLE FOR CUTTING
DATE 3/5/16

PENALTY: Any person who fails to file a Report of Wood or Timber Cut with the proper assessing officials or fails to send copies to the Department of Revenue administration in accordance with RSA 79:11, shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a report or willfully falsifies a report, the assessing officials shall assess doamage which is two times what the tax would have been if the report has been properly filed. Refer to RSA 79:12 for the complete statute on doamage.

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

YR 15 - TOWN 255 - OP# 010 - T (Assigned by Municipality)

For Tax Year April 1, 2015 to March 31, 2016

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

8. Description of Wood or Timber To Be Cut

- City/Town of Lee
- Tax Map No./Lot or USFS sale name & unit #: 21-05-010
- Intent Type: Original Supplemental (Use mouse to click on Check Boxes) Original Operation # _____
- Name of road from which accessible: 148 Tu Hle Rd.
- a. Acreage of Lot: 11.3 Acreage of cut: 10
b. Anticipated start date: 7/2015
- Type of ownership (check only one):
a. Owner of Land and Stumpage (Joint Tenants)
b. Owner of Land and Stumpage (Tenants in Common)
c. Previous owner retaining deeded timber rights
d. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

Species	Estimated Amount To Be Cut	
White Pine	<u>30</u>	MBF
Hemlock	<u>10</u>	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak		MBF
Ash		MBF
Beech & Soft Maple		MBF
Pallet or Tie Logs	<u>7</u>	MBF
Other (Specify)		MBF
	Pulpwood	Tons
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Whole Tree Chips	<u>500</u>	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	<u>25</u>	Cords

REPORT OF CUT FORM / CERTIFICATE TO BE SENT TO:

OWNER OR BY MAIL OR
LOGGER/FORESTER E-MAIL

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

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

[Signature] 7/12/15
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

[Signature] _____
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

PRINT CORPORATE OFFICER NAME AND TITLE DATE

Leigh Jerry
PRINT OWNER(S) NAME

Po. Box 163
MAILING ADDRESS

Dover NH 03821
CITY/TOWN STATE ZIPCODE

PHONE 6036613146 E-MAIL Leigh.Estes@comcast.net

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.

AW Woodward 7/1/15
SIGNATURE OF PERSON RESPONSIBLE FOR CUTTING DATE

Woodward Timber Inc.
PRINT NAME

62 Stage Rd.
MAILING ADDRESS

Nottingham NH 03290
CITY/TOWN STATE ZIPCODE

PHONE 679-5029 E-MAIL _____

FOR ASSESSING OFFICIALS ONLY

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

Carolyn Jones 7/20/15 [Signature] 7/20/15
Signature (in ink) of Assessing Official Date Signature (in ink) of Assessing Official Date
[Signature] _____
Signature (in ink) of Assessing Official Date Signature (in ink) of Assessing Official Date

Average Stumpage Value List

Suggested for the **SOUTHERN** Region of N.H.

October 1, 2015 to March 31, 2016

Available at www.nh.gov/revenue

LOW VALUE: LARGE LOGGING COSTS, POOR ACCESIBILITY OR LOW GRADE TIMBER

HIGH VALUE: SMALL LOGGING COST, GOOD ACCESIBILITY, OR HIGH GRADE TIMBER

SAW LOGS	MBF LOW	MBF HIGH
White Pine	\$110.00	\$160.00
Hemlock	\$35.00	\$50.00
Red Pine	\$40.00	\$50.00
Spruce & Fir	\$75.00	\$110.00
Hard Maple	\$160.00	\$325.00
White Birch	\$50.00	\$80.00
Yellow Birch	\$110.00	\$200.00
Oak	\$190.00	\$375.00
Ash	\$80.00	\$130.00
Beech & Soft Maple	\$35.00	\$80.00
Pallet & Tie Logs	\$30.00	\$50.00

Stumpage values for species not listed are available from DRA @ (603) 230-5950

PULPWOOD	TONS	CORDS
	LOW-HIGH	LOW-HIGH
Spruce & Fir	\$1.00-\$2.00	\$2.20-\$4.40
Hardwood & Aspen	\$3.00-\$6.00	\$7.75-\$15.00
Pine	\$1.00-\$1.50	\$2.20-\$3.30
Hemlock	\$2.00-\$4.00	\$4.75-\$9.60
Fuel Chips	\$.50-\$2.00	
MISCELLANEOUS	TONS	CORDS
	LOW-HIGH	LOW-HIGH
High Grade Spruce	\$23.00-\$30.00	
Cordwood		\$8.00-\$14.00

Note: The assessing official shall use the average stumpage value list provided by the department of Revenue Administration, taking into consideration the location of the timber, the quality of the timber, the size of the sale and other factors necessary to harvest the wood or timber that affect the value of timber being cut.

Upon a claim of over assessment, the assessing official shall consider the stumpage price paid or conduct an inspection of the property and use the above stumpage value list.

This is only an **Average** stumpage value range list. The selectman/Assessor may go above or below.

Prepared by:



Jesse Bushaw, LPF

Department of Revenue Administration

This stumpage value forecast is compiled from a survey two weeks prior to printing.

Values may change during this period.

October 1, 2015



STATE OF NEW HAMPSHIRE
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
 DIVISION OF FORESTS AND LANDS
 172 Pembroke Road, Concord, New Hampshire 03301

603-271-2214
 FAX: 603-271-6488
 www.nhdf.org

RECEIVED
 MAR 14 2016
 TOWN OF LEE, NH
 SELECTMAN'S OFFICE

March 9, 2016

Peter Farrell
 PO Box 111
 Alton, NH 03809

Dear Mr. Farrell:

I have reviewed your request for a variance from the provisions of RSA 227-J:9 to remove more than 50 percent of the basal area along Approximately 800 feet of Snell road on the Kelley property in Lee, New Hampshire.

Based upon our onsite review on March 9, 2016 it is evident that portions of this red pine stand are currently in serious decline due to some form of fungal root infection. While there is no evidence of red pine scale infestation at this time the threat is imminent in southern New Hampshire and it has been the recommendation of our forest health office for land owners to remove red pine plantations on their property before they become infested. Based upon this information your request to remove all of the red pine trees in these areas is granted.

Additional permits may be required by other State or local agencies. In addition, RSA 227-J:10 requires that the slash from any harvesting or cutting activity cannot remain:

- i. In any stream, river, or brook which normally flows throughout the year or in any other standing body of water, public highway, or active railroad bed.
- ii. On the property of another, or in a cemetery.
- iii. Within 25 feet of land of another, or fourth order stream.
- iv. Within 50 feet of any great pond, any standing body of water 10 acres or more in area, public highway, or active railroad bed.
- v. Within 100 feet of any occupied structure as defined in RSA 635:1, III, including all barns, sheds, and other storage buildings, except a temporary lumber camp.
- vi. Disposal of slash and mill residue shall be in such manner that it is disposed of within the area between 50 feet and 150 feet of any great pond, standing body of water 10 acres or more in area, or public highway so it lies on the ground and no part of the slash or residue extends more than 4 feet above the ground.
- vii. If more than one of the limitations in paragraphs I-VI on the disposal of slash and mill residue shall be applicable, the most restrictive shall control.

If you have any questions, you can contact me or our local forest ranger through our Concord office at 271-2214.

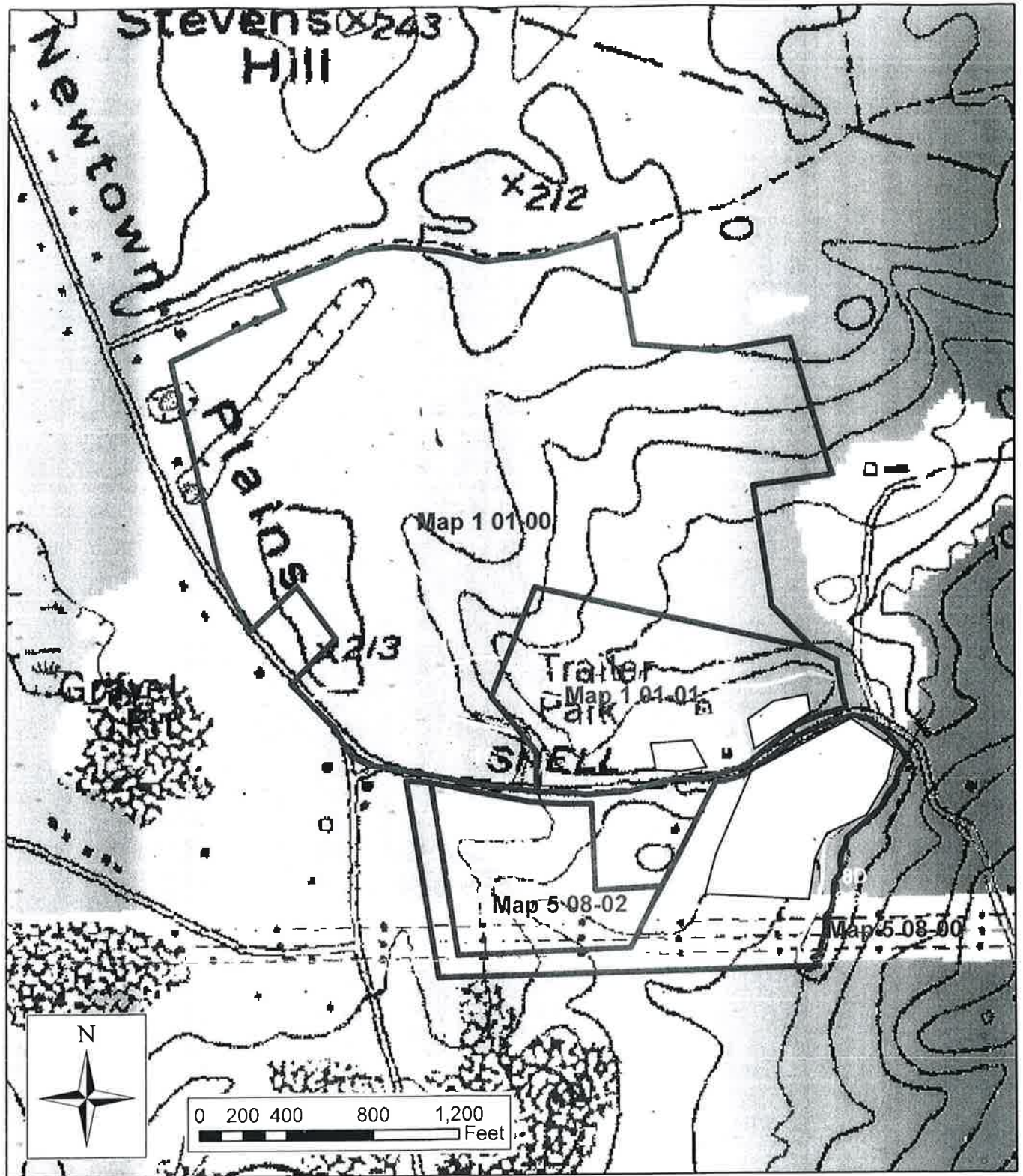
Sincerely,

William T. Guinn, Regional Forester
 Forest Management Bureau

Enclosure

cc: Lee Board of Selectmen and Conservation Commission
 Neil Bilodeau, Forest Ranger
 Jen Weimer, Forest Health Specialist





**Lands of
Edward J. & Mary A. Kelly
Lee, NH**

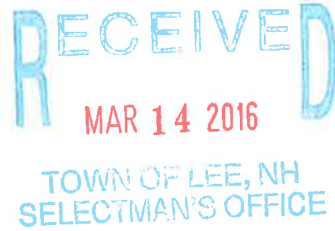
USGS Topographic Map



New England
Forestry Consultants, Inc.
www.neforesters.com

**Basal Area Variance Request
Total Area 8 Ac +/-**

Drawn by Peter Farrell NH LF #85
February 2016. From Lee Tax Maps.
This is not a survey.



March 9, 2016

Board of Selectmen
Town of Lee
7 Mast Road
Lee, NH 03824

Re: Programming Change

Dear Chairman and Members of the Board:

In keeping with our ongoing efforts to provide regular updates, I am writing to inform you that effective April 12, 2016, Al Jazeera America has announced that it will cease operations and its programming on channels 107 and 254.

Please be advised customers are receiving notification, in advance via bill message, of this information.

Should you have any questions, please do not hesitate to contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government & Regulatory Affairs