

SELECT BOARD MEETING AGENDA

DATE: Monday, December 18, 2017 at 6:30 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 – 6:30 pm**
2. **Public Comment**
3. **Sergeant LaLiberte – New Police Officer Introduction**
4. **Lou Grondin, Energy Committee – Solar Panels at Public Safety Complex**
Discuss placing solar panels on the Public Safety Complex; review ReVision Energy Power Purchase Agreement.
5. **Toby Van Aken, Transfer Station Manager – Open and Closed Containers**
Present the Select Board with 3 quotes for both an open and a closed container. Discuss the best option for the Town and make a recommendation.
6. **ABC FY19 Budget Recommendation**
7. **Selectman Scott Bugbee – Lee Church Congregational Property**
Advise the Select Board on his recent meeting with representatives from the Lee Church regarding the Town purchase of Church property.
8. **Julie Glover, Town Administrator**
 - a. *Surplus Truck Bids*
 - b. *Funding Source for TCVC expenses*
 - c. *Miscellaneous*
9. **Motion to accept the Consent Agenda as presented:**
 - a. *Primex Property and Loss CAP Agreement*
 - b. *Abatement*
 - c. *Carien LLC Tax Payment Late Fee Waiver*
 - d. *Pay in Lieu of Vacation Time*
 - e. *Public and Non Public Meeting Minutes from 12/04/2017*
 - f. *Manifest #12*
 - g. *Weeks Payroll Ending December 17, 2017*
10. **Motion to enter into Non-Public Session–NH RSA 91-A:3II (a) Personnel x3 - Roll Call Vote required**
11. **Motion to seal the Non-Public Session Minutes (if necessary.) Roll Call Vote required.**
12. **Miscellaneous/Unfinished Business**
13. **Adjournment**

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on December 15, 2017

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.

OATH OF OFFICE

To Jason M. Ruggiero of Strafford, New Hampshire in the County of Strafford,

WHEREAS, there is a vacancy in the office of the Lee Police Department in said town, 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 Jason M. Ruggiero, a Police Officer of said town; and upon your taking the oath of office, and having this appointment and a 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 another person shall be chosen and qualified in your stead.

Given under our hands this 14th day of December 2017

Selectmen of
Lee

I, Jason M. Ruggiero, do solemnly swear (affirm) that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Full-time Police Officer according to the best of my abilities, agreeably to the rules and regulations of the Constitution, the laws of the State of New Hampshire, and the ordinances of the Town of Lee, SO HELP ME GOD.

STATE OF NEW HAMPSHIRE
STRAFFORD SS,

Personally appeared the above named Jason M. Ruggiero who took and subscribed the foregoing oath.

Before me,

Robin Marie Estee Date 12/14, 2017
Justice of the Peace ROBIN MARIE ESTEE
Justice of the Peace - New Hampshire
Commission Expires August 14, 2018

Received and recorded.

Town Clerk



Leading Northern New England's Clean Energy Transition

October 24, 2017

Louis Grondin, Member Energy Committee
Town of Lee
20 George Bennett Road
Lee, NH 03861

Dear Lou Grondin,

We are grateful for the opportunity to provide the attached solar Power Purchase Agreement (PPA) proposal to the Town of Lee for a 59 kilowatt (kW) grid-tied solar electric array located on the rooftop of the Safety Complex. The project will generate an estimated 71,324 kilowatt hours (kWh) of clean solar energy per year, helping to reduce your energy costs and eliminate roughly 75,104 lbs. of greenhouse gas (CO₂) emissions annually.

Under the proposed PPA financial structure, there will be no upfront cost to the Town of Lee. Rather, ReVision will finance, build, own and operate the solar array on your property for a contract term of 6 to 20 years, with an option for two 5-year extensions. The Town of Lee will license the site to ReVision and will agree to purchase all electricity generated by the system. Or put another way, the Town of Lee will buy the electricity from the array, not the array itself.

After 6 years, the Town of Lee will then have an annual opportunity to compare the solar electricity price to the utility price, to look at its capital and borrowing opportunities, and to determine whether it is a better choice to keep buying solar electricity from ReVision, or to purchase and own the solar array itself. Once under Town of Lee ownership, there is no further payment to either the utility or to ReVision for the solar electricity delivered by the array.

The attached proposal compares the value of a solar PPA to an outright purchase, and explains the various electricity price options offered by ReVision so that the Town of Lee can select the option that best suits your needs. A solar PPA is a great way to lock in energy cost reductions for decades.

ReVision Energy deeply admires The Town of Lee's leadership in the effort to lower northern New England's carbon footprint and to reduce our reliance on fossil fuels. It is our hope that this project will both reward and aid you in those efforts. Please let us know if we can provide any additional information.

Sincerely,

Karen Cannizzaro
PPA Design Specialist, ReVision Energy

Solar PPA Proposal for the Town of Lee

By



A Division of ReVision Energy

October 24, 2017

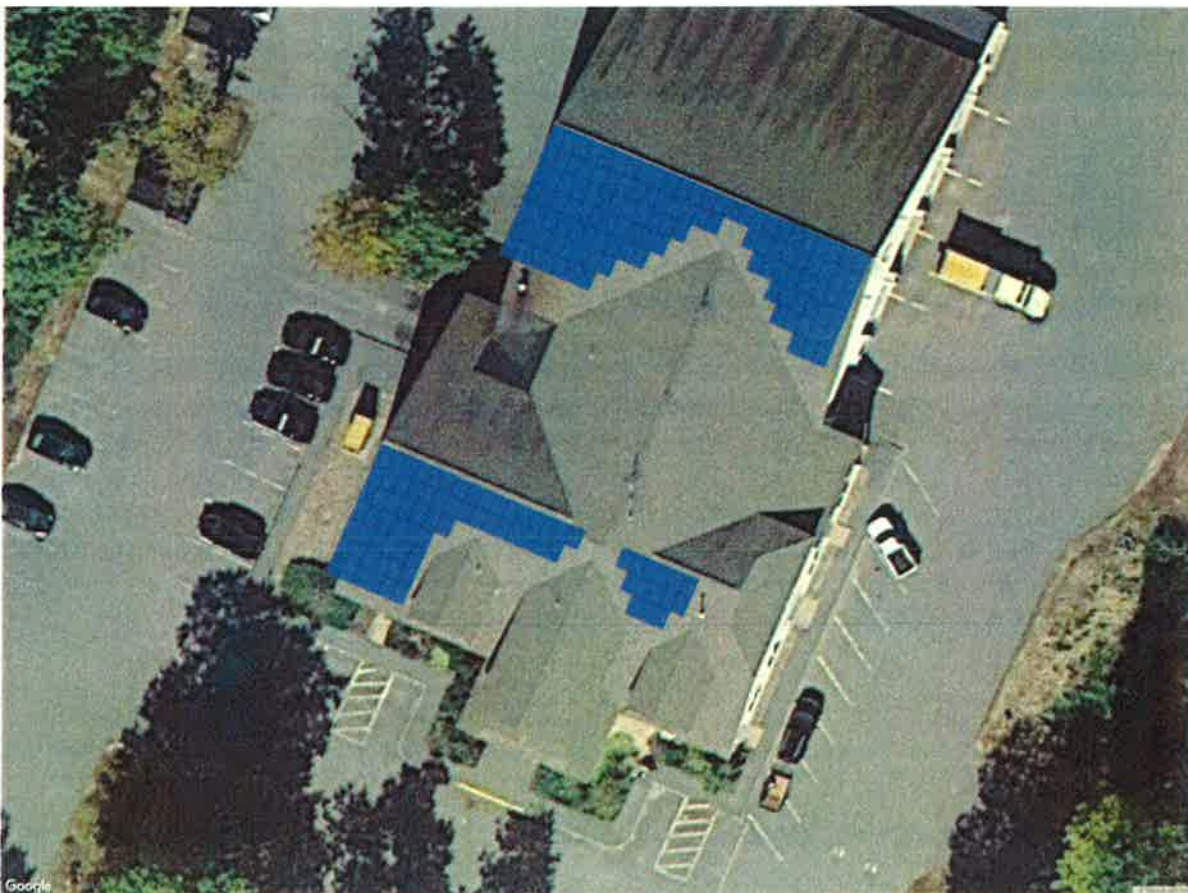


Figure 1: Engineer's rendering of proposed 59 kW Solar Array on the Town of Lee Safety Complex rooftop

SOLAR PPA PROPOSAL FOR THE TOWN OF LEE

Project Summary

Based on an analysis of your facilities and your current electricity usage, ReVision recommends a 59 kW grid-tied solar electric array located on the rooftop of the Town of Lee, Safety Complex, as depicted in the engineer's rendering shown in Figure 1.

The array will include approximately 194 Tier 1¹ solar panels, 4 inverters, a smart meter and real-time monitoring via the internet. The project will generate an estimated 71,324 kWh of clean solar electricity per year, helping to reduce the Host's energy costs and eliminating roughly 75,104 lbs. of CO2 emissions annually.

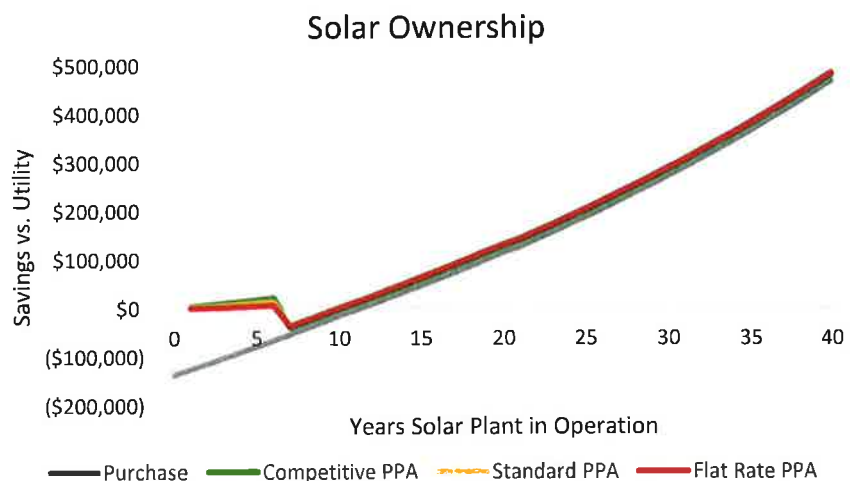
Solar electricity production by every panel is warranted by the manufacturer for 25 years, and the warranty life is considered to be the halfway point in the actual lifetime of the equipment. With no maintenance other than a possible low-cost inverter replacement after 20 years, solar systems can have a productive and trouble-free commercial life of 40 years or longer.

Zero Up Front Cost

Under the proposed Solar Power Purchase Agreement (PPA) financial structure, there will be no upfront cost to the Host for this \$136,537 project. Rather, ReVision will finance, build, own and operate the solar array on your property for a contract term of 6 to 20 years, with an option for either an early purchase after 6 years, or for a longer term PPA with two 5-year extensions. The Host will purchase all solar electricity generated by the system under one of the three PPA rate schedule options listed on page 2.

A PPA is the Most Cost Effective Way to Buy Solar Electricity

Using PPA financing enables the project to benefit from federal solar tax credits, which can substantially reduce overall costs for the Host. After 6 years (the tax credit recapture period), the Host will have the option to buy out the PPA at a fraction of the project's original cost. There is no obligation to buy, but generally, the earlier the Host exercises its option, the larger the lifetime project savings. As shown in the accompanying graph, all of the PPA rate options results in a significantly more favorable cash flow position to the Host when compared to a turnkey purchase on day one.



Electricity Price Options under a Solar PPA

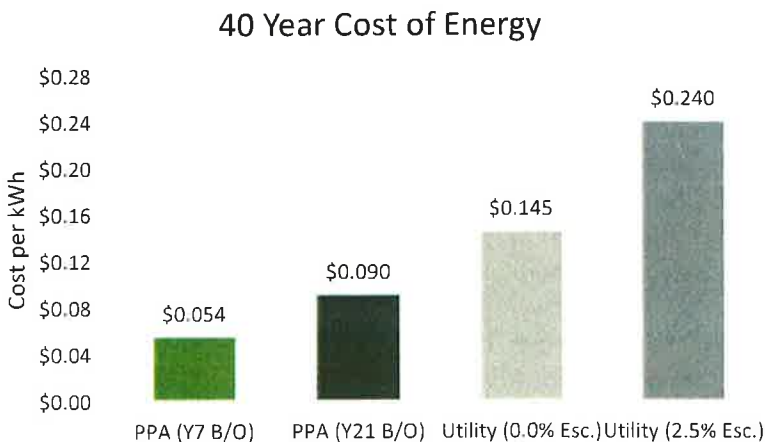
The Host can choose the electricity price schedule that best suits its goals. ReVision designs these schedules so that all systems in New Hampshire of similar size and construction will have similar pricing. Our mission in offering solar PPAs is to make solar electricity as convenient and easy to understand as grid electricity – only with less pollution and uncertainty about future prices, for guaranteed savings over the lifetime of the equipment!

	Y1-2 PPA Price (\$/kWh)	Annual PPA Price Increase, After Y2	Y7 PPA Price Increase (\$/kWh)	Estimated Buyout Year 7 ⁱⁱ
Competitive	\$0.0990	2.0%	\$0.040	\$75,095
Standard	\$0.1190	2.0%	\$0.000	\$61,442
Flat Rate	\$0.1390	0.0%	\$0.000	\$54,615

- **Competitive Rate** – This price schedule offers the lowest rate for solar electricity in the first 6 years, and then has a scheduled increase at the start of the seventh year. It is the best option for a Host whose goal is to lock in a solar price comparable to utility costs, and which is most likely to raise funds through donation or low cost debt to purchase the project in the seventh year.
- **Standard Rate** – This price schedule may start higher than the utility price, but will escalate slower than historical utility rates (3.7% per yearⁱⁱⁱ) as well as projected future utility rates (2.5% per year^{iv}). This price is a good choice for Hosts with the goal of purchasing the solar electricity for the entire 20 years of the PPA contract.
- **Flat Rate** – This rate locks in a single electricity price for 20 years, giving constant annual electricity cost (current dollars) and offering a predictable and consistent budget over the lifetime of the PPA. In periods of inflation, the real cost of electricity under this price schedule actually declines. This rate also offers the lowest year 7 buyout option, should the Host find itself in a position to proceed to ownership.

Solar Has the Lowest Lifecycle Energy Cost

The ReVision Solar PPA offers the lowest-cost pathway to solar electricity for governments and non-profits with zero upfront cost and is the best way to lock in low electricity prices. The solar PPA for 6 years, followed by a buyout, provides greatest electricity savings versus the utility. If a buyout in year 7 is not feasible, taking the PPA contract to its 20 year term will lock in an electricity price that is still significantly lower than expected utility prices over the system lifetime, including conservatively assuming that a full inverter replacement will be required in the twentieth year.



A Solar PPA is a contract between the Town of Lee and ReVision, with both parties having responsibilities under that agreement. Here is a brief summary –

Host:

- Lease or license the space required for the solar installation to ReVision for \$1/year;
- Purchase all the solar electricity generated according to the price schedule chosen;
- Obtain a net metering agreement with the utility (ReVision will arrange);
- Add an insurance liability rider to its regular coverage to cover the solar facility.

ReVision:

- Build, own and operate the solar system for the duration of the PPA contract, either 20, 25, or 30 years, or until the Host exercises its buyout option;
- Register the system with ISO-New England in order to sell the Renewable Energy Credits and help pay for the investment;
- Maintain the system while under ReVision ownership (no maintenance costs to Host);
- Fully insure the system (both property and liability).

To initiate the process, the Host will select the pricing option that best suits its goals. ReVision will then provide a draft PPA contract to be reviewed by Host officials and legal counsel. Once the PPA contract is finalized and signed, ReVision will complete permitting with the local and State authorities, and will file the interconnection application with the utility. Then ReVision will purchase the equipment and schedule the installation. Our usual timing from PPA signature to project completion is 90 days.

About ReVision Energy & Our Mission

Since 2003, ReVision Energy has installed more than 5,000 solar energy systems in Maine and New Hampshire. To ensure maximum performance and longevity in our harsh climate, each system is designed by ReVision engineers from Brown, Dartmouth, MIT, UMaine and UNH and installed by our in-house team of licensed, professional solar technicians. The company mission is to lead the region's transition from a fossil fuel based economy to a sustainable, renewable energy based economy. Our solar energy solutions provide our partners with a viable, long-term plan for responsible energy consumption and recurring savings with zero up front capital costs. Today northern New England has the highest per capita carbon pollution on the east coast—every solution we provide at ReVision Energy is laser-focused on reducing greenhouse gas emissions and ensuring a sustainable future for generations to come.

ⁱ http://about.bnef.com/content/uploads/sites/4/2012/12/bnef_2012-12-03_PVModuleTiering.pdf

ⁱⁱ Pursuant to IRS rules, future buyout estimates may be expressed as an amount equal to the greater of Fair Market Value or a schedule of values. See IRS Publication 561: <https://www.irs.gov/publications/p561/ar02.html#d0e139>

ⁱⁱⁱ US Energy Information Administration, July 13, 2016. http://www.eia.gov/electricity/data/state/avgprice_annual.xls

^{iv} US Energy Information Administration, Annual Energy Outlook 2015, "Table 8. Electricity Supply, Disposition, Prices & Emissions", April 14, 2015. http://www.eia.gov/forecasts/aeo/tables_ref.cfm

Appendix A: PPA Rate Schedule & Savings

Year	Annual Generation (kWh)	Utility \$/kWh	Competitive PPA		Standard PPA		Flat Rate PPA	
			\$/kWh	Cumulative Savings w/ Y7 Buyout	\$/kWh	Cumulative Savings w/ Y7 Buyout	\$/kWh	Cumulative Savings w/ Y7 Buyout
1	71,324	\$0.1445	\$0.0990	\$3,245	\$0.1190	\$1,819	\$0.1390	\$392
2	70,967	\$0.1481	\$0.0990	\$6,731	\$0.1190	\$3,885	\$0.1390	\$1,039
3	70,613	\$0.1518	\$0.1010	\$10,320	\$0.1214	\$6,034	\$0.1390	\$1,944
4	70,259	\$0.1556	\$0.1030	\$14,017	\$0.1238	\$8,268	\$0.1390	\$3,111
5	69,908	\$0.1595	\$0.1051	\$17,823	\$0.1263	\$10,591	\$0.1390	\$4,544
6	69,559	\$0.1635	\$0.1072	\$21,741	\$0.1288	\$13,003	\$0.1390	\$6,248
7	69,211	\$0.1676	\$0.1493	(\$41,117)	\$0.1314	(\$36,201)	\$0.1390	(\$36,130)
8	68,865	\$0.1718	\$0.1523	(\$28,732)	\$0.1340	(\$23,817)	\$0.1390	(\$23,745)
9	68,520	\$0.1761	\$0.1553	(\$16,192)	\$0.1367	(\$11,276)	\$0.1390	(\$11,204)
10	68,178	\$0.1805	\$0.1584	(\$3,486)	\$0.1394	\$1,430	\$0.1390	\$1,502
11	67,837	\$0.1850	\$0.1616	\$8,375	\$0.1422	\$13,291	\$0.1390	\$13,363
12	67,498	\$0.1896	\$0.1648	\$20,486	\$0.1451	\$25,402	\$0.1390	\$25,473
13	67,160	\$0.1943	\$0.1681	\$32,851	\$0.1480	\$37,767	\$0.1390	\$37,838
14	66,825	\$0.1992	\$0.1715	\$45,475	\$0.1509	\$50,391	\$0.1390	\$50,463
15	66,490	\$0.2042	\$0.1749	\$58,364	\$0.1539	\$63,280	\$0.1390	\$63,352
16	66,158	\$0.2093	\$0.1784	\$71,523	\$0.1570	\$76,439	\$0.1390	\$76,511
17	65,827	\$0.2145	\$0.1820	\$84,957	\$0.1602	\$89,873	\$0.1390	\$89,945
18	65,498	\$0.2199	\$0.1856	\$98,672	\$0.1634	\$103,588	\$0.1390	\$103,659
19	65,171	\$0.2254	\$0.1894	\$112,673	\$0.1666	\$117,589	\$0.1390	\$117,660
20	64,845	\$0.2310	\$0.1931	\$126,965	\$0.1700	\$131,881	\$0.1390	\$131,953
21	64,520	\$0.2368	\$0.1970	\$138,006	\$0.1734	\$142,922	\$0.1390	\$142,993
22	64,198	\$0.2427	\$0.2009	\$152,900	\$0.1768	\$157,816	\$0.1390	\$157,887
23	63,877	\$0.2488	\$0.2050	\$168,104	\$0.1804	\$173,019	\$0.1390	\$173,091
24	63,557	\$0.2550	\$0.2091	\$183,623	\$0.1840	\$188,539	\$0.1390	\$188,611
25	63,240	\$0.2614	\$0.2132	\$199,465	\$0.1877	\$204,381	\$0.1390	\$204,452
26	62,923	\$0.2679	\$0.2175	\$215,635	\$0.1914	\$220,551	\$0.1390	\$220,623
27	62,609	\$0.2746	\$0.2219	\$232,140	\$0.1952	\$237,056	\$0.1390	\$237,128
28	62,296	\$0.2815	\$0.2263	\$248,987	\$0.1991	\$253,903	\$0.1390	\$253,975
29	61,984	\$0.2885	\$0.2308	\$266,183	\$0.2031	\$271,098	\$0.1390	\$271,170
30	61,674	\$0.2957	\$0.2354	\$283,733	\$0.2072	\$288,649	\$0.1390	\$288,721
31	61,366	\$0.3031	\$0.2401	\$301,647	\$0.2113	\$306,563	\$0.1390	\$306,634
32	61,059	\$0.3107	\$0.2449	\$319,930	\$0.2156	\$324,845	\$0.1390	\$324,917
33	60,754	\$0.3184	\$0.2498	\$338,590	\$0.2199	\$343,505	\$0.1390	\$343,577
34	60,450	\$0.3264	\$0.2548	\$357,634	\$0.2243	\$362,550	\$0.1390	\$362,622
35	60,148	\$0.3346	\$0.2599	\$377,071	\$0.2287	\$381,987	\$0.1390	\$382,058
36	59,847	\$0.3429	\$0.2651	\$396,907	\$0.2333	\$401,823	\$0.1390	\$401,895
37	59,548	\$0.3515	\$0.2704	\$417,152	\$0.2380	\$422,068	\$0.1390	\$422,139
38	59,250	\$0.3603	\$0.2759	\$437,812	\$0.2427	\$442,728	\$0.1390	\$442,800
39	58,954	\$0.3693	\$0.2814	\$458,897	\$0.2476	\$463,813	\$0.1390	\$463,885
40	58,659	\$0.3785	\$0.2870	\$480,415	\$0.2526	\$485,330	\$0.1390	\$485,402



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Solar Power Purchase Agreement Frequently Asked Questions

What is a Power Purchase Agreement? The PPA financing model is a "third-party" ownership model, which requires a separate, taxable entity ("system owner") to procure, install and operate the solar PV system on a consumer's premises (i.e., the school, town, etc). The consumer enters into a long-term contract (typically referred to as the PPA) to purchase 100% of the electricity generated by the system from the system owner. The system owner is often a third-party investor ("tax investor") who provides investment capital to the project in return for tax benefits. In addition to receiving revenues from electricity sales, they can also benefit from federal tax incentives. Without the PPA structure, the school, town, or non profit could not benefit from these federal incentives due to its tax-exempt status. For more information on Power Purchase Agreements, please visit NREL's Power Purchase Agreement Checklist¹

How long is the contract? What happens at the end of the contract term? Standard PPA contracts are for twenty years with the option for up to two five-year extensions at the end of the contract term. If, at the end of the contract term, the host and owner choose not to renew, the host may choose to purchase the solar project from the owner at its Fair Market Value, or the system can be removed from the host's property at the owner's expense.

How does the buyout work? Beginning on day one of year 7, the host will have the annual opportunity to purchase the solar project from the owner at its Fair Market Value. The future buyout cannot be set at a fixed price in the PPA contract, and thus it is typically set at the greater of a fair market value and a fixed pricing schedule which estimates the FMV according to a standard formula. If the buyout price were fixed in the contract, the IRS would deem the contract a lease and the tax benefits to the owner would be subject to recapture.

What is fair market value? Fair market value (FMV) is the price that property would sell for on the open market. It is the price that would be agreed on between a willing buyer and a willing seller, with neither being required to act, and both having reasonable knowledge of the relevant facts. In making and supporting the valuation of property, all factors affecting value are relevant and must be considered. These include: the cost or selling price of the item, sales of comparable properties, replacement cost, and opinions of experts. Typically PPA owners use the income method for determining FMV of a solar project, meaning that FMV is estimated as a calculation of projected future revenue streams expected from the solar project. For more information on how fair market value of property is determined, please see IRS Publication 561² or SEIA's Valuation of Solar Generating Assets³

What is a Renewable Energy Certificate (REC)? A REC represents the property rights to the environmental, social, and other nonpower qualities of renewable electricity generation. A REC, and its associated attributes and benefits, can be sold separately from the underlying physical electricity associated with a renewable-based generation source. For more information, visit the EPA's REC website⁴

Who owns the RECs in a PPA? RECs accrue to the owner of the solar project. During the term of the PPA, the RECs are not owned by the PPA host. However, the host can negotiate the purchase of RECs generated by the solar project from the PPA owner. If the host chooses to buy the project from the owner, the rights to the RECs transfer to the host along with the ownership rights to the solar project.

How does net metering work with the PPA? By signing the PPA, the host agrees to purchase 100% of solar generation at the point where the solar equipment connects to the host's existing electrical service. This means that the host, and not the PPA provider, holds the net metering or net energy billing contract with the utility. Electricity generated by the solar project and purchased by the host will first go to serve on-site load. Should solar generation exceed on-site load, excess generation will be net metered by the utility and credited to the host account either in the form of kWh credits, or dollars, depending on the applicable State rules. If kwh credits, these will then be used at times when on-site

¹NREL Power Purchase Agreement Checklist: <http://www.nrel.gov/docs/fy10osti/46668.pdf>

² IRS Publication 561, Fair Market Value: <https://www.irs.gov/publications/p561/ar02.html#d0e139>.

³ SEIA Valuation of Solar Generating Assets: <http://www.seia.org/research-resources/valuation-solar-generation-assets>

⁴ EPA REC Website: <http://www3.epa.gov/greenpower/gpmarket/rec.htm>

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7 Commercial Drive
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load exceeds solar generation. Typically kwh credits not consumed within 12-months of generation will expire and the host will not be credited for such generation.

How does group net metering work with a PPA? In some cases, annual solar generation at a site will exceed annual load at the host meter. In such cases, ReVision will work with the host to determine additional meters with load sufficient to offset additional kWh credits produced at the host meter. For project in ME, the kWh credits will be transferred between such meters and reduce the number of kWhs purchased from the utility by the host. For projects in NH, all kWh credits generated and not consumed in the same billing cycle will be credited in the form of a monthly check to the owner of the host meter in the amount of the number of kWh credits remaining at the end of the billing cycle times the retail electricity rate of the host meter.

How does billing work? The PPA project owner will monitor and bill periodically for solar generation. Typically, these bills will be quarterly, but some may choose to bill monthly or annually instead. The PPA host agrees to purchase 100% of solar generation at the "Point of Delivery" which is typically defined as just prior to the solar generation entering the host's existing electrical service. Depending on the host load at the time of sale, solar generation will either be used instantly on-site to serve existing load, or will be pushed back on the grid and credited to the host to be used at a time when host load exceeds solar generation. You should still expect to receive a monthly bill from your utility. The bill from your utility will include all supplemental electricity used in addition to solar generation and will also track solar kWh credits that are pushed back onto the grid and worked down when on-site load exceeds solar generation.

What are expected insurance costs and which parties are responsible? During the term of the PPA, the PPA owner is responsible for property and general liability (GL insurance). The PPA host will be asked to add the solar project as a rider to its existing GL coverage. There is no cost to the PPA host. However once the host obtains ownership via a buyout, it will be responsible for property insurance. Our insurance company provides a property insurance policy at an average cost of \$3.10 per \$1,000 cost of construction.

What are expected Operations and Maintenance (O&M) costs and which parties are responsible? During the term of the PPA, the PPA owner is responsible for all O&M costs. Once the PPA host obtains ownership of the solar project, it becomes responsible for all O&M expenses. However, one major benefit of solar photovoltaic (PV) systems is that they are virtually free of O&M costs. We do suggest since we expect the PV panels to last for upward of 40 years that the host plan on replacing the inverters sometime around year 20. The expected cost is projected to be around \$0.10/watt of DC system capacity.

What happens if utility rates rise or fall? Typical PPA terms include a fixed 20-year rate schedule with an annual rate escalator. Our PPA proposals compare the proposed 20-year PPA rate schedule to the Energy Information Administration's (EIA) projected annual utility rates over the next 20 years in order to predict savings through a solar PPA versus continuing to purchase electricity from the utility. If utility rates rise faster than EIA projections, the solar PPA will save more than our proposal predicts. If utility rates rise slower than EIA projections, the solar PPA will save less than our proposal predicts.

Do you use 'American-made' components? We use only Bloomberg New-Energy Finance Tier 1⁵ PV panels, which may be produced in many countries throughout the world. Solar is now a global market, with manufacturers operating simultaneously in multiple countries, and with panels assembled from components also produced worldwide. The descriptor 'American-made' carries little meaning in this global environment; the most commonly used 'American' solar panel, Solar World, is a German parent company and its product sheets self-identify as 'Assembled in America from Imported Components'. We can source these 'American-made' solar panels for any project if desired. Our preference is to accept the global Bloomberg standard of quality and warranty protection, and benefit from the competitive price advantage of purchasing in the global market, rather than pay the premium attached to the 'American-made' standard. Higher materials costs translate into higher PPA rates to the host; we only make this choice at the request of the host. Our other major components, namely inverters, mounting equipment and balance of systems components, are often

⁵ Bloomberg New Energy Finance Tier 1 Solar PV Panels: http://about.bnef.com/content/uploads/sites/4/2012/12/bnef_2012-12-03_PVModuleTiering.pdf

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fully manufactured in America, as these companies have full capabilities in the US and not just final assembly. We firmly encourage the US to seize the opportunity of fully manufacturing solar panels within our borders – we have all the raw materials and components needed (aluminum, glass, silicon, copper, etc), in fact we produce silicon solar cells that are then shipped overseas to be assembled into panels that are then shipped back to us. Repurposing American manufacturing into solar panels would position us to compete on the world market in this fast growing industry, providing employment opportunities to thousands currently displaced by our declining manufacturing sector.

Do we need a fence for ground-mounted systems? Requirements of the National Electrical Code for the physical protection of wiring components for ground-mounted systems are applied by the authority having jurisdiction (AHJ) or the local Code Enforcement Officer (CEO). The Code can be met either by fencing, or by protective materials applied to the backs of the solar panels. Our preference in many cases is to provide physical protection materials as a more cost effective option to fencing. Our operations team will work with the host to determine what form of protection best suits the site.

What happens if the system goes down? The PPA owner monitors system generation online at all times and will identify immediately if the system experiences any downtime. As soon as a generation issue is diagnosed, the PPA owner will deploy resources to return the system to full operation as quickly as possible. Since the PPA is an agreement that the host purchase all power generated by the solar project, any system downtime will only result in the host purchasing less power from the solar project, and more power from the utility.

What happens if the system under produces? Our production estimates are engineered by Helioscope, an industry leading PV generation estimating tool created by Folsom Labs⁶; our in-house engineering has mapped data from operating systems around the region so that we are accurately capturing such phenomena as snow coverage in the Helioscope estimates; so we expect our generation estimates to be quite accurate. There will be yearly variation around the estimated normal, within the range of +/- 10%. Because the PPA is an agreement that the host purchase all power generated by the solar project, under production in any year will only result in the host purchasing less power from the solar project and more power from the utility, generally offset by overproduction in a subsequent year, and over the life of the PPA contract, there will be negligible economic impact. There is an added cost if the host requires a performance guarantee, which is available at the industry standard of 90% of estimated production. Because solar arrays have very infrequent O&M, the likelihood of significant downtime is extremely low; performance guarantees are therefore not typically worth paying for in solar PPA projects.

Do we need to clean the panels to prevent soiling or remove snow from them? Our Helioscope generation estimates take into consideration local weather conditions, including average annual snowfall and frequency of precipitation, which naturally cleans the panels. Therefore we do not recommend that solar panels be cleaned or cleared of snow, as our expectations of electricity generation are based on no action by the host, and in some instances any attempt to clean the panels may be physically unsafe.

Does the solar project void the existing roof warranty? Typically no. Most of our solar projects are installed on asphalt shingle roofs, standing-seam metal roofs or EPDM flat roofs. Our penetrations do not cause leaks, as they are properly weather-sealed. Installations on standing-seam metal roofs do not include roof-penetrations as the racking is clipped to the seams. Installations on EPDM flat roofs typically do not include penetrations, as the panels are ballast to the roof. Our operations staff will reach out to roofing manufacturers in cases where there is any question regarding roof warranty to ensure that there is no negative impact of the solar installation.

What happens if our organization goes out of business? If the host organization goes out of business, the PPA owner will first attempt to continue the PPA with whomever takes over ownership of the building, or replaces the off-taker load. If the PPA cannot be transferred to a new entity, the PPA owner will repossess the equipment so that it can be installed and made operational at an alternative location or re-sold.

⁶ Folsom Labs: <http://www.folsomlabs.com/>

91 West Main Street
Liberty, ME 04949

(207) 589-4171

142 Presumpscot Street
Portland, ME 04103

(207) 221-6342

14 Dixon Ave
Concord, NH 03301

(603) 415-0151

7 Commercial Drive
Exeter, NH 03833

(603) 679-1777

Atlantic Recycling Equipment, LLC

Refuse Equipment Sales and Service

PO Box 609

Rollinsford, NH 03869

Phone: 603-749-2414 Fax: 603-749-2421

WWW.ATLANTICRECYCLINGEQUIPMENT.COM

Quotation

Date 12/11/2017

Quotation # 462

Quotation Valid until: 1/10/2018

Prepared by: JO

Submitted To:	
Town of Lee 7 Mast Rd. Lee, NH 03861	
Notes	50yd. O/T Container

Project	
Transfer Station 11 Recycling Center Rd Lee, NH	
Terms	Net 30

Qty	Item	Description	Rate	Total
1	Container	New Wastequip 50yd. - 24' long, 91" side height, Rectangular Open Top Roll Off Container, 88" inside width, 1/4" Floor, 2" x 6" x 1/4" Main rails, 10 gauge sides, door & bulkhead, 3/16" Top Tube, door frame & inserts, Floor channel on 16" centerlines, Four (4) wheels, Camlock style door latch system, tarp rails. Painted Dark Green.	6,150.00	6,150.00
1	Freight	Freight charges to Lee, NH.	400.00	400.00
		Sales Tax	0.00%	0.00
Total				\$6,550.00

THESE PRICES DO NOT INCLUDE ANY APPLICABLE TAXES.

Payment Terms: 30 DAYS

Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge to this quotation. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry all necessary insurance coverage. Our employees are fully covered by workers compensation insurance.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Acceptance:

The above quoted pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the job.

Authorized

Signature: _____

Date: _____

Please email signed quote to admin@arenh.com or fax to 603-749-2421

THANK YOU FOR YOUR BUSINESS!

A/J EQUIPMENT REPAIR, INC.
 490 Centre Avenue
 ABINGTON, MASSACHUSETTS 02351

(781) 871-3358 FAX (781) 878-9204
 800-354-5623
 www.ajequipmentrepair.com

PACKING LIST

118139

INVOICE DATE 12-8-17	SALESPERSON TL
SHIP TO TOWN OF LEBES	
LEBES, NH.	

TO

QUOTES

YOUR ORDER NO.	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS	QTY. ORDERED	B/O	QTY. SHIPPED	DESCRIPTION	UNIT PRICE	TOTAL
1				30 DAY				AJ 45 YARD, 22' LONG OPEN AJ TOP RECTANGULAR CONTAINER AJ H-D SPEC. (91" SIDES)	5,900.00	
1								AJ 45 YARD, 24' LONG OPEN AJ TOP RECTANGULAR CONTAINER AJ H-D SPEC. (84" SIDES)	6,100.00	
1								AJ 50 YARD, 24' LONG OPEN AJ TOP RECTANGULAR CONTAINER AJ H-D SPEC. (91" SIDES)	6,300.00	
								AJ * H-D SPEC. SIDE AJ 1/4" FLUOR AND RAIL, H-WHEEL AJ 10 1/2" SIDES, 16" ON CENTER ENDS MEMBRAN AJ 3/16" TOP TUBES, ROD FRAME AND INSERT		
								INCOMING FREIGHT OR UPS		850.00
								TAX		
								SHIPPING		
								TOTAL		

\$7150
TOTAL

A service charge of 1 1/2% per month will be added to Invoices not paid within 30 days.

Thank You



EAST COAST

CONTAINERS

MANUFACTURER OF WASTE HANDLING EQUIPMENT

211 Brookside Road
Waterbury, CT 06708

Phone: 203-597-8833

Fax: 203-597-8865

Todd's Fax: 860-783-5511

Today's Date

8/23/2017

SALES QUOTATION

To:	Town of Lee NH Transfer Station 11 Recycling Center Road Lee, NH 03861	Ship to	
Contact	Toby Van Aken	Contact	
Phone	603-659-2239	Phone	
Fax		Fax	
Cell		Cell	
Email	tvanaken@leenh.org	Email	
Rep	Date Quoted	Est. Production	Term s
TLM		8 weeks	COD
			Customer PO#
			Freight terms

Prod #	QTY	PRODUCT DESCRIPTION	Qty/ Truck	UNIT \$	EXTENDED \$
		50YD Open Top Roll-off - Rectangle - 24FT		\$ 6,500.00	\$ -
		Roll-Off Open Tops - Rectangle			\$ -
		12ga sides & bulkhead, 3"x9" 12ga 4-way bend side posts, 3"x4" 11ga top rail, 3"x8" 3/16" formed hinge post,			\$ -
		Ladder on tailgate & one on LF & RT sides,			\$ -
					\$ -
		50YD Open Top Roll-off - Rectangle - 24FT		\$ 7,500.00	\$ -
		Upgrade to HD Skid: 1/4MR, 1/4"FL, 12" o/c CM			\$ -
					\$ -
		50YD Open Top Roll-off - Rectangle - 24FT		\$ 8,700.00	\$ -
		Upgrade to HD Skid: 1/4MR, 1/4"FL, 12" o/c CM			\$ -
		Upgrade to HD Side Pkg: 10ga sides & side posts & 3"x4" 1/4 Top Rail			\$ -
					\$ -
		50YD Open Top Roll-off - Rectangle - 24FT		\$ 9,400.00	\$ -
		Upgrade to HD Skid: 1/4MR, 1/4"FL, 12" o/c CM			\$ -
		Upgrade to HD Side Pkg: 7ga sides & side posts & 3"x4" 1/4 Top Rail			\$ -
					\$ -
		Customer Note:			\$ -
		Pricing includes delivery with full loads ordered			\$ -
					\$ -
EQUIPMENT COLOR					\$ -

FINANCING AVAILABLE UPON REQUEST

I can give you a list of several equipment financing companies that offer different options for companies, individuals & municipalities. Customer chooses who they wish to work with.

ORDER ACKNOWLEDGEMENT		Sub-total	\$ -
		Freight Rate	
AUTHORIZED SIGNATURE	Date	Tax	\$ -
		Grant Total	\$ -
PRINTED NAME	SECURITY DEPOSIT		\$ -

Please Review the order. To place an order please sign & fax back 860-783-5511.

All orders not final until the plant accepts them

All order in the state of CT or pickup in the state of CT must pay sales tax, unless a valid tax exempt form is provided

All custom containers require a deposit, deposit is not returnable after steel has been cut

Atlantic Recycling Equipment, LLC Quotation

Refuse Equipment Sales and Service

P.O. Box 609
 Rollinsford, NH 03869
 Phone 603.749 2414 Fax 603.749 2421

DATE 9/4/2017
 Quotation #
 Customer ID

Submitted To:

Name Toby Vanaken
 Company Town of Lee
 Address 7 Mast Road
 City, State ZIP Lee, NH 03824
 Phone 603 659 2239

Quotation valid until: 45 days

Prepared by: JIM O'REGAN

Print #:

Comments or Special Instructions:

Description	AMOUNT
Please find a quote to the following: 1- one 45CT24HDOCT 24' Long Heavy Duty Octagon compaction container 1/4" floor and main rails 7 gauge body and roof, Floor channel on 12" centerlines, 1/4" door tubing and door opening, Belly band 1/3 of the way from door to bulkhead, Four wheels, Cam door latch. Color to be Green.	\$8,600.00
1-one 50CT24HD 24' Long Heavy Duty Rectangular container 1/4" floor and main rails, 10 gauge body and roof, Floor channel on 12" centerlines, 1/4" door tubing and door opening, 3" x 5" x10 gaugeside post four way bend on 16" centerlines the rest (this adds two additional side and roof at rear of container) Four wheels, Camlock door latch. Color to be Green.	\$9,300.00
Ship on Truckload to Lee, NH customer is only buying one container either octagon or rectangular container Freight for one container	\$400.00
THESE PRICES DO NOT INCLUDE ANY APPLICABLE TAXES.	
TOTAL	\$18,300.00

Payment Terms: 30 DAYS

Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge to this estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry all necessary insurance coverage. Our employees are fully covered by workers compensation insurance.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Acceptance:

The above quoted pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the job.

Authorized Signature: _____

Date: _____

THANK YOU FOR YOUR BUSINESS!



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

Office Use Only

Meeting Date: 12-18-2017

Agenda Item No. 5

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
12/18/2017

Agenda Item Title: Open and Closed Containers

Requested By: Toby Van Aken

Date: 12/14/2017

Contact Information: tvanaken@leenh.org

Presented By: Toby Van Aken, Transfer Station Manager

Description: Present the Select Board with 3 quotes for both an open and a closed container. Discuss the best option for the Town and make a recommendation to the Board as to which vendor(s) to choose.

Financial Details: \$6,500 - \$9,100. Transfer Station Equipment CRF Balance \$126,344.96

Legal Authority NH RSA 41:8

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

REQUESTED ACTION OR RECOMMENDATIONS:

Move to grant the Transfer Station Manager permission to enter into a contract with _____ to purchase an open container at a cost of _____ and permission to enter into a contract with _____ to purchase a closed container at a cost of _____. Said funds to come from the Transfer Station Equipment CRF.

TOWN OF LEE, NEW HAMPSHIRE

ABC BUDGET RECOMMENDATION FY 2018-2019

December 18, 2017

Item	Category	2017-2018	2018-2019	\$ Increase / Decrease	% Increase / Decrease	% of Total Oper Budget
1	41301 Executive Salaries	133,688.00	138,897.00	5,009.00	3.75%	3.63%
2	41411 Town Clerk/Tax Collector/Election & Registration	104,203.00	103,793.08	-409.92	-0.39%	2.72%
3	41501 Financial Administration	97,057.00	98,915.00	1,858.00	1.91%	2.59%
4	41502 Information Technology	86,600.00	81,600.00	-5,000.00	-5.77%	2.14%
5	41521 Property Revaluation	31,700.00	32,500.00	800.00	2.52%	0.85%
6	41531 Legal Expenses	15,000.00	15,000.00	0.00	0.00%	0.39%
7	41551 Personnel Administration	806,334.00	798,147.00	-8,187.00	-1.02%	20.89%
8	41911 Planning & Zoning/Code Enforcement	150,393.00	154,140.00	3,747.00	2.49%	4.03%
9	41941 Government Buildings	100,484.00	96,684.00	-3,800.00	-3.78%	2.53%
10	41951 Cemeteries	6,300.00	6,300.00	0.00	0.00%	0.16%
11	41961 Other Insurance	42,495.00	44,096.00	1,601.00	3.77%	1.15%
12	41991 Other General Government (Salary Increase Pool)	45,000.00	45,000.00	0.00	0.00%	1.18%
13	42101 Police Department	625,105.00	694,486.22	69,381.22	11.10%	18.17%
14	42111 Dispatch Center	18,852.00	18,852.00	0.00	0.00%	0.49%
15	42201 Fire Department	432,194.00	451,610.54	19,416.54	4.49%	11.82%
16	42901 Civil Defense	7,600.00	7,600.00	0.00	0.00%	0.20%
17	43111 Highway Department	486,412.00	492,047.25	5,635.25	1.16%	12.88%
18	43211 Transfer Station / Solid Waste	300,623.00	301,997.09	1,374.09	0.46%	7.90%
19	44141 Animal Control	1,000.00	1,000.00	0.00	0.00%	0.03%
20	44411 General Assistance	30,200.00	30,200.00	0.00	0.00%	0.79%
21	45501 Library	187,699.00	221,109.69	33,410.69	17.80%	5.79%
22	47111 Principle on Long Term Bond	90,000.00	90,000.00	0.00	0.00%	2.36%
23	47211 Interest on Long Term Bond - Public Safety & Transfer S	21,978.00	17,872.50	-4,105.50	-18.68%	0.47%
24	Patriotic Purposes	500.00	500.00	0.00	0.00%	0.01%
	Operating Budget	3,821,417.00	3,942,147.37	120,730.37	3.16%	100.00%
25	Accrued Benefits (Capital Reserve Fund)	15,000.00	15,000.00	\$0.00		
26	AIDS Response Seacoast	700.00	700.00	\$0.00		
27	American Red Cross	500.00	500.00	\$0.00		
28	Avis Goodwin Community Health Center	2,993.00	4,003.40	\$1,010.40		
29	Bridge Trust Fund	60,000.00	60,000.00	\$0.00		
30	Child and Family Services	1,000.00	1,000.00	\$0.00		
31	Conservation Commission	5,300.00	0.00	-\$5,300.00		
32	Contingency	20,000.00	20,000.00	\$0.00		
33	County Appointed Special Advocates	500.00	500.00	\$0.00		
34	Fire Dept - Cisterns	25,000.00	25,000.00	\$0.00		
35	Fire Dept - Cisterns - Tamarack Road / James Farm	62,340.00	0.00	-\$62,340.00		
36	Fire Equipment (Capital Reserve Fund)	150,000.00	155,000.00	\$5,000.00		
37	Highway Department - Plow Truck	185,000.00	0.00	-\$185,000.00		
38	Highway Equipment (Capital Reserve Fund)	55,000.00	55,000.00	\$0.00		
39	Homeless Shelter	1,000.00	1,000.00	\$0.00		
40	Homemakers	708.00	1,200.00	\$492.00		
41	Lamprey Health Center	3,200.00	3,200.00	\$0.00		
42	Land Acquisition (Capital Reserve Fund)	0.00	0.00	\$0.00		
43	Lee Agricultural Commission	0.00	1,000.00	\$1,000.00		
44	Lee Heritage Commission	0.00	0.00	\$0.00		
45	Library Capital Improvements - Furniture	5,000.00	0.00	-\$5,000.00		
46	Library Capital Improvements (Capital Reserve Fund)	0.00	0.00	\$0.00		
47	McGregor Memorial EMS	19,776.00	19,963.00	\$187.00		
48	Oyster River Youth Association	27,875.00	28,700.00	\$825.00		
49	Southeast Watershed Alliance	200.00	200.00	\$0.00		
50	Recreation - LRP Landscaping	7,000.00	0.00	-\$7,000.00		
51	Recreation (Capital Reserve Fund)	0.00	6,000.00	\$6,000.00		
52	Recreation Commission	8,680.00	9,500.00	\$820.00		
53	Revaluation Fund	0.00	15,000.00	\$15,000.00		
54	Strafford Nutrition & Meals on Wheels	0.00	1,500.00	\$1,500.00		
55	Senior Group Transportation	1,500.00	1,500.00	\$0.00		
56	Haven (Sexual Assault Services Center)	3,775.00	3,775.00	\$0.00		
57	Strafford County Community Action	2,000.00	2,000.00	\$0.00		
58	Town Building (Capital Reserve Fund)	100,000.00	100,000.00	\$0.00		
59	Town Fair	0.00	8,000.00	\$8,000.00		
60	Transfer Station Equipment	10,000.00	20,000.00	\$10,000.00		
	Subtotal	774,047.00	559,241.40	-214,805.60	-27.75%	
	Total Budget	4,595,464.00	4,501,388.77	-94,075.23	-2.05%	

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budget	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
Selectmens Office - 41301									
014130111100	Town Administrator Salary	73,754.11	72,180.33	76,000.49	76,000.00	76,000.00	0.00	0.00	0.00
014130111200	Town Secretary Wages	43,436.38	44,490.72	46,202.40	46,197.00	46,197.00	0.00	-0.01	0.00
014130112200	Temporary Employee Wages	3,500.00	14,378.76	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00
014130113000	Overtime	3,500.00	4,352.64	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00
014130114200	Selectboard Salary	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
014130114201	Trustees of Trust Salary	0.00	0.00	300.00	300.00	300.00	0.00	0.00	0.00
014130155000	Town Report	4,000.00	3,218.96	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00
014130158200	Conference	200.00	0.00	200.00	200.00	200.00	0.00	0.00	0.00
014130161100	Supplies	0.00	0.00	500.00	500.00	500.00	0.00	0.00	0.00

Account Subtotal		134,390.49	144,621.41	138,702.89	138,697.00	138,697.00	0.00	0.00%	0.00%
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Elections & Registrations - 41401

014140114200	Moderator Salary	800.00	1,487.50	400.00	600.00	600.00	0.00	50.00	0.00
014140114201	Assistant Moderator	0.00	0.00	0.00	400.00	400.00	0.00	0.00	0.00
014140114300	Supervisors of the Checklist	3,600.00	4,102.93	3,200.00	3,700.00	3,700.00	0.00	15.63	0.00
014140114301	Ballot Clerks	2,500.00	2,082.24	1,600.00	1,300.00	1,300.00	0.00	-18.75	0.00
014140144100	Town Meeting Expense	400.00	250.00	400.00	400.00	400.00	0.00	0.00	0.00
014140154000	Legal Notices	200.00	547.10	300.00	400.00	400.00	0.00	33.33	0.00
014140155000	Printing (Ballots)	4,000.00	4,170.91	3,000.00	4,000.00	4,000.00	0.00	33.33	0.00
014140156100	Training	0.00	120.00	0.00	120.00	120.00	0.00	0.00	0.00
014140158100	Mileage	50.00	76.51	50.00	50.00	50.00	0.00	0.00	0.00
014140160500	Postage	100.00	0.00	50.00	50.00	50.00	0.00	0.00	0.00
014140163000	Meals	800.00	658.39	600.00	600.00	600.00	0.00	0.00	0.00

Account Subtotal		12,450.00	13,495.58	9,600.00	11,620.00	11,620.00	0.00	21.04%	0.00%
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Town Clerk/Tax Collector - 41411

014141111400	Deputy Wages PT	18,411.00	12,372.69	23,922.08	23,922.08	23,922.08	0.00	0.00	0.00
014141111500	Assistant Wages PT	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014141114100	Salary	49,122.00	48,914.51	49,121.00	49,121.00	49,121.00	0.00	0.00	0.00
014141131100	Lien Searches	2,200.00	332.00	2,000.00	2,000.00	1,000.00	1,000.00	-50.00	-50.00
014141133000	Telephone	400.00	0.00	300.00	300.00	0.00	300.00	0.00	0.00
014141133100	Software	7,812.00	7,891.00	7,900.00	8,000.00	8,000.00	0.00	1.27	0.00
014141154000	Legal Notices/Advertising	250.00	401.28	330.00	400.00	400.00	0.00	21.21	0.00
014141156000	Dues & Subscriptions	80.00	80.00	80.00	80.00	80.00	0.00	0.00	0.00
014141156100	Training	750.00	0.00	750.00	700.00	500.00	200.00	-33.33	-28.57
014141158100	Mileage	1,350.00	518.93	1,350.00	1,350.00	1,000.00	350.00	-25.93	-25.93
014141158200	Conference/Travel	250.00	392.25	250.00	250.00	250.00	0.00	0.00	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014141158300	Registry Redemptions	500.00	89.47	500.00	400.00	400.00	0.00	-20.00	0.00
014141160500	Postage	5,000.00	4,347.46	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
014141161000	Dog Tags	350.00	276.54	300.00	300.00	300.00	0.00	0.00	0.00
014141161100	Office Supplies	2,800.00	1,745.33	2,800.00	2,800.00	2,200.00	600.00	-21.43	-21.43
Account Subtotal		94,275.00	77,361.46	94,603.08	94,623.08	92,173.08	2,450.00	-2.57%	-2.59%

Financial Administration - 41501

014150111100	Finance Officer Salary	48,965.00	48,758.62	50,555.20	50,555.00	50,555.00	0.00	0.00	0.00
014150111500	Accounting Assistant Wages	0.00	0.00	14,976.00	14,976.00	14,144.00	832.00	-5.56	-5.56
014150114200	Treasurer Salary PT	5,116.00	5,116.00	5,116.00	5,116.00	5,116.00	0.00	0.00	0.00
014150114202	ABC Salary	0.00	0.00	600.00	600.00	600.00	0.00	0.00	0.00
014150132100	Professional Audit	14,000.00	12,910.20	12,000.00	12,000.00	12,000.00	0.00	0.00	0.00
014150133600	Interest	0.00	36.97	0.00	0.00	0.00	0.00	0.00	0.00
014150154000	Legal Notices/Advertising	1,000.00	2,135.83	1,500.00	2,000.00	2,000.00	0.00	33.33	0.00
014150155000	Printing	2,000.00	1,630.65	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
014150156000	Dues & Subscriptions	4,000.00	4,054.00	4,000.00	4,200.00	4,200.00	0.00	5.00	0.00
014150156100	Training	0.00	0.00	500.00	300.00	300.00	0.00	-40.00	0.00
014150158100	Mileage	1,000.00	669.90	500.00	500.00	500.00	0.00	0.00	0.00
014150158200	Conference/Travel	1,200.00	1,545.32	1,500.00	1,600.00	1,600.00	0.00	6.67	0.00
014150160500	Postage/IT	2,000.00	1,863.93	2,500.00	2,200.00	2,200.00	0.00	-12.00	0.00
014150161100	Office Supplies	3,000.00	3,375.22	2,000.00	3,000.00	3,000.00	0.00	50.00	0.00
014150161200	Kitchen Supplies	0.00	135.13	200.00	200.00	200.00	0.00	0.00	0.00
014150164000	Reference Materials	200.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00
014150175000	New Equipment	500.00	145.00	500.00	500.00	500.00	0.00	0.00	0.00
Account Subtotal		82,981.00	82,376.77	98,647.20	99,747.00	98,915.00	832.00	0.27%	-0.83%

IT Expenses - 41502

014150233001	Telephone - Landlines	1,800.00	1,323.95	1,600.00	1,600.00	1,600.00	0.00	0.00	0.00
014150233100	Computer Software	1,000.00	2,553.88	500.00	500.00	500.00	0.00	0.00	0.00
014150233200	Computer Services	35,000.00	30,033.10	55,000.00	45,000.00	45,000.00	0.00	-18.18	0.00
014150233300	PEG Access	500.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00
014150233400	Software Support Services	15,400.00	18,402.38	15,000.00	19,000.00	19,000.00	0.00	26.67	0.00
014150234100	Printer/Copier/Fax Lease Agreements	8,200.00	7,731.51	5,500.00	2,500.00	2,500.00	0.00	-54.55	0.00
014150234200	Alarms	1,500.00	2,280.50	1,500.00	2,000.00	2,000.00	0.00	33.33	0.00
014150243000	M & R	2,500.00	278.00	2,000.00	1,000.00	1,000.00	0.00	-50.00	0.00
014150256100	Training	2,000.00	2,596.48	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
014150275000	Computer Hardware (New Equipment)	11,000.00	6,937.75	3,000.00	8,000.00	8,000.00	0.00	166.67	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

	FY 2017 Budget	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
Account Subtotal	78,900.00	72,137.55	86,600.00	81,600.00	81,600.00	0.00	-5.77%	0.00%
Assessing - 41521								
014152132000 Assessing Firms	31,200.00	31,350.00	31,200.00	32,000.00	32,000.00	0.00	2.56	0.00
014152158100 Mileage	500.00	384.85	500.00	500.00	500.00	0.00	0.00	0.00
Account Subtotal	31,700.00	31,734.85	31,700.00	32,500.00	32,500.00	0.00	2.52%	0.00%
Legal Fees - 41531								
014153100000 General	20,000.00	12,672.23	10,000.00	12,000.00	12,000.00	0.00	20.00	0.00
014153100002 Fairpoint	5,000.00	1,112.73	5,000.00	3,000.00	3,000.00	0.00	-40.00	0.00
Account Subtotal	25,000.00	13,784.96	15,000.00	15,000.00	15,000.00	0.00	0.00%	0.00%
Personnel Administration - 41551								
014155119000 Bonus	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014155119100 Pay in Lieu of Vacation	15,288.00	9,425.38	10,000.00	15,500.00	10,000.00	5,500.00	0.00	-35.48
014155121100 Health Insurance	403,000.00	300,803.55	382,333.00	370,588.00	370,588.00	0.00	-3.07	0.00
014155121101 through Health Trust	0.00	9,749.87	690.00	792.00	792.00	0.00	14.78	0.00
014155121500 Health Insurance Buy Out	7,634.00	13,967.91	17,000.00	12,452.00	12,452.00	0.00	-26.75	0.00
014155121600 Dental Insurance	24,000.00	17,572.53	22,080.00	18,109.00	18,109.00	0.00	-17.98	0.00
014155122000 SS	55,550.00	61,183.80	64,664.07	65,000.00	65,000.00	0.00	0.52	0.00
014155122500 MC	21,210.00	21,965.38	22,795.07	26,000.00	26,000.00	0.00	14.06	0.00
014155123001 Retirement - Group I	65,650.00	80,140.94	74,015.96	66,000.00	66,000.00	0.00	-10.83	0.00
014155123002 Retirement - Group II Police	132,310.00	105,872.86	135,998.09	140,000.00	140,000.00	0.00	2.94	0.00
014155123003 Retirement - Group II Fire	30,300.00	32,246.02	33,362.57	40,000.00	40,000.00	0.00	19.89	0.00
014155125000 Unemployment	4,500.00	3,067.00	4,500.00	3,010.00	3,010.00	0.00	-33.11	0.00
014155126000 Worker's Compensation	44,000.00	50,105.00	39,221.72	38,685.00	38,685.00	0.00	-1.37	0.00
014155129900 Fire Accident & Health Ins.	5,461.00	5,461.00	5,461.00	5,461.00	5,461.00	0.00	0.00	0.00
014155141500 Background Check	200.00	316.00	300.00	300.00	300.00	0.00	0.00	0.00
014155161500 Special Awards/Flowers	500.00	1,496.04	2,000.00	1,500.00	1,500.00	0.00	-25.00	0.00
014155163000 Food/Meetings	250.00	255.51	250.00	250.00	250.00	0.00	0.00	0.00
Account Subtotal	809,853.00	713,628.79	814,671.48	803,647.00	798,147.00	5,500.00	-2.03%	-0.68%
Planning & Zoning - 41911								
014191111200 Administrator Wages	51,197.00	51,343.15	53,297.30	53,290.00	53,290.00	0.00	-0.01	0.00
014191113000 Overtime	1,000.00	1,033.10	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
014191133001 Telephone - Landline	800.00	763.16	880.00	880.00	880.00	0.00	0.00	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014191133003	Telephone - Cell Phone Reimbursement	720.00	690.00	720.00	720.00	720.00	0.00	0.00	0.00
014191133100	Software	1,185.00	1,257.00	1,185.00	1,300.00	1,300.00	0.00	9.70	0.00
014191133200	Outside Consulting	1,050.00	682.50	1,050.00	1,050.00	1,050.00	0.00	0.00	0.00
014191135000	Legal Expense	30,000.00	42,328.34	30,000.00	30,000.00	30,000.00	0.00	0.00	0.00
014191143000	Vehicle M & R	2,000.00	917.25	850.00	850.00	850.00	0.00	0.00	0.00
014191144400	Equipment Lease	2,650.00	2,601.44	3,200.00	3,200.00	3,200.00	0.00	0.00	0.00
014191150100	Strafford County Regional Planning	5,025.05	5,025.05	5,075.30	5,150.00	5,150.00	0.00	1.47	0.00
014191150200	Recording Fees	50.00	41.19	50.00	50.00	50.00	0.00	0.00	0.00
014191154000	Legal Notices & Advertising	4,500.00	4,384.94	6,300.00	6,300.00	6,300.00	0.00	0.00	0.00
014191156000	Dues & Subscriptions	400.00	145.00	400.00	400.00	400.00	0.00	0.00	0.00
014191156100	Training	1,000.00	897.50	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014191158100	Mileage	100.00	70.74	100.00	100.00	100.00	0.00	0.00	0.00
014191160500	Postage	1,700.00	1,328.49	1,700.00	1,700.00	1,700.00	0.00	0.00	0.00
014191161100	Office Supplies	1,100.00	1,744.27	1,100.00	1,100.00	1,100.00	0.00	0.00	0.00
014191162100	Heat	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014191162200	Electricity	1,250.00	1,034.83	1,250.00	1,250.00	1,250.00	0.00	0.00	0.00
014191162600	Gas/Oil Vehicle	950.00	305.75	950.00	750.00	750.00	0.00	-21.05	0.00
014191164000	Resource Materials	250.00	105.00	250.00	250.00	250.00	0.00	0.00	0.00
014191175000	New Equipment	300.00	472.49	300.00	300.00	300.00	0.00	0.00	0.00
Account Subtotal		107,227.05	117,171.19	111,157.60	111,140.00	111,140.00	0.00	-0.02%	0.00%

Government Buildings - 41941

014194111200	Maintenance Wages FT	39,173.00	39,242.09	31,076.40	0.00	0.00	0.00	0.00	0.00
014194111500	Maintenance Wages PT	12,752.00	15,053.20	24,648.00	55,084.00	55,084.00	0.00	123.48	0.00
014194113000	Overtime	800.00	508.42	0.00	0.00	0.00	0.00	0.00	0.00
014194133003	Telephone - Cell Phone Reimburse	360.00	330.00	720.00	720.00	720.00	0.00	0.00	0.00
014194142400	Landscape	500.00	359.95	500.00	500.00	500.00	0.00	0.00	0.00
014194143000	M & R	17,000.00	15,675.42	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00
014194144100	Uniforms	300.00	280.63	400.00	400.00	400.00	0.00	0.00	0.00
014194158100	Mileage	500.00	355.76	500.00	500.00	500.00	0.00	0.00	0.00
014194161001	Supplies	6,000.00	5,249.41	4,000.00	5,000.00	5,000.00	0.00	25.00	0.00
014194161002	Supplies - Energy Committee	200.00	0.00	9,900.00	1,500.00	1,500.00	0.00	-84.85	0.00
014194161003	Supplies - Sustainability Commit	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014194161301	Water - Safety Complex	100.00	20.28	100.00	100.00	100.00	0.00	0.00	0.00
014194161302	Bottled Water - Town Hall	800.00	60.84	200.00	200.00	200.00	0.00	0.00	0.00
014194162201	Electricity - Caution Lights	720.00	702.73	720.00	720.00	720.00	0.00	0.00	0.00
014194162203	Electricity - Tennis Court	360.00	348.46	360.00	360.00	360.00	0.00	0.00	0.00
014194162204	Electricity - Town Hall	4,000.00	3,241.63	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00
014194162205	Electricity - Triangle - Holiday	150.00	104.48	150.00	150.00	150.00	0.00	0.00	0.00
014194162206	Electricity - Vault	300.00	272.48	300.00	300.00	300.00	0.00	0.00	0.00
014194162300	Heat - Town Hall Complex	4,000.00	5,705.66	4,000.00	6,000.00	6,000.00	0.00	50.00	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activtv	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014194162301	Heat - Safety Complex	0.00	104.23	0.00	400.00	400.00	0.00	0.00	0.00
014194176000	JLSC	500.00	0.00	500.00	500.00	250.00	250.00	-50.00	-50.00
Account Subtotal		88,515.00	87,615.67	102,574.40	96,934.00	96,684.00	250.00	-5.74%	-0.26%
Cemetery - 41951									
014195111200	Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014195111400	Superintendent Salary	600.00	600.00	600.00	600.00	600.00	0.00	0.00	0.00
014195114201	Trustees Salary	0.00	0.00	300.00	300.00	300.00	0.00	0.00	0.00
014195143000	M & R	5,400.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00
014195160500	Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014195161000	Flags	0.00	0.00	0.00	400.00	400.00	0.00	0.00	0.00
014195161100	Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014195162600	Gas/Oil/Fuel	0.00	243.17	0.00	0.00	0.00	0.00	0.00	0.00
014195174000	Capital Improvements, Fences, etc.	0.00	4,800.00	5,400.00	5,000.00	5,000.00	0.00	-7.41	0.00
014195175300	Memorial Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Account Subtotal		6,000.00	5,793.17	6,300.00	6,300.00	6,300.00	0.00	0.00%	0.00%
Insurance - 41961									
014196100000	Property Liability	45,500.00	45,474.00	42,495.00	44,096.00	44,096.00	0.00	3.77	0.00
Account Subtotal		45,500.00	45,474.00	42,495.00	44,096.00	44,096.00	0.00	3.77%	0.00%
Other General Government - 41991									
014199100000	Other General Government	8,097.20	0.00	1,137.44	65,000.00	65,000.00	0.00	5,614.59	0.00
014199111100	Retro. Increase - FT Salaried	0.00	5,849.71	0.00	0.00	0.00	0.00	0.00	0.00
014199111200	Retro. Increase - FT Hourly	0.00	2,966.89	0.00	0.00	0.00	0.00	0.00	0.00
014199111500	Retro. Increase - PT Hourly	0.00	857.09	0.00	0.00	0.00	0.00	0.00	0.00
014199112300	Bonus	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Account Subtotal		8,097.20	10,673.69	1,137.44	65,000.00	65,000.00	0.00	5,614.59%	0.00%
Police Department - 42101									
014210111100	Chief Salary	80,280.12	80,459.77	81,608.00	81,608.00	81,608.00	0.00	0.00	0.00
014210111201	Sergeant Wages	99,964.80	0.00	55,536.00	55,536.00	55,536.00	0.00	0.00	0.00
014210111202	Senior Patrol Wages	99,117.36	86,073.75	94,086.52	98,384.00	97,892.00	492.00	4.04	-0.50
014210111203	Patrol Wages	150,326.98	142,501.26	93,704.42	89,252.80	89,252.80	0.00	-4.75	0.00
014210111204	Secretary Wages	42,493.93	44,924.21	46,297.26	46,297.26	46,297.26	0.00	0.00	0.00
014210111205	Officer Holiday Pay	14,569.40	13,734.40	14,210.88	16,018.88	16,018.88	0.00	12.72	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activty	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014210111206	Detective	0.00	0.00	0.00	47,000.00	47,000.00	0.00	0.00	0.00
014210111207	Corporal	0.00	51,689.56	51,209.60	51,188.80	51,188.80	0.00	-0.04	0.00
014210111501	PT Patrol Officer	0.00	33,735.20	33,962.24	35,293.44	35,293.44	0.00	3.92	0.00
014210113001	Officer Overtime	17,246.10	19,732.97	20,000.00	29,906.40	29,906.40	0.00	49.53	0.00
014210113002	Secretary Overtime	0.00	156.25	0.00	0.00	0.00	0.00	0.00	0.00
014210132000	CALEA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014210133001	Telephone - Landlines	5,625.60	1,838.10	5,625.60	2,160.00	2,160.00	0.00	-61.60	0.00
014210133002	Telephone - Cell Phones	0.00	2,752.81	0.00	5,000.00	5,000.00	0.00	0.00	0.00
014210133003	Telephone - Cell Phone Reimbursement	0.00	520.08	0.00	720.00	720.00	0.00	0.00	0.00
014210133500	Evidence	300.00	1,221.42	300.00	800.00	800.00	0.00	166.67	0.00
014210135000	Attorney	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014210143100	Vehicle Repair	13,500.00	16,536.95	13,500.00	13,500.00	13,500.00	0.00	0.00	0.00
014210143200	Radio Repair	1,950.00	369.89	1,950.00	1,950.00	1,950.00	0.00	0.00	0.00
014210144100	Uniforms	5,000.00	10,443.75	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
014210144400	Lease Agreements/Contracts	13,500.00	12,327.12	16,412.64	16,412.64	16,412.64	0.00	0.00	0.00
014210155500	Printing	1,000.00	822.86	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014210156000	Dues	500.00	250.00	500.00	500.00	500.00	0.00	0.00	0.00
014210156100	Training	5,500.00	7,585.79	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00
014210161100	Supplies	3,500.00	3,333.95	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00
014210162100	Heat	8,000.00	4,780.57	8,000.00	8,000.00	6,000.00	2,000.00	-25.00	-25.00
014210162200	Electricity	10,250.00	9,134.28	10,250.00	10,250.00	10,250.00	0.00	0.00	0.00
014210162600	Gas/Oil/ Vehicles	27,000.00	21,136.61	27,000.00	27,000.00	27,000.00	0.00	0.00	0.00
014210175000	New Equipment	43,200.00	51,709.45	43,200.00	43,200.00	43,200.00	0.00	0.00	0.00

Account Subtotal	642,824.29	617,771.00	634,353.16	696,978.22	694,486.22	2,492.00	9.48%	-0.36%
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Dispatch - Police & Fire - 42111

014211153101	UNH Dispatch	8,445.00	8,445.00	8,445.00	8,445.00	8,445.00	0.00	0.00	0.00
014211153102	Strafford County Dispatch	6,712.00	6,711.70	10,407.00	10,407.00	10,407.00	0.00	0.00	0.00

Account Subtotal	15,157.00	15,156.70	18,852.00	18,852.00	18,852.00	0.00	0.00%	0.00%
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Police Special Duty - 42121

014212153101	UNH Police Dept. for Lee Fire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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Account Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
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Ambulance - 42151

014215150000	Ambulance	18,516.00	13,887.00	19,776.00	19,963.00	19,963.00	0.00	0.95	0.00
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**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

	FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
Account Subtotal	18,516.00	13,887.00	19,776.00	19,963.00	19,963.00	0.00	0.95%	0.00%
Fire Department - 42201								
014220111100 Chief Salary	65,691.00	62,887.93	70,700.13	70,700.13	70,700.13	0.00	0.00	0.00
014220111205 FT Lieutenant Wages	39,736.00	39,055.52	45,176.80	50,398.40	50,398.40	0.00	11.56	0.00
014220111207 FT FF Holiday Wages	3,030.00	0.00	3,030.00	3,030.00	3,030.00	0.00	0.00	0.00
014220111400 PT Deputy Salary	7,759.00	7,726.15	7,836.41	7,836.41	7,836.41	0.00	0.00	0.00
014220111505 PT FF Wages	31,419.00	38,728.08	102,183.94	116,625.60	116,625.60	0.00	14.13	0.00
014220111506 PT LT Wages	21,840.00	4,051.25	0.00	0.00	0.00	0.00	0.00	0.00
014220111605 On Call Lieutenant Wages	0.00	151.36	0.00	0.00	0.00	0.00	0.00	0.00
014220111606 On Call Firefighter Wages	47,470.00	35,465.40	47,470.00	47,470.00	47,470.00	0.00	0.00	0.00
014220111900 Night Shift Incentive	23,000.00	20,775.00	23,000.00	23,000.00	23,000.00	0.00	0.00	0.00
014220113000 Overtime	4,000.00	3,583.82	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
014220133001 Telephone - Landlines	1,700.00	1,487.27	1,700.00	1,700.00	1,700.00	0.00	0.00	0.00
014220143101 Equipment M & R	8,500.00	4,238.50	9,500.00	9,500.00	9,500.00	0.00	0.00	0.00
014220143102 Vehicle Equipment M & R	8,000.00	13,967.77	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
014220143200 Radio Repair	3,000.00	1,009.50	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00
014220144100 Uniforms	2,000.00	3,455.85	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00
014220144400 Lease Agreements/Contracts	9,000.00	6,946.90	11,500.00	11,500.00	11,500.00	0.00	0.00	0.00
014220155501 Printing	50.00	1,022.00	50.00	50.00	50.00	0.00	0.00	0.00
014220155502 Fire Prevention Safety	500.00	290.00	500.00	500.00	500.00	0.00	0.00	0.00
014220156000 Dues/Subscriptions	6,000.00	3,900.00	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
014220156100 Training	10,000.00	13,196.35	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
014220158200 Conference/Travel	1,000.00	60.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014220160500 Postage	50.00	6.18	50.00	50.00	50.00	0.00	0.00	0.00
014220161101 Office Supplies	2,000.00	1,776.08	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
014220161102 Supplies	1,000.00	2,187.68	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014220161103 Medical Supplies	2,000.00	2,877.66	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00
014220161300 Bottled Water	450.00	492.02	500.00	500.00	500.00	0.00	0.00	0.00
014220162100 Heat	8,000.00	4,780.49	8,000.00	8,000.00	6,000.00	2,000.00	-25.00	-25.00
014220162200 Electricity	10,250.00	9,090.40	10,250.00	10,250.00	10,250.00	0.00	0.00	0.00
014220162600 Gas/Oil/Fuel	2,500.00	1,204.21	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
014220162700 Diesel Fuel	8,000.00	6,353.58	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00
014220163100 Special Events	500.00	848.63	500.00	500.00	500.00	0.00	0.00	0.00
014220163200 Personal Protective Equipment	20,000.00	12,182.93	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00
014220175000 New Equipment	15,000.00	26,625.64	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00
Account Subtotal	363,445.00	330,424.15	433,947.28	453,610.54	451,610.54	2,000.00	4.07%	-0.44%

Code Enforcement - 42401

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budget	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014240111500	Building Inspector Wages	28,563.00	33,549.52	42,000.00	42,000.00	42,000.00	0.00	0.00	0.00
014240113000	Overtime	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
Account Subtotal		28,563.00	33,549.52	43,000.00	43,000.00	43,000.00	0.00	0.00%	0.00%

Emergency Management - 42901

014290111300	Assist. Emergency Management Directc	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014290111600	Assist. Emergency Management Wages	600.00	600.00	600.00	600.00	600.00	0.00	0.00	0.00
014290161100	Supplies	6,000.00	413.11	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
Account Subtotal		7,600.00	2,013.11	7,600.00	7,600.00	7,600.00	0.00	0.00%	0.00%

Highway Department - 43111

014311111100	Road Agent Salary	63,769.00	63,499.86	66,405.68	66,405.68	66,405.68	0.00	0.00	0.00
014311111201	Road Agent Asst. Wages	44,020.00	43,273.96	46,029.57	46,029.57	46,029.57	0.00	0.00	0.00
014311111202	FT Wages	41,477.00	41,111.91	43,986.80	43,986.80	43,992.00	-5.20	0.01	0.01
014311111203	Holiday Wages	4,040.00	2,960.64	1,280.00	1,280.00	1,280.00	0.00	0.00	0.00
014311111600	PT On Call Wages	7,000.00	9,455.27	9,000.00	12,000.00	12,000.00	0.00	33.33	0.00
014311113000	Overtime	9,090.00	7,713.32	9,090.00	9,500.00	9,500.00	0.00	4.51	0.00
014311130600	Miscellaneous/Engineering	5,500.00	1,288.00	5,500.00	5,500.00	5,500.00	0.00	0.00	0.00
014311132001	Police Details	0.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00
014311133001	Telephone - Landlines	780.00	579.44	780.00	820.00	820.00	0.00	5.13	0.00
014311133002	Telephone - Cell Phone Reimbursement	1,080.00	1,107.38	1,080.00	1,080.00	1,080.00	0.00	0.00	0.00
014311141400	Medical Drug Testing	750.00	345.00	750.00	750.00	750.00	0.00	0.00	0.00
014311142400	Parks & Grounds Maintenance	11,250.00	6,228.83	12,000.00	7,000.00	7,000.00	0.00	-41.67	0.00
014311143000	Subcontracted Repairs	5,500.00	1,949.41	5,500.00	5,000.00	5,000.00	0.00	-9.09	0.00
014311143101	Parts/In House Repairs	14,500.00	11,251.28	14,500.00	13,500.00	13,500.00	0.00	-6.90	0.00
014311143102	Wear Edges (Plows & Equipment)	3,500.00	3,555.18	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00
014311143103	Building M & R	2,500.00	0.00	3,000.00	3,000.00	2,500.00	500.00	-16.67	-16.67
014311144100	Uniforms	1,500.00	1,793.87	2,300.00	2,500.00	2,500.00	0.00	8.70	0.00
014311144200	Rented and Hired Equipment	16,000.00	17,540.92	16,000.00	16,000.00	16,000.00	0.00	0.00	0.00
014311145000	Signs & Warning Devices	2,500.00	2,655.22	2,000.00	1,750.00	1,750.00	0.00	-12.50	0.00
014311145100	Tires	2,500.00	2,097.76	2,500.00	2,000.00	2,000.00	0.00	-20.00	0.00
014311161101	Office Supplies	250.00	61.47	250.00	250.00	250.00	0.00	0.00	0.00
014311161102	Supplies - Other	3,500.00	3,524.62	3,500.00	4,000.00	4,000.00	0.00	14.29	0.00
014311162100	Heat	5,967.00	2,998.91	5,000.00	5,000.00	4,000.00	1,000.00	-20.00	-20.00
014311162201	Electricity - Annex 0436214010	900.00	840.35	950.00	1,000.00	1,000.00	0.00	5.26	0.00
014311162202	Electricity - Salt Shed 0436214510	850.00	876.73	950.00	1,000.00	1,000.00	0.00	5.26	0.00
014311162600	Gas	5,940.00	3,709.26	5,940.00	5,940.00	5,940.00	0.00	0.00	0.00
014311162700	Diesel	15,000.00	10,468.77	13,750.00	13,750.00	13,750.00	0.00	0.00	0.00
014311165000	Paving & Asphalt Products	175,000.00	189,621.23	175,000.00	175,000.00	175,000.00	0.00	0.00	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activty	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014311165100	Stone/Sand/Gravel	8,000.00	6,768.36	9,000.00	9,000.00	9,000.00	0.00	0.00	0.00
014311165200	Culverts/Guard Rails +	5,000.00	2,134.52	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
014311165300	Salt/Sand/Magnesium	28,000.00	22,184.63	28,000.00	28,000.00	28,000.00	0.00	0.00	0.00
014311175000	New Equipment/Tools	1,000.00	713.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
Account Subtotal		486,663.00	462,309.10	493,542.05	493,542.05	492,047.25	1,494.80	-0.30%	-0.30%
Transfer Station - 43211									
014321111100	Manager	48,872.00	48,666.09	48,872.00	48,872.00	45,000.00	3,872.00	-7.92	-7.92
014321111200	FT Wages	37,815.00	37,994.00	38,188.80	38,188.80	38,188.80	0.00	0.00	0.00
014321111500	PT Wages	37,875.00	40,642.24	40,546.00	40,546.00	40,546.00	0.00	0.00	0.00
014321111501	PT Clerical Wages	100.00	0.00	100.00	100.00	100.00	0.00	0.00	0.00
014321113000	Overtime	1,400.00	184.08	1,400.00	1,400.00	1,400.00	0.00	0.00	0.00
014321130600	Engineering	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00
014321131200	Compliance	200.00	0.00	200.00	200.00	200.00	0.00	0.00	0.00
014321133001	Telephone - Landlines	400.00	448.15	450.00	450.00	450.00	0.00	0.00	0.00
014321133003	Telephone - Cell Phone Reimburs	400.00	360.00	360.00	360.00	360.00	0.00	0.00	0.00
014321133200	Internet Provider	0.00	918.80	1,300.00	1,300.00	1,300.00	0.00	0.00	0.00
014321142101	Recycling Expense	2,000.00	1,783.63	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
014321142102	CFC Removal	200.00	0.00	200.00	200.00	200.00	0.00	0.00	0.00
014321142500	Grounds Maintenance	2,000.00	563.77	2,000.00	2,000.00	1,500.00	500.00	-25.00	-25.00
014321143100	Equipment M & R	7,000.00	10,609.50	7,000.00	7,000.00	7,000.00	0.00	0.00	0.00
014321144100	Uniforms	1,500.00	1,619.66	2,200.00	2,500.00	2,500.00	0.00	13.64	0.00
014321144102	Volunteer T Shirts	200.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00
014321144500	Porta Potty	700.00	650.00	725.00	650.00	650.00	0.00	-10.34	0.00
014321155500	Printing	450.00	565.20	1,450.00	2,400.00	1,450.00	950.00	0.00	-39.58
014321156000	Dues & Subscriptions	400.00	377.10	450.00	450.00	450.00	0.00	0.00	0.00
014321156100	Training	1,000.00	1,165.00	900.00	1,500.00	1,500.00	0.00	66.67	0.00
014321158100	Mileage	300.00	995.67	700.00	800.00	800.00	0.00	14.29	0.00
014321158200	Conference & Travel	400.00	25.00	400.00	400.00	400.00	0.00	0.00	0.00
014321160500	Postage	50.00	0.93	25.00	25.00	25.00	0.00	0.00	0.00
014321161100	Office Supplies	1,500.00	443.30	1,000.00	1,000.00	750.00	250.00	-25.00	-25.00
014321161102	Other	500.00	160.11	500.00	500.00	500.00	0.00	0.00	0.00
014321161200	Kitchen Expense	100.00	485.85	500.00	500.00	500.00	0.00	0.00	0.00
014321161400	Compost Bins & Pails	500.00	71.50	300.00	300.00	300.00	0.00	0.00	0.00
014321161500	Volunteer Thanks	200.00	150.00	200.00	150.00	150.00	0.00	-25.00	0.00
014321162100	Heat	800.00	2,104.14	800.00	1,200.00	1,200.00	0.00	50.00	0.00
014321162201	Electricity - Main TS Building 661478	9,000.00	6,500.73	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
014321162202	Electricity - Swap Shop - 690911	800.00	608.11	1,600.00	0.00	0.00	0.00	0.00	0.00
014321162203	Electricity - Old Bailer - 602718	700.00	1,121.96	2,400.00	0.00	0.00	0.00	0.00	0.00
014321162600	Fuel	2,500.00	2,588.26	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00
014321175001	New Equipment	4,500.00	3,263.08	4,500.00	4,500.00	4,500.00	0.00	0.00	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014321175002	Safety Equipment	2,000.00	1,427.24	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
Account Subtotal		166,462.00	166,493.10	171,966.80	169,991.80	164,419.80	5,572.00	-4.39%	-3.28%
Solid Waste Disposal - 43241									
014324142101	MSW & Bulky Waste	70,000.00	83,178.23	72,000.00	88,000.00	80,000.00	8,000.00	11.11	-9.09
014324142102	Tires	1,200.00	930.25	800.00	800.00	800.00	0.00	0.00	0.00
014324142103	Hazardous Waste	2,250.00	1,989.24	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00
014324142104	Electronics	5,000.00	4,129.36	8,000.00	8,000.00	8,000.00	0.00	0.00	0.00
014324142105	Waste Oil	1,000.00	300.00	500.00	500.00	500.00	0.00	0.00	0.00
014324142106	Solid Waste Other	500.00	0.00	500.00	500.00	500.00	0.00	0.00	0.00
014324142107	Construction & Demolition D	9,000.00	8,545.73	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
014324142108	Glass	3,000.00	2,532.90	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00
014324142109	Flurocarbons CFC	300.00	262.23	200.00	200.00	200.00	0.00	0.00	0.00
014324142110	Antifreeze	200.00	260.00	250.00	250.00	250.00	0.00	0.00	0.00
014324142111	Brush Grinding	6,000.00	6,450.00	4,500.00	4,500.00	4,500.00	0.00	0.00	0.00
014324142112	Lamprey Closure Costs	927.29	927.29	927.29	927.29	927.29	0.00	0.00	0.00
014324142113	Propane	0.00	504.00	400.00	400.00	400.00	0.00	0.00	0.00
014324142500	Hauling Costs	20,000.00	26,288.02	26,000.00	26,000.00	26,000.00	0.00	0.00	0.00
Account Subtotal		119,377.29	136,297.25	129,577.29	145,577.29	137,577.29	8,000.00	6.17%	-5.50%
Water Treatment, Distribution & Conservatio									
014331141100	So. East Watershed Alliance	0.00	0.00	200.00	200.00	200.00	0.00	0.00	0.00
Account Subtotal		0.00	0.00	200.00	200.00	200.00	0.00	0.00%	0.00%
Animal Control - 44141									
014414100000	Animal Control	1,650.00	9.40	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
Account Subtotal		1,650.00	9.40	1,000.00	1,000.00	1,000.00	0.00	0.00%	0.00%
Health Service Agencies - 44151									
014415100001	A Safe Place	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014415100002	AIDS Seacoast Response	700.00	700.00	700.00	700.00	700.00	0.00	0.00	0.00
014415100003	American Red Cross	500.00	500.00	500.00	500.00	500.00	0.00	0.00	0.00
014415100004	CASA	500.00	500.00	500.00	500.00	500.00	0.00	0.00	0.00
014415100005	Child and Family Care Services	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014415100006	Community Action Partnership	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
014415100007	Goodwin Community Health	5,563.00	5,563.00	2,993.00	4,003.40	4,003.40	0.00	33.76	0.00

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budget	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014415100008	Homemakers Health Services	885.60	885.60	707.59	1,200.00	1,200.00	0.00	69.59	0.00
014415100009	Lamprey Health Care	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	0.00	0.00	0.00
014415100010	Ready Rides	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
014415100011	Haven	3,775.00	3,775.00	3,775.00	3,775.00	3,775.00	0.00	0.00	0.00
014415100013	My Friend's Place	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014415100014	Homeless Shelter Strafford County	500.00	500.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014415100015	Strafford Nutrition & Meals on Wheels	0.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00

Account Subtotal		20,123.60	20,123.60	17,875.59	20,878.40	20,878.40	0.00	16.80%	0.00%
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General Assistance Administration - 44411

014441111500	Welfare Officer Wages	10,000.00	4,810.00	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
014441133002	Telephone - Cell	600.00	542.87	600.00	600.00	600.00	0.00	0.00	0.00
014441156000	Dues & Subscriptions	100.00	30.00	100.00	100.00	100.00	0.00	0.00	0.00

Account Subtotal		10,700.00	5,382.87	5,700.00	5,700.00	5,700.00	0.00	0.00%	0.00%
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Direct Welfare Assistance - 44421

014442180101	Rent Assistance	12,000.00	12,458.00	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00
014442180102	Electricity Assistance	1,200.00	1,048.19	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00
014442180103	Heating Fuel Assistance	1,000.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
014442180104	Medical Supplies Assistance	250.00	0.00	250.00	250.00	250.00	0.00	0.00	0.00
014442180105	Food Assistance	500.00	0.00	500.00	500.00	500.00	0.00	0.00	0.00
014442180106	Funeral Assistance	0.00	1,500.00	750.00	750.00	750.00	0.00	0.00	0.00

Account Subtotal		14,950.00	15,006.19	24,500.00	24,500.00	24,500.00	0.00	0.00%	0.00%
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Parks & Recreation - 45201

014520100001	Oyster River Youth Associatio	27,000.00	27,000.00	27,875.00	28,700.00	28,700.00	0.00	2.96	0.00
014520100002	Recreation Events	6,800.00	2,817.34	6,900.00	7,000.00	7,000.00	0.00	1.45	0.00
014520100003	Town Fair	2,500.00	2,500.00	0.00	8,000.00	8,000.00	0.00	0.00	0.00
014520161100	Supplies	780.00	993.43	780.00	1,000.00	1,000.00	0.00	28.21	0.00
014520161101	BB Grills for Pavillion	900.00	419.97	0.00	0.00	0.00	0.00	0.00	0.00
014520162200	Electricity - D94316222 - LRP	850.00	901.09	1,000.00	1,500.00	1,500.00	0.00	50.00	0.00

Account Subtotal		38,830.00	34,631.83	36,555.00	46,200.00	46,200.00	0.00	26.38%	0.00%
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Library - 45501

014550111100	Director Salary	56,109.00	55,895.54	57,180.62	57,236.00	57,236.00	0.00	0.10	0.00
014550111202	Library Assistant FT	34,235.00	34,302.52	35,490.00	40,518.40	35,454.00	5,064.40	-0.10	-12.50

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014550111502	Youth Services Librarian PT	21,742.00	22,113.08	22,542.00	22,555.00	22,555.00	0.00	0.06	0.00
014550111503	Assistant I	14,012.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550111504	Assistant II	9,453.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550111505	Substitute	1,500.00	861.55	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
014550111506	Library Technician I	0.00	4,563.33	9,113.80	9,108.66	9,108.66	0.00	-0.06	0.00
014550111507	Library Technician II	0.00	17,445.07	14,750.32	14,543.36	14,543.36	0.00	-1.40	0.00
014550120000	Ancillary PR Expenses	0.00	0.00	0.00	47,098.00	27,777.67	19,320.33	0.00	-41.02
014550121100	Health	4,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550121600	Dental Expense	838.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550122000	SS	8,445.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550122500	MC	1,975.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550123000	Retirement	10,031.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550126000	Workers Comp	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550152000	Property Liability	1,800.00	0.00	0.00	1,800.00	1,800.00	0.00	0.00	0.00
014550161300	Bottled Water	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
014550162100	Heat	2,670.00	0.00	2,670.00	2,670.00	2,670.00	0.00	0.00	0.00
014550162200	Electricity	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014550190002	Misc. to be Offset by Revenue	6,065.00	0.00	6,065.00	6,065.00	6,065.00	0.00	0.00	0.00
014550199900	Trustees	41,350.00	30,962.50	42,400.00	42,400.00	42,400.00	0.00	0.00	0.00
Account Subtotal		215,125.26	166,193.59	191,711.74	245,494.42	221,109.69	24,384.73	15.33%	-9.93%
Patriotic Purposes - 45831									
014583100000	Patriotic Purposes	500.00	63.50	500.00	500.00	500.00	0.00	0.00	0.00
Account Subtotal		500.00	63.50	500.00	500.00	500.00	0.00	0.00%	0.00%
Culture & Recreation - 45891									
014589100002	Heritage Commission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014589100003	Heritage - 250th	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00
014589100101	Agricultural Commission	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Account Subtotal		11,000.00	11,000.00	0.00	1,000.00	1,000.00	0.00	0.00%	0.00%
Conservation - 46191									
014619100000	Conservation	5,300.00	5,300.00	5,300.00	5,300.00	0.00	5,300.00	0.00	0.00
Account Subtotal		5,300.00	5,300.00	5,300.00	5,300.00	0.00	5,300.00	0.00%	0.00%
Long Term Debt - 47111									

**Town Of Lee, New Hampshire
FY 2019 Budget Preparation Worksheet**

		FY 2017 Budaet	FY 2017 Activity	FY 2018 Budget	Dept Requested Budget	ABC Rec Budget	ABC Budget to Request	% Inc/Dcr ABC Rec To Rev Budget	% Inc/Dcr Budget Req To ABC Rec
014711100001	Safety Complex	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	0.00	0.00	0.00
014711100002	Transfer Station	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	0.00	0.00	0.00
Account Subtotal		90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	0.00	0.00%	0.00%
Interest on Long Term Debt - 47211									
014721100001	Safety Complex	16,260.00	16,260.00	13,890.00	11,490.00	11,490.00	0.00	-17.28	0.00
014721100002	Transfer Station	9,588.00	9,588.00	8,088.00	6,382.50	6,382.50	0.00	-21.09	0.00
Account Subtotal		25,848.00	25,848.00	21,978.00	17,872.50	17,872.50	0.00	-18.68%	0.00%
Transfer to Trust Fund - 49161									
014916100001	Transfer to Accrued Benefits Trust		15,000.00	15,000.00	15,000.00	15,000.00	0.00	0.00	0.00
014916100003	Transfer to Fire Ponds & Cisterns Trust		20,000.00	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00
014916100004	Transfer to Fire Truck Trust		120,000.00	150,000.00	155,000.00	155,000.00	0.00	3.33	0.00
014916100005	Transfer to Highway Equipment Trust		55,000.00	55,000.00	55,000.00	55,000.00	0.00	0.00	0.00
014916100010	Transfer to Recreation Facilities Trust		0.00	0.00	6,000.00	6,000.00	0.00	0.00	0.00
014916100011	Transfer to Revaluation Trust		0.00	0.00	15,000.00	15,000.00	0.00	0.00	0.00
014916100012	Transfer to Town Roads & Bridges Trust		60,000.00	60,000.00	60,000.00	60,000.00	0.00	0.00	0.00
014916100013	Transfer to Town/New Building Trust		100,000.00	100,000.00	100,000.00	100,000.00	0.00	0.00	0.00
014916100014	Transfer to Transfer Station Equipment		10,000.00	10,000.00	20,000.00	20,000.00	0.00	100.00	0.00
Account Subtotal			380,000.00	415,000.00	451,000.00	451,000.00	0.00	8.67%	0.00%
Grand Total:		3,807,523.18	3,947,329.00	4,316,124.00	4,559,664.30	4,501,388.77	58,275.53	4.29%	-1.28%



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

Office Use Only

Meeting Date: 12-18-2017

Agenda Item No. 8a

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
12/18/2017

Agenda Item Title: Surplus Truck Bids

Requested By: Randy Stevens

Date: 12/11/2017

Contact Information: rstevens@leenh.org

Presented By: Julie Glover, Town Administrator

Description: Present the Select Board with the bid results for the 1985 International 7 cubic yard diesel dump truck, plow frame with sander control and central hydraulics.

Financial Details: \$888 - \$4,500

Legal Authority NH RSA 41:8

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

REQUESTED ACTION OR RECOMMENDATIONS:

Move to authorize the Town Administrator to sell the Town of Lee's 1985 International dump truck to John T. Fernald, Jr. at a price of \$4,500.

Sale of Surplus Equipment
1985 Int'l Dump Truck
12/14/2017

John T. Fernald, Jr.	Nottingham, NH	\$4,500
LCB Transport	Fremont, NH	\$3,756
Coppal House Farm	Lee, NH	\$2,500
Rick Stevens	Lee, NH	\$2,017
Lenzi Lumber LTD	Barrington, NH	\$1,265
Rigs and Digs LLC	Raymond, NH	\$1,001
Corkery Tractor Trailer Inc	Canton, MA	\$888

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624

(603) 225-2841
(800) 698-2364

www.nhprimex.org

December 1, 2017

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

RECEIVED
DEC 04 2017
TOWN OF LEE, NH

RE: Contribution Assurance Program (CAP) for FY 2020 – FY 2022 for the Property & Liability Program

Dear Julie:

Primex³ is pleased to offer the **Town of Lee** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex³ pool, CAP provides stability by creating a limit on your Property & Liability contributions for future renewals.**

The following years qualify for the Property & Liability **Contribution Assurance Program (CAP)**:

FY 2020 July 1, 2019 through June 30, 2020

(maximum 7% increase over July 1, 2018 through June 30, 2019 contribution)

FY 2021 July 1, 2020 through June 30, 2021

(maximum 7% increase over July 1, 2019 through June 30, 2020 contribution)

FY 2022 July 1, 2021 through June 30, 2022

(maximum 7% increase over July 1, 2020 through June 30, 2021 contribution)


Based on your performance, we are pleased to offer you a **CAP Agreement** that provides you the opportunity to participate in **CAP** through **June 30, 2022**. (See enclosed **CAP Agreement** and **Resolution**.) **Please return your executed CAP Agreement and Resolution on or before February 2, 2018** to ensure budgetary peace of mind for the next three renewals.

The percentage listed is a maximum. Actual increases will not exceed that percentage, but could actually be lower, based on each member's and the pool's risk management performance and exposure changes. Performance still impacts contribution amounts, so it remains important for both Primex³ and our members to leverage our partnership to effectively manage risks and any claims that occur.

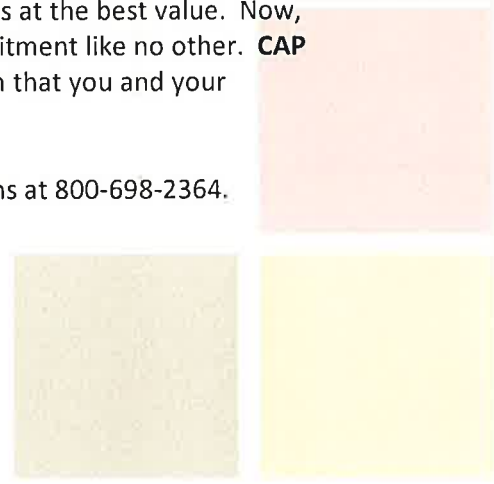
Our goal has always been to provide members with the best programs at the best value. Now, add the best long-term contribution assurance and you have a commitment like no other. **CAP** provides predictable contributions in the Property & Liability Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,



Carl Weber
Director of Member Services



Property & Liability Program
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY

Primex³ is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex³ agrees to guarantee that your annual contribution increase will not exceed seven percent (7%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures. The annual member contribution will be based upon your exposure base, members' loss experience, and the rates established each year by the Primex³ Board of Trustees.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a three-year commitment to participation in the Primex³ Property & Liability Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

FY 2020 July 1, 2019 through June 30, 2020

(maximum 7% increase over July 1, 2018 through June 30, 2019 contribution)

FY 2021 July 1, 2020 through June 30, 2021

(maximum 7% increase over July 1, 2019 through June 30, 2020 contribution)

FY 2022 July 1, 2021 through June 30, 2022

(maximum 7% increase over July 1, 2020 through June 30, 2021 contribution)

By signing this Agreement, the **Town of Lee** agrees to extend its risk pool membership and participation in the Primex³ **Property & Liability Program** for three coverage period years, through **June 30, 2022**. The **Town of Lee** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

The **Town of Lee** agrees that the seven percent (7%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Lee** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year

term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Town of Lee** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex³ Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the **Town of Lee** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Town of Lee** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Town of Lee** by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Town of Lee**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Town of Lee** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Lee** with legal authority to contractually bind the **Town of Lee** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management pool and participation in the Property & Liability Program.

Authorized Representative
of the Governing Body

Title

Date

Print Name

RESOLUTION TO ENTER PRIMEX³
Property & Liability Contribution Assurance Program (CAP)

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Lee** adopted on _____.

Board: _____

Title of Board

Signature: _____

Name: _____

Title: _____ duly authorized

Date: _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: December 4, 2017

RE: Devon, Miller
Ayellis Faye
2 Elginwood Road
West Peabody, MA 01960

Property Tax Map 28 Lot 1-D+
Address: LD+ Ferndale Acres

Tax Year: 2017
Assessment: \$5,500

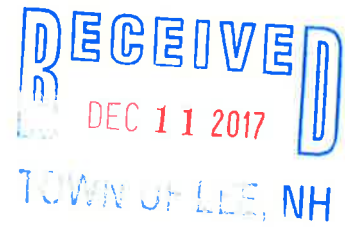
The subject was a camper on rented land. Abatement is requested as camper was removed due to structural issues. As such it is recommended that an abatement in the amount of \$85 plus any applicable interest/penalties/fees be granted.

Abatement Granted

Abatement Denied

Dated _____

December 11, 2017



Town of Lee, NH
Attn: Selectmen's Office
7 Mast Road
Lee, NH 03861

Re: Carien, LLC

Dear Sir/Madam,

I am requesting the late fee of \$27.08 on my real estate tax bill be waived and a note made as to why payment was late as the tax bills have been going to 221 Old Concord Turnpike in Barrington, NH (which is the old business address of Benuck & Rainey prior to purchase of this property.) Carien, LLC should be listed in your records with an address of 25 Concord Road, Lee, NH 03861 and when I called the office on June 30th, I was advised this would be corrected.

Today, I realized I should have gotten a bill by now and called the office and now I was told a mailing address doesn't get changed without the request in writing to Scott Marsh. I have put the request in writing as of today and hope my request may be granted. I certainly would have put it in writing back in June if I was instructed to.

Thank you in advance for your consideration.

Best Regards,

A handwritten signature in cursive script that reads "Nancy L. Rainey".

Nancy L. Rainey
Carien, LLC

25 Concord Rd
Lee, NH 03861

RECEIVED
DEC 11 2017
TOWN OF LEE, NH

December 11, 2017

Town of Lee, NH
Attn: Scott Marsh
7 Mast Road
Lee, NH 03861

Re: Carien, LLC

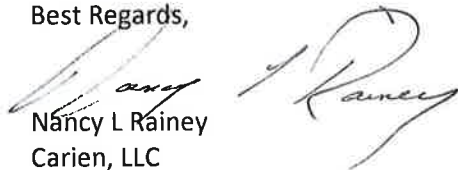
Dear Mr. Marsh,

Carien, LLC should be listed in your records with an address of 25 Concord Road, Lee, NH 03861.
(Carien, LLC has never used any other address.)

Your records have 221 Old Concord Turnpike in Barrington, which is the old address for Benuck & Rainey, Inc, which is the business I moved to 25 Concord Road upon purchase. My spring tax bill was also sent to the old address and never received so when I called on June 30th at 10:26am, I was told it would be corrected. Today, I was told it needed to be in writing. If there is any problem with changing the address, please call me on my cell at (603)703-3005.

Thank you in advance for your assistance.

Best Regards,



Nancy L Rainey
Carien, LLC
25 Concord Rd
Lee, NH 03861



DENISE A. DUVAL, Notary Public
My Commission Expires September 18, 2018



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

Request for Payment in Lieu of Vacation Time

Date 12-14-17

Dear Select Board,

Per the "Personnel Policies and Procedures Manual for Town of Lee" which was adopted in 2009,
I WARREN HATCH respectfully request vacation pay in lieu of vacation time off
(EMPLOYEE NAME)
in the month of DEC. 2017 in the amount of \$ 885.20.
(MONTH) (YR) (WEEKLY EARNINGS)

I have 287 hours/ _____ days of accrued vacation time.
(Vacation Hours) (Vacation Days)

I understand that the granting of this request is also contingent upon there being sufficient funds in the Operating Budget for this Fiscal Year.

[Signature]
Employee Signature

[Signature]
Department Head Signature

I have confirmed that this employee's date of hire is 10/7/1997 and, as of the date of this request, has more than ten (10) years of service with the Town of Lee and receives at least fifteen (15) days of earned vacation per year.

[Signature]
Town Administrator Signature

* 2009 Town of Lee Personnel Policy, Page 13:
At the discretion of the Board of Selectmen, employees with more than ten (10) years of service who receive at least fifteen (15) days of earned vacation per year may elect to work during one (1) week of vacation and receive regular earnings as well as vacation pay. There is no other provision for an employee to cash in vacation for pay in lieu of time off. Employees having vacation accruals must submit a request in writing to the Board of Selectmen through their Department Head. Vacation time may not be taken in advance of being earned.

Chairman Lacourse Selectman Bugby Selectman Brown