

## SELECT BOARD MEETING AGENDA

**DATE: Monday, January 22, 2018 at 6:30 pm**

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

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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. **FY19 3<sup>rd</sup> PUBLIC BUDGET HEARING - Continued from January 16, 2018**
4. Julie Glover, Town Administrator
  - a. *Miscellaneous*
5. Motion to accept the Consent Agenda as presented:
  - a. *DRA Sales Ratio*
  - b. *Discretionary Preservation Easement Deed – 114 Wiswall Road (Pellecchia's)*
  - c. *Heritage Commission Swearing In Docs*
6. Motion to enter into Non-Public Session–NH RSA 91-A:3II (a) Personnel (2) & (d) Church  
Roll Call Vote required
7. Motion to seal the Non-Public Session Minutes (if necessary.) Roll Call Vote required.
8. Miscellaneous/Unfinished Business
9. Adjournment

**Posted: Town Hall, Public Safety Complex, Public Library and on [leenh.org](http://leenh.org) on January 19, 2018**

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.

**2018 TOWN WARRANT**  
**For the TOWN OF LEE, NEW HAMPSHIRE**

**FIRST SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Mast Way School located on Mast Road, Lee at 9:00 a.m. on February 3, 2018. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered 1 through XX. Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

**SECOND SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex, 20 George Bennett Road, Lee on March 13, 2018. The Polls will be open from 7:00 a.m. to 7:00 p.m.

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**ARTICLE 1**

To choose all necessary Town Officers for the ensuing year:  
(To be considered at the March 13, 2018 Ballot Voting)

**ARTICLE 2 –**

Are you in favor of the adoption of Amendment No.1-2018 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

Article II, Definition

Accessory Dwelling Unit: Shall mean a separate dwelling unit which is contained within or attached to a single family residence on a conforming lot. Such unit shall have no more than two bedrooms and shall be no larger than eight hundred (800) sq. feet. ~~The primary unit shall~~ ***One of the units must*** be owner occupied.

Note: Deleted language is crossed out; new language is in bold italics

**ARTICLE 3 –**

Are you in favor of the adoption of Amendment No. 1-2018 as proposed by the Planning Board for the Town Building Regulations as follows?

Article II, Definitions

Accessory Dwelling Unit: Shall mean a separate dwelling unit which is contained within or attached to a single family residence on a conforming lot. Such unit shall have no more than two (2) bedrooms and shall be no larger than eight hundred (800) sq. feet. ~~The primary unit shall~~ ***One of the units must*** be owner occupied.

Note: Deleted language is crossed out; new language is in bold italics

#### **ARTICLE 4**

Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28. If the credit is adopted, any person desiring to claim the credit will be required to file an application with the assessor by April 15 of the tax year. (The Select Board approves this article.) Majority Vote Required

#### **ARTICLE 5**

To see if the Town will vote to raise and appropriate a sum not to exceed Two Hundred Thousand Dollars (\$200,000) for the purchase of a parcel of land (approximately 5.4 acres) from the Lee Church Congregational, which includes the Parish House (aka Parsonage.) The Parish House shall be removed from the parcel no later than July 1, 2019. The parcel abuts the Town property that includes Town Hall, the Annex and the Library. Said sum includes a purchase price of One Hundred Seventy-five Thousand Dollars (\$175,000) and transactional costs not to exceed Twenty-Five Thousand Dollars (\$25,000) and shall come from the Unassigned Fund Balance and no amount to be raised from taxation. (The Select Board approves this article.) Majority Vote Required

#### **ARTICLE 6**

To see if the Town will vote to raise and appropriate a sum not to exceed One Hundred Fifteen Thousand Dollars (\$115,000) for schematic design, preliminary engineering, and construction management fees for renovations and an addition to the existing Library; renovations to Town Hall, the Historical Museum, and Tool Shed w/Tramp Room; and building new Town Offices. And to further authorize withdrawal of \$80,500 from the Town Building Capital Reserve Fund and \$34,500 from the Lee Library Building Capital Reserve Fund. (The Select Board approves this article.) Majority Vote Required

#### **ARTICLE 7**

To see if the Town will vote to raise and appropriate a sum not to exceed Fifty-Seven Thousand Dollars (\$57,000) for the purchase of a Fire Command Vehicle and related safety equipment and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. (The Select Board approves this article.) Majority vote required.

#### **ARTICLE 8**

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,058,999**. Should this article be defeated, the default budget shall be **\$3,900,046**, which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to

take up the issue of a revised operating budget only. (The Select Board approves this article.) Majority vote required.

**ARTICLE 9**

To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty-Five Thousand dollars (\$155,000.00) to be deposited into the Fire Equipment Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 10**

To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000.00) to be deposited into the Highway Equipment Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand dollars (\$100,000.00) to be deposited into the Town Buildings Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 12**

To see if the Town will vote to raise and appropriate the sum of Sixty Thousand dollars (\$60,000.00) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 13**

To see if the Town will vote to raise and appropriate the sum of Twenty-five Thousand dollars (\$25,000.00) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 14**

To see if the Town will vote to raise and appropriate the sum of Fifteen thousand dollars (\$15,000) to be deposited into the Internal Service Fund for Accrued Benefits. (The Select Board approves this article.) Majority vote required.

**ARTICLE 15**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000.00) to be deposited into the Transfer Station Equipment Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 16**

To see if the Town will vote to raise and appropriate the sum of Six thousand dollars (\$6,000.00) to be deposited into the Recreation Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 17**

To see if the Town will vote to raise and appropriate the sum of Fifteen thousand dollars (\$15,000.00) to be deposited into the Revaluation Capital Reserve Fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 18**

Shall the Town vote to authorize that expenditures from the Public Safety Special Duty Revolving Fund also be utilized for the purpose of purchasing equipment for the Fire Department? The Town established this fund in 2011 pursuant to NH RSA 31:95-h. Revenues received from outside agencies for special duty are deposited into this fund. (The Select Board approves this article.) Majority vote required.

**ARTICLE 19**

To see if the Town will vote to raise and appropriate the sum of \$3,409.99 from the sale of timber on the Maud Jones Memorial Forest to be deposited into the Conservation Land Stewardship Trust Fund previously established for the purpose of enhancing the stewardship of Town-owned conservation lands or interests in lands. This sum to come from the unassigned fund balance. No amount to be raised from taxation. (The Select Board approves this article.) Majority vote required.

**ARTICLE 20**

To see if the Town will grant an easement to the Society for the Protection of New Hampshire Forests for the purpose of adding 7.49 acres of the Lee Town Forest to the existing Conservation Easement (Strafford County Registry of Deeds, Book 3628 Page 0102, March 26, 2008) held by the Society for the Protection of New Hampshire Forests. (Recommendation needed) Majority vote required.

**ARTICLE 21**

To see if the Town will vote to authorize the Select Board to grant an easement/license on property owned by the Town for the purpose of installing a solar panel array at or adjacent to the Public Safety Complex in connection with a proposed Solar Power Purchase Agreement, with an option to purchase the array, for a term not to exceed 35 years. (The Select Board approves this article.) Majority vote required.

**ARTICLE 22**

Shall the Town of Lee express its support for New Hampshire to join efforts in Massachusetts and Maine for the development of offshore wind power by asking the Town Clerk to, within 60 days of a positive vote, request that the Selectmen write a letter to Governor Sununu that urges the federal Bureau of Ocean Energy Management to allow him to appoint a bi-partisan task force of stakeholders to move forward on including wind energy in the State's suite of renewable energy plans. Floating wind turbines, located far offshore in federal waters are barely visible from 20 miles away, and could contribute toward the goal of using 100% renewable energy by the year 2050.

**ARTICLE 23**

To see if the Town will vote to establish a contingency fund for Fiscal Year 2018 for unanticipated expenses that may arise and further to raise and appropriate twenty thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. (The Select Board approves this article.) Majority vote required.

To transact any other business which may legally come before this meeting.

**GIVEN UNDER OUR HANDS THIS 22nd DAY OF JANUARY 2018**

We certify and attest that on or before January 29, 2018, we posted a true and attested copy of the within Warrant at the place of meeting, and like copies at Town Hall, and delivered the original to the Town Clerk.

\_\_\_\_\_  
**John R. LaCourse, Chairman**

\_\_\_\_\_  
**Scott Bugbee**

\_\_\_\_\_  
**Cary Brown**

**Select Board for the Town of Lee**

**State of New Hampshire, County of Strafford, Town of Lee**

Personally appeared, John R. LaCourse, Scott Bugbee, and Cary Brown who subscribed to the foregoing instrument before me, Denise Duval, Notary Public, this \_\_\_\_\_ day of January 2018.

\_\_\_\_\_  
Denise Duval, Notary Public

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.41301.111.00	BOS - Town Administrator Salary	\$70,054	\$70,054	\$73,754	\$72,180	\$76,000	\$76,000	\$76,000	\$78,000
01.41301.112.00	BOS - Town Secretary Wages	\$43,006	\$44,503	\$43,436	\$44,491	\$46,202	\$46,197	\$46,197	\$47,849
01.41301.122.00	BOS - Temporary Employee Wages	\$3,500	\$0	\$3,500	\$14,379	\$3,500	\$3,500	\$3,500	\$3,500
01.41301.130.00	BOS - Overtime	\$4,545	\$2,551	\$3,500	\$4,353	\$3,500	\$3,500	\$3,500	\$3,500
01.41301.142.00	BOS - Selectboard Salary	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$7,500
01.41301.142.01	BOS - Trustees of Trust Salary	\$0	\$0	\$0	\$0	\$300	\$300	\$300	\$300
01.41301.550.00	BOS - Town Report	\$4,000	\$3,712	\$4,000	\$3,219	\$2,500	\$2,500	\$2,500	\$2,500
01.41301.582.00	BOS - Conference	\$200	\$25	\$200	\$0	\$200	\$200	\$200	\$200
01.41301.611.00	BOS - Supplies	\$0	\$0	\$0	\$0	\$500	\$500	\$500	\$500
<b>DRA: Selectmens Office - 41301</b>		<b>\$131,305</b>	<b>\$126,845</b>	<b>\$134,390</b>	<b>\$144,622</b>	<b>\$138,702</b>	<b>\$138,697</b>	<b>\$138,697</b>	<b>\$143,849</b>
01.41401.142.00	Elections & Regis. - Moderator Salary	\$600	\$1,128	\$800	\$1,488	\$400	\$600	\$600	\$600
01.41401.142.01	Elections & Regis. - Assistant Moderator	\$0	\$0	\$0	\$0	\$0	\$400	\$400	\$400
01.41401.143.00	Elections & Regis. - Supervisors of the Checklist	\$2,400	\$3,298	\$3,600	\$4,103	\$3,200	\$3,700	\$3,700	\$3,700
01.41401.143.01	Elections & Regis. - Ballot Clerks	\$2,000	\$1,263	\$2,500	\$2,082	\$1,600	\$1,300	\$1,300	\$1,300
01.41401.441.00	Elections & Regis. - Town Meeting Expense	\$750	\$300	\$400	\$250	\$400	\$400	\$400	\$400
01.41401.540.00	Elections & Regis. - Legal Notices	\$200	\$259	\$200	\$547	\$300	\$400	\$400	\$400
01.41401.550.00	Elections & Regis. - Printing (Ballots)	\$3,000	\$2,929	\$4,000	\$4,171	\$3,000	\$4,000	\$4,000	\$4,000
01.41401.561.00	Elections & Registrations - Training	\$0	\$0	\$0	\$120	\$0	\$120	\$120	\$120
01.41401.581.00	Elections & Regis. - Mileage	\$50	\$52	\$50	\$77	\$50	\$50	\$50	\$50
01.41401.605.00	Elections & Regis. - Postage	\$100	\$0	\$100	\$0	\$50	\$50	\$50	\$50
01.41401.630.00	Elections & Regis. - Meals	\$700	\$450	\$800	\$658	\$600	\$600	\$600	\$600
<b>DRA: Elections &amp; Registrations - 41401</b>		<b>\$9,800</b>	<b>\$9,679</b>	<b>\$12,450</b>	<b>\$13,496</b>	<b>\$9,600</b>	<b>\$11,620</b>	<b>\$11,620</b>	<b>\$11,620</b>
01.41411.114.00	TC/TC - Deputy Wages PT	\$17,470	\$21,416	\$18,411	\$12,373	\$23,922	\$23,922	\$23,922	\$23,615
01.41411.115.00	TC/TC - Assistant Wages PT	\$5,843	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0
01.41411.141.00	TC/TC - Salary	\$48,635	\$48,635	\$49,122	\$48,915	\$49,121	\$49,121	\$49,121	\$50,103
01.41411.311.00	TC/TC - Lien Searches	\$1,500	\$357	\$2,200	\$332	\$2,000	\$2,000	\$1,000	\$1,000
01.41411.330.00	TC/TC - Telephone	\$400	\$27	\$400	\$0	\$300	\$300	\$	\$
01.41411.331.00	TC/TC - Software	\$0	\$0	\$7,812	\$7,891	\$7,900	\$8,000	\$8,000	\$8,000
01.41411.540.00	TC/TC - Legal Notices/Advertising	\$250	\$320	\$250	\$401	\$330	\$400	\$400	\$400
01.41411.560.00	TC/TC - Dues & Subscriptions	\$80	\$205	\$80	\$80	\$80	\$80	\$80	\$80
01.41411.561.00	TC/TC - Training	\$1,000	\$260	\$750	\$0	\$750	\$700	\$500	\$500
01.41411.581.00	TC/TC - Mileage	\$1,350	\$846	\$1,350	\$519	\$1,350	\$1,350	\$1,000	\$1,000
01.41411.582.00	TC/TC - Conference/Travel	\$250	\$603	\$250	\$392	\$250	\$250	\$250	\$250
01.41411.583.00	TC/TC - Registry Redemptions	\$500	\$231	\$500	\$89	\$500	\$400	\$400	\$400
01.41411.605.00	TC/TC - Postage	\$6,300	\$4,325	\$5,000	\$4,347	\$5,000	\$5,000	\$5,000	\$5,000
01.41411.610.00	TC/TC - Dog Tags	\$350	\$192	\$350	\$277	\$300	\$300	\$300	\$300
01.41411.611.00	TC/TC - Office Supplies	\$2,000	\$2,614	\$2,800	\$1,745	\$2,800	\$2,800	\$2,200	\$2,200
<b>DRA: Town Clerk/Tax Collector - 41411</b>		<b>\$85,928</b>	<b>\$80,031</b>	<b>\$94,275</b>	<b>\$77,361</b>	<b>\$94,603</b>	<b>\$94,623</b>	<b>\$92,173</b>	<b>\$92,848</b>
01.41501.111.00	Fin. Admin. - Finance Officer Salary	\$48,480	\$48,480	\$48,965	\$48,759	\$50,555	\$50,555	\$50,555	\$52,000
01.41501.115.00	Fin. Admin. - Accounting Assistant Wages	\$0	\$0	\$0	\$0	\$14,976	\$14,976	\$14,144	\$14,977
01.41501.142.00	Fin. Admin. - Treasurer Salary PT	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$3,500
01.41501.142.02	Fin. Admin. - ABC Salary	\$0	\$0	\$0	\$0	\$600	\$600	\$600	\$600

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.41501.321.00	Fin. Admin - Professional Audit	\$14,000	\$12,950	\$14,000	\$12,910	\$12,000	\$12,000	\$12,000	\$12,000
01.41501.336.00	Fin. Admin. - Interest	\$0	\$0	\$0	\$37	\$0	\$0	\$0	\$0
01.41501.540.00	Fin. Admin. - Legal Notices/Advertising	\$1,800	\$1,476	\$1,000	\$2,136	\$1,500	\$2,000	\$2,000	\$2,000
01.41501.550.00	Fin. Admin. - Printing	\$2,000	\$2,166	\$2,000	\$1,631	\$2,000	\$2,000	\$2,000	\$2,000
01.41501.560.00	Fin. Admin. - Dues & Subscriptions	\$4,800	\$3,904	\$4,000	\$4,054	\$4,000	\$4,200	\$4,200	\$4,200
01.41501.561.00	Fin. Admin. - Training	\$2,000	\$1,195	\$0	\$0	\$500	\$300	\$300	\$300
01.41501.581.00	Fin. Admin. - Mileage	\$1,500	\$528	\$1,000	\$670	\$500	\$500	\$500	\$500
01.41501.582.00	Fin. Admin. - Conference/Travel	\$1,200	\$1,700	\$1,200	\$1,545	\$1,500	\$1,600	\$1,600	\$1,600
01.41501.605.00	Fin. Admin. - Postage/IT	\$3,000	\$2,881	\$2,000	\$1,864	\$2,500	\$2,200	\$2,200	\$2,200
01.41501.611.00	Fin. Admin. - Office Supplies	\$4,000	\$1,832	\$3,000	\$3,375	\$2,000	\$3,000	\$3,000	\$3,000
01.41501.612.00	Fin. Admin. - Kitchen Supplies	\$200	\$198	\$0	\$135	\$200	\$200	\$200	\$200
01.41501.640.00	Fin. Admin. - Reference Materials	\$0	\$142	\$200	\$0	\$200	\$0	\$0	\$0
01.41501.750.00	Fin. Admin. - New Equipment	\$500	\$303	\$500	\$145	\$500	\$500	\$500	\$500
<b>DRA: Financial Administration - 41501</b>		<b>\$88,596</b>	<b>\$82,871</b>	<b>\$82,981</b>	<b>\$82,377</b>	<b>\$98,647</b>	<b>\$99,747</b>	<b>\$98,915</b>	<b>\$99,577</b>
01.41502.330.01	Fin. Admin. - Telephone - Landlines	\$1,200	\$1,509	\$1,800	\$1,324	\$1,600	\$1,600	\$1,600	\$1,600
01.41502.331.00	Fin. Admin. - Computer Software	\$1,000	\$24	\$1,000	\$2,554	\$500	\$500	\$500	\$500
01.41502.332.00	Fin. Admin. - Computer Services	\$38,500	\$34,832	\$35,000	\$30,033	\$55,000	\$45,000	\$45,000	\$45,000
01.41502.333.00	Fin. Admin. - PEG Access	\$1,000	\$0	\$500	\$0	\$500	\$0	\$0	\$0
01.41502.334.00	Fin. Admin. - Software Support Services	\$24,500	\$26,577	\$15,400	\$18,402	\$15,000	\$19,000	\$19,000	\$19,000
01.41502.341.00	Fin. Admin. - Printer/Copier/Fax Lease Agreements	\$8,200	\$8,244	\$8,200	\$7,732	\$5,500	\$2,500	\$2,500	\$2,500
01.41502.342.00	Fin. Admin. - Alarms	\$1,500	\$1,885	\$1,500	\$2,281	\$1,500	\$2,000	\$2,000	\$2,000
01.41502.430.00	Fin. Admin. - M & R	\$2,500	\$1,228	\$2,500	\$278	\$2,000	\$1,000	\$1,000	\$1,000
01.41502.561.00	Fin. Admin. - Training	\$0	\$0	\$2,000	\$2,596	\$2,000	\$2,000	\$2,000	\$2,000
01.41502.750.00	Fin. Admin. - Computer Hardware (New Equipment)	\$3,000	\$2,774	\$11,000	\$6,938	\$3,000	\$8,000	\$8,000	\$8,000
<b>DRA: IT Expenses - 41502</b>		<b>\$81,400</b>	<b>\$77,073</b>	<b>\$78,900</b>	<b>\$72,138</b>	<b>\$86,600</b>	<b>\$81,600</b>	<b>\$81,600</b>	<b>\$81,600</b>
01.41521.320.00	Assessing - Assessing Firms	\$30,000	\$27,600	\$31,200	\$31,350	\$31,200	\$32,000	\$32,000	\$32,000
01.41521.550.00	Assessing - Tax Maps								\$ 1,200
01.41521.581.00	Assessing - Mileage	\$600	\$449	\$500	\$385	\$500	\$500	\$500	\$500
<b>DRA: Assessing - 41521</b>		<b>\$30,600</b>	<b>\$28,049</b>	<b>\$31,700</b>	<b>\$31,735</b>	<b>\$31,700</b>	<b>\$32,500</b>	<b>\$32,500</b>	<b>\$33,700</b>
01.41531.000.00	Legal Expense - General	\$17,000	\$8,802	\$20,000	\$12,672	\$10,000	\$12,000	\$12,000	\$12,000
01.41531.000.02	Legal Expense - Fairpoint	\$0	\$2,093	\$5,000	\$1,113	\$5,000	\$3,000	\$3,000	\$3,000
<b>DRA: Legal Fees - 41531</b>		<b>\$17,000</b>	<b>\$10,895</b>	<b>\$25,000</b>	<b>\$13,785</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
01.41551.190.00	Personnel Admin. - Bonus	\$19,306	\$13,976	\$0	\$0	\$0	\$0	\$0	\$0
01.41551.191.00	Personnel Admin. - Pay in Lieu of Vacation	\$5,000	\$4,476	\$15,288	\$9,425	\$10,000	\$15,500	\$10,000	\$10,000
01.41551.211.00	Personnel Admin. - Health Insurance	\$455,380	\$347,388	\$403,000	\$300,804	\$382,333	\$370,588	\$370,588	\$378,956
01.41551.211.01	FSA - through Health Trust	\$0	\$0	\$0	\$9,750	\$690	\$792	\$792	\$792
01.41551.215.00	Personnel Admin. - Health Insurance Buy Out	\$4,000	\$11,651	\$7,634	\$13,968	\$17,000	\$12,452	\$12,452	\$12,452
01.41551.216.00	Personnel Admin. - Dental Insurance	\$0	\$0	\$24,000	\$17,573	\$22,080	\$18,109	\$18,109	\$18,967
01.41551.220.00	Personnel Admin. - SS	\$59,721	\$50,964	\$55,550	\$61,184	\$64,664	\$65,000	\$65,000	\$67,189
01.41551.225.00	Personnel Admin. - MC	\$22,493	\$19,377	\$21,210	\$21,965	\$22,795	\$26,000	\$26,000	\$26,708
01.41551.230.01	Personnel Admin. - Retirement - Group I	\$70,498	\$61,014	\$65,650	\$80,141	\$74,016	\$66,000	\$66,000	\$74,230
01.41551.230.02	Personnel Admin. - Retirement - Group II Police	\$143,333	\$147,971	\$132,310	\$105,873	\$135,998	\$140,000	\$140,000	\$142,027



TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.41551.230.03	Personnel Admin. - Retirement - Group II Fire	\$0	\$0	\$30,300	\$32,246	\$33,363	\$40,000	\$40,000	\$40,772
01.41551.250.00	Personnel Admin. - Unemployment	\$4,007	\$4,144	\$4,500	\$3,067	\$4,500	\$3,010	\$3,010	\$3,010
01.41551.260.00	Personnel Admin. - Worker's Compensation	\$43,343	\$43,736	\$44,000	\$50,105	\$39,222	\$38,685	\$38,685	\$39,399
01.41551.299.00	Personnel Admin. - Fire Accident & Health Ins.	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461
01.41551.415.00	Personnel Admin. - Background Check	\$0	\$0	\$200	\$316	\$300	\$300	\$300	\$300
01.41551.615.00	Personnel. Admin. - Special Awards/Flowers	\$500	\$523	\$500	\$1,496	\$2,000	\$1,500	\$1,500	\$1,500
01.41551.630.00	Personnel. Admin. - Food/Meetings	\$500	\$0	\$250	\$256	\$250	\$250	\$250	\$250
<b>DRA: Personnel Administration - 41551</b>		<b>\$833,542</b>	<b>\$710,681</b>	<b>\$809,853</b>	<b>\$713,630</b>	<b>\$814,672</b>	<b>\$803,647</b>	<b>\$798,147</b>	<b>\$822,013</b>
01.41911.112.00	P & Z - Administrator Wages	\$50,690	\$51,421	\$51,197	\$51,343	\$53,297	\$53,290	\$53,290	\$56,165
01.41911.130.00	P & Z - Overtime	\$3,535	\$393	\$1,000	\$1,033	\$1,500	\$1,500	\$1,500	\$1,500
01.41911.330.01	P & Z - Telephone - Landline	\$1,600	\$678	\$800	\$763	\$880	\$880	\$880	\$880
01.41911.330.03	P & Z - Telephone - Cell Phone Reimbursement	\$0	\$720	\$720	\$690	\$720	\$720	\$720	\$720
01.41911.331.00	P & Z - Software	\$0	\$0	\$1,185	\$1,257	\$1,185	\$1,300	\$1,300	\$1,300
01.41911.332.00	P & Z - Outside Consulting	\$1,050	\$175	\$1,050	\$683	\$1,050	\$1,050	\$1,050	\$1,050
01.41911.350.00	P & Z - Legal Expense	\$30,000	\$13,941	\$30,000	\$42,328	\$30,000	\$30,000	\$30,000	\$30,000
01.41911.430.00	P & Z - Vehicle M & R	\$850	\$1,416	\$2,000	\$917	\$850	\$850	\$850	\$850
01.41911.444.00	P & Z - Equipment Lease	\$2,500	\$3,002	\$2,650	\$2,601	\$3,200	\$3,200	\$3,200	\$3,200
01.41911.501.00	P & Z - Strafford County Regional Planning	\$5,020	\$5,020	\$5,025	\$5,025	\$5,075	\$5,162	\$5,150	\$5,162
01.41911.502.00	P & Z - Recording Fees	\$50	\$3	\$50	\$41	\$50	\$50	\$50	\$50
01.41911.540.00	P & Z - Legal Notices & Advertising	\$5,400	\$6,028	\$4,500	\$4,385	\$6,300	\$6,300	\$6,300	\$6,300
01.41911.560.00	P & Z - Dues & Subscriptions	\$400	\$35	\$400	\$145	\$400	\$400	\$400	\$400
01.41911.561.00	P & Z - Training	\$1,000	\$130	\$1,000	\$898	\$1,000	\$1,000	\$1,000	\$1,000
01.41911.581.00	P & Z - Mileage	\$100	\$0	\$100	\$71	\$100	\$100	\$100	\$100
01.41911.605.00	P & Z - Postage	\$1,900	\$494	\$1,700	\$1,328	\$1,700	\$1,700	\$1,700	\$1,700
01.41911.611.00	P & Z - Office Supplies	\$1,100	\$1,066	\$1,100	\$1,744	\$1,100	\$1,100	\$1,100	\$1,100
01.41911.621.00	P & Z - Heat	\$0	\$66	\$0	\$0	\$0	\$0	\$0	\$0
01.41911.622.00	P & Z - Electricity	\$1,250	\$774	\$1,250	\$1,035	\$1,250	\$1,250	\$1,250	\$1,250
01.41911.626.00	P & Z - Gas/Oil Vehicle	\$950	\$291	\$950	\$306	\$950	\$750	\$750	\$750
01.41911.640.00	P & Z - Resource Materials	\$250	\$335	\$250	\$105	\$250	\$250	\$250	\$250
01.41911.750.00	P & Z - New Equipment	\$300	\$0	\$300	\$472	\$300	\$300	\$300	\$300
<b>DRA: Planning &amp; Zoning - 41911</b>		<b>\$107,945</b>	<b>\$ 85,988</b>	<b>\$107,227</b>	<b>\$117,170</b>	<b>\$111,157</b>	<b>\$111,152</b>	<b>\$111,140</b>	<b>\$114,027</b>
01.41941.112.00	Govt. Buildings - Maintenance Wages FT	\$38,785	\$39,145	\$39,173	\$39,242	\$31,076	\$0	\$0	\$0
01.41941.115.00	Govt. Buildings - Maintenance Wages PT	\$12,625	\$10,833	\$12,752	\$15,053	\$24,648	\$55,084	\$55,084	\$57,402
01.41941.130.00	Govt. Buildings - Overtime	\$808	\$280	\$800	\$508	\$0	\$0	\$0	\$0
01.41941.330.03	Govt. Buildings - Telephone - Cell Phone Reimburse	\$360	\$360	\$360	\$330	\$720	\$720	\$720	\$720
01.41941.424.00	Govt. Buildings - Landscape	\$500	\$442	\$500	\$360	\$500	\$500	\$500	\$500
01.41941.430.00	Govt. Buildings - M & R	\$15,000	\$18,906	\$17,000	\$15,675	\$20,000	\$20,000	\$20,000	\$20,000
01.41941.441.00	Govt. Buildings - Uniforms	\$300	\$249	\$300	\$281	\$400	\$400	\$400	\$400
01.41941.581.00	Govt. Buildings - Mileage	\$500	\$418	\$500	\$356	\$500	\$500	\$500	\$500
01.41941.610.01	Govt. Buildings - Supplies	\$6,370	\$3,472	\$6,000	\$5,249	\$4,000	\$5,000	\$5,000	\$5,000
01.41941.610.02	Govt. Buildings - Supplies - Energy Committee	\$200	\$0	\$200	\$0	\$9,900	\$1,500	\$1,500	\$1,500
01.41941.610.03	Govt. Buildings - Supplies - Sustainability Commit	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000
01.41941.613.01	Govt. Buildings - Water - Safety Complex	\$0	\$221	\$100	\$20	\$100	\$100	\$100	\$100
01.41941.613.02	Govt. Buildings - Bottled Water - Town Hall	\$800	\$131	\$800	\$61	\$200	\$200	\$200	\$200

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.41941.622.01	Govt. Buildings - Electricity - Caution Lights	\$0	\$690	\$720	\$703	\$720	\$720	\$720	\$720
01.41941.622.03	Govt. Buildings - Electricity - Tennis Court	\$0	\$348	\$360	\$348	\$360	\$360	\$360	\$360
01.41941.622.04	Govt. Buildings - Electricity - Town Hall	\$6,000	\$2,450	\$4,000	\$3,242	\$3,500	\$3,500	\$3,500	\$3,500
01.41941.622.05	Govt. Buildings - Electricity - Triangle - Holiday	\$0	\$89	\$150	\$104	\$150	\$150	\$150	\$150
01.41941.622.06	Govt. Buildings - Electricity - Vault	\$0	\$258	\$300	\$272	\$300	\$300	\$300	\$300
01.41941.623.00	Govt. Buildings - Heat - Town Hall Complex	\$6,000	\$4,093	\$4,000	\$5,706	\$4,000	\$6,000	\$6,000	\$6,000
01.41941.623.01	Govt. Buildings - Heat - Safety Complex	\$0	\$0	\$0	\$104	\$0	\$400	\$400	\$400
01.41941.760.00	Govt. Buildings - JLSC	\$500	\$0	\$500	\$0	\$500	\$500	\$250	\$250
<b>DRA: Government Buildings - 41941</b>		<b>\$88,748</b>	<b>\$82,385</b>	<b>\$88,515</b>	<b>\$87,614</b>	<b>\$102,574</b>	<b>\$96,934</b>	<b>\$96,684</b>	<b>\$99,002</b>
01.41951.112.00	Cemetery - Labor	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.114.00	Cemetery - Superintendent Salary	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600
01.41951.142.01	Cemetery - Trustees Salary	\$0	\$0	\$0	\$0	\$300	\$300	\$300	\$300
01.41951.430.00	Cemetery - M & R	\$4,500	\$5,966	\$5,400	\$150	\$0	\$0	\$0	\$0
01.41951.605.00	Cemetery - Postage	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.610.00	Cemetery - Flags	\$414	\$613	\$0	\$0	\$0	\$400	\$400	\$400
01.41951.611.00	Cemetery - Office Supplies	\$800	\$79	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.626.00	Cemetery - Gas/Oil/Fuel	\$0	\$48	\$0	\$243	\$0	\$0	\$0	\$0
01.41951.740.00	Cemetery - Capital Improvements, Fences, etc.	\$1,000	\$5,286	\$0	\$4,800	\$5,400	\$5,000	\$5,000	\$5,000
01.41951.753.00	Cemetery - Memorial Replacement	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DRA: Cemetery - 41951</b>		<b>\$13,114</b>	<b>\$12,593</b>	<b>\$ 6,000</b>	<b>\$ 5,793</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>
01.41961.000.00	Insurance - Property Liability	\$43,274	\$43,205	\$45,500	\$45,474	\$42,495	\$44,096	\$44,096	\$44,096
<b>DRA: Insurance - 41961</b>		<b>\$43,274</b>	<b>\$43,205</b>	<b>\$45,500</b>	<b>\$45,474</b>	<b>\$42,495</b>	<b>\$44,096</b>	<b>\$44,096</b>	<b>\$44,096</b>
01.41991.000.00	Other General Government	\$0	\$0	\$8,097	\$0	\$1,136	\$45,000	\$65,000	\$
01.41991.111.00	Other Gen. Govt. - Retro. Increase - FT Salaried	\$0	\$0	\$0	\$5,850	\$0	\$0	\$0	\$0
01.41991.112.00	Other Gen. Govt. - Retro. Increase - FT Hourly	\$0	\$0	\$0	\$2,967	\$0	\$0	\$0	\$0
01.41991.115.00	Other Gen. Govt. - Retro. Increase - PT Hourly	\$0	\$0	\$0	\$857	\$0	\$0	\$0	\$0
01.41991.123.00	Other Gen. Govt. - Bonus	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0
<b>DRA: Other General Government - 41991</b>		<b>\$0</b>	<b>\$0</b>	<b>\$8,097</b>	<b>\$10,674</b>	<b>\$1,136</b>	<b>\$45,000</b>	<b>\$65,000</b>	<b>\$</b>
01.42101.111.00	Police - Chief Salary	\$80,280	\$79,223	\$80,280	\$80,460	\$81,608	\$81,608	\$81,608	\$83,240
01.42101.112.01	Police - Sergeant Wages	\$56,940	\$9,269	\$99,965	\$0	\$55,536	\$55,536	\$55,536	\$56,647
01.42101.112.02	Police - Senior Patrol Wages	\$99,117	\$73,408	\$99,117	\$86,074	\$94,087	\$98,384	\$97,892	\$99,864
01.42101.112.03	Police - Patrol Wages	\$189,852	\$209,999	\$150,327	\$142,501	\$93,704	\$89,253	\$89,253	\$142,196
01.42101.112.04	Police - Secretary Wages	\$42,494	\$43,161	\$42,494	\$44,924	\$46,297	\$46,297	\$46,297	\$48,267
01.42101.112.05	Police - Officer Holiday Pay	\$14,569	\$11,783	\$14,569	\$13,734	\$14,211	\$16,019	\$16,019	\$16,339
01.42101.112.06	Police - Detective	\$0	\$14,074	\$0	\$0	\$	\$47,000	\$47,000	\$47,000
01.42101.112.07	Police - Corporal	\$0	\$10,863	\$0	\$51,690	\$51,210	\$51,189	\$51,189	\$
01.42101.115.01	Police - PT Patrol Officer	\$0	\$1,056	\$0	\$33,735	\$33,962	\$35,293	\$35,293	\$35,999
01.42101.130.01	Police - Officer Overtime	\$17,246	\$18,962	\$17,246	\$19,733	\$20,000	\$29,906	\$29,906	\$29,906
01.42101.130.02	Police - Secretary Overtime	\$0	\$696	\$0	\$156	\$0	\$0	\$0	\$0
01.42101.320.00	Police - CALEA	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.42101.330.01	Police - Telephone - Landlines	\$4,250	\$2,012	\$5,626	\$1,838	\$5,626	\$2,160	\$2,160	\$2,160
01.42101.330.02	Police - Telephone - Cell Phones	\$0	\$3,018	\$0	\$2,753	\$0	\$5,000	\$5,000	\$5,000

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS w/Wage Adj
							Dept Head	ABC	
01.42101.330.03	Police - Telephone - Cell Phone Reimbursement	\$0	\$360	\$0	\$520	\$0	\$720	\$720	\$720
01.42101.335.00	Police - Evidence	\$300	\$523	\$300	\$1,221	\$300	\$800	\$800	\$800
01.42101.350.00	Police - Attorney	\$7,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.42101.431.00	Police - Vehicle Repair	\$13,500	\$12,616	\$13,500	\$16,537	\$13,500	\$13,500	\$13,500	\$13,500
01.42101.432.00	Police - Radio Repair	\$1,100	\$774	\$1,950	\$370	\$1,950	\$1,950	\$1,950	\$1,950
01.42101.441.00	Police - Uniforms	\$3,600	\$10,977	\$5,000	\$10,444	\$5,000	\$5,000	\$5,000	\$5,000
01.42101.444.00	Police - Lease Agreements/Contracts	\$12,800	\$11,165	\$13,500	\$12,327	\$16,413	\$16,413	\$16,413	\$16,413
01.42101.555.00	Police - Printing	\$1,500	\$58	\$1,000	\$823	\$1,000	\$1,000	\$1,000	\$1,000
01.42101.560.00	Police - Dues	\$500	\$100	\$500	\$250	\$500	\$500	\$500	\$500
01.42101.561.00	Police - Training	\$4,500	\$3,672	\$5,500	\$7,586	\$7,500	\$7,500	\$7,500	\$7,500
01.42101.611.00	Police - Supplies	\$2,500	\$4,008	\$3,500	\$3,334	\$3,500	\$3,500	\$3,500	\$3,500
01.42101.621.00	Police - Heat	\$8,000	\$3,665	\$8,000	\$4,781	\$8,000	\$8,000	\$6,000	\$6,000
01.42101.622.00	Police - Electricity	\$10,250	\$8,989	\$10,250	\$9,134	\$10,250	\$10,250	\$10,250	\$10,250
01.42101.626.00	Police - Gas/Oil/ Vehicles	\$27,000	\$16,454	\$27,000	\$21,137	\$27,000	\$27,000	\$27,000	\$27,000
01.42101.750.00	Police - New Equipment	\$7,000	\$25,428	\$43,200	\$51,709	\$43,200	\$43,200	\$43,200	\$43,200
<b>DRA: Police Department - 42101</b>		<b>\$608,431</b>	<b>\$576,313</b>	<b>\$642,824</b>	<b>\$617,771</b>	<b>\$634,354</b>	<b>\$696,978</b>	<b>\$694,486</b>	<b>\$703,951</b>
01.42111.531.01	UNH Dispatch	\$10,000	\$8445	\$8,445	\$8,445	\$8,445	\$8,445	\$8,445	\$8,445
01.42111.531.02	Strafford County Dispatch	\$6,712	\$6,712	\$6,712	\$6,712	\$10,407	\$10,407	\$10,407	\$ 6,712
<b>DRA: Dispatch - Police &amp; Fire - 42111</b>		<b>\$16,712</b>	<b>\$15,157</b>	<b>\$15,157</b>	<b>\$15,157</b>	<b>\$18,852</b>	<b>\$18,852</b>	<b>\$18,852</b>	<b>\$15,157</b>
01.42151.500.00	Ambulance	\$20,179	\$20,179	\$18,516	\$13,887	\$19,776	\$19,963	\$19,963	\$19,963
<b>DRA: Ambulance - 42151</b>		<b>\$20,179</b>	<b>\$20,179</b>	<b>\$18,516</b>	<b>\$13,887</b>	<b>\$19,776</b>	<b>\$19,963</b>	<b>\$19,963</b>	<b>\$19,963</b>
01.42201.111.00	Fire - Chief Salary	\$57,570	\$58,068	\$65,691	\$62,888	\$70,700	\$70,700	\$70,700	\$72,127
01.42201.112.05	Fire - FT Lieutenant Wages	\$38,571	\$39,143	\$39,736	\$39,056	\$45,177	\$50,398	\$50,398	\$51,406
01.42201.112.07	Fire - FT FF Holiday Wages	\$3,030	\$0	\$3,030	\$0	\$3,030	\$3,030	\$3,030	\$3,030
01.42201.114.00	Fire - PT Deputy Salary	\$7,682	\$7,682	\$7,759	\$7,726	\$7,836	\$7,836	\$7,836	\$7,993
01.42201.115.05	Fire - PT FF Wages	\$30,498	\$29,206	\$31,419	\$38,728	\$102,184	\$116,626	\$116,626	\$118,959
01.42201.115.06	Fire - PT LT Wages	\$21,496	\$14,648	\$21,840	\$4,051	\$0	\$0	\$0	\$0
01.42201.116.05	Fire - On Call Lieutenant Wages	\$0	\$3,691	\$0	\$151	\$0	\$0	\$0	\$0
01.42201.116.06	Fire - On Call Firefighter Wages	\$47,470	\$29,873	\$47,470	\$35,465	\$47,470	\$47,470	\$47,470	\$48,419
01.42201.119.00	Fire - Night Shift Incentive	\$23,000	\$20,093	\$23,000	\$20,775	\$23,000	\$23,000	\$23,000	\$23,000
01.42201.130.00	Fire - Overtime	\$5,050	\$3,910	\$4,000	\$3,584	\$5,000	\$5,000	\$5,000	\$5,000
01.42201.330.01	Fire - Telephone - Landlines	\$3,200	\$1,624	\$1,700	\$1,487	\$1,700	\$1,700	\$1,700	\$1,700
01.42201.431.01	Fire - Equipment M & R	\$8,500	\$9,269	\$8,500	\$4,239	\$9,500	\$9,500	\$9,500	\$9,500
01.42201.431.02	Fire - Vehicle Equipment M & R	\$8,000	\$10,299	\$8,000	\$13,968	\$10,000	\$10,000	\$10,000	\$10,000
01.42201.432.00	Fire - Radio Repair	\$3,000	\$2,931	\$3,000	\$1,010	\$3,000	\$3,000	\$3,000	\$3,000
01.42201.441.00	Fire - Uniforms	\$1,800	\$2,221	\$2,000	\$3,456	\$2,500	\$2,500	\$2,500	\$2,500
01.42201.444.00	Fire - Lease Agreements/Contracts	\$8,500	\$10,130	\$9,000	\$6,947	\$11,500	\$11,500	\$11,500	\$11,500
01.42201.555.01	Fire - Printing	\$100	\$106	\$50	\$1,022	\$50	\$50	\$50	\$50
01.42201.555.02	Fire - Fire Prevention Safety	\$500	\$0	\$500	\$290	\$500	\$500	\$500	\$500
01.42201.560.00	Fire - Dues/Subscriptions	\$6,000	\$5,736	\$6,000	\$3,900	\$6,000	\$6,000	\$6,000	\$6,000
01.42201.561.00	Fire - Training	\$10,000	\$12,112	\$10,000	\$13,196	\$10,000	\$10,000	\$10,000	\$10,000
01.42201.582.00	Fire - Conference/Travel	\$1,000	\$231	\$1,000	\$60	\$1,000	\$1,000	\$1,000	\$1,000
01.42201.605.00	Fire - Postage	\$50	\$18	\$50	\$6	\$50	\$50	\$50	\$50

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS w/Wage Adj
							Dept Head	ABC	
01.42201.611.01	Fire - Office Supplies	\$2,000	\$1,110	\$2,000	\$1,776	\$1,500	\$1,500	\$1,500	\$1,500
01.42201.611.02	Fire - Supplies	\$1,000	\$1,978	\$1,000	\$2,188	\$1,000	\$1,000	\$1,000	\$1,000
01.42201.611.03	Fire - Medical Supplies	\$2,000	\$1,083	\$2,000	\$2,878	\$3,000	\$3,000	\$3,000	\$3,000
01.42201.613.00	Fire - Bottled Water	\$450	\$474	\$450	\$492	\$500	\$500	\$500	\$500
01.42201.621.00	Fire - Heat	\$8,000	\$3,665	\$8,000	\$4,780	\$8,000	\$8,000	\$6,000	\$6,000
01.42201.622.00	Fire - Electricity	\$10,250	\$8,989	\$10,250	\$9,090	\$10,250	\$10,250	\$10,250	\$10,250
01.42201.626.00	Fire - Gas/Oil/Fuel	\$2,500	\$1,195	\$2,500	\$1,204	\$1,500	\$1,500	\$1,500	\$1,500
01.42201.627.00	Fire - Diesel Fuel	\$8,000	\$6,884	\$8,000	\$6,354	\$7,500	\$7,500	\$7,500	\$7,500
01.42201.631.00	Fire - Special Events	\$500	\$216	\$500	\$849	\$500	\$500	\$500	\$500
01.42201.632.00	Fire - Personal Protective Equipment	\$20,000	\$22,425	\$20,000	\$12,183	\$20,000	\$20,000	\$20,000	\$20,000
01.42201.750.00	Fire - New Equipment	\$15,000	\$40,875	\$15,000	\$26,626	\$20,000	\$20,000	\$20,000	\$20,000
<b>DRA: Fire Department - 42201</b>		<b>\$354,717</b>	<b>\$349,885</b>	<b>\$363,445</b>	<b>\$330,425</b>	<b>\$433,947</b>	<b>\$453,610</b>	<b>\$451,610</b>	<b>\$457,485</b>
01.42401.115.00	Code Enforce. - Building Inspector Wages	\$28,280	\$24,504	\$28,563	\$33,550	\$42,000	\$42,000	\$42,000	\$53,549
01.42401.130.00	Code Enforce. - Overtime	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Code Enforcement - 42401</b>		<b>\$28,280</b>	<b>\$24,504</b>	<b>\$28,563</b>	<b>\$33,550</b>	<b>\$43,000</b>	<b>\$43,000</b>	<b>\$43,000</b>	<b>\$54,549</b>
01.42901.113.00	EOC - Assist. Emergency Management Director Wage	\$500	\$1,500	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.42901.116.00	EOC - Emergency Management Wages	\$500	\$100	\$600	\$600	\$600	\$600	\$600	\$600
01.42901.611.00	EOC - Supplies	\$6,000	\$5,504	\$6,000	\$413	\$6,000	\$6,000	\$6,000	\$6,000
<b>DRA: Emergency Management - 42901</b>		<b>\$7,000</b>	<b>\$7,104</b>	<b>\$7,600</b>	<b>\$2,013</b>	<b>\$7,600</b>	<b>\$7,600</b>	<b>\$7,600</b>	<b>\$7,600</b>
01.43111.111.00	Highway - Road Agent Salary	\$63,137	\$63,137	\$63,769	\$63,500	\$66,406	\$66,406	\$66,406	\$68,735
01.43111.112.01	Highway - Road Agent Asst. Wages	\$43,584	\$44,498	\$44,020	\$43,274	\$46,030	\$46,030	\$46,030	\$47,845
01.43111.112.02	Highway - FT Wages	\$41,066	\$41,959	\$41,477	\$41,112	\$43,987	\$43,987	\$43,992	\$45,766
01.43111.112.03	Highway - Holiday Wages	\$4,040	\$0	\$4,040	\$2,961	\$1,280	\$1,280	\$1,280	\$1,280
01.43111.116.00	Highway - PT On Call Wages	\$6,565	\$4,227	\$7,000	\$9,455	\$9,000	\$12,000	\$12,000	\$12,000
01.43111.130.00	Highway - Overtime	\$9,090	\$3,662	\$9,090	\$7,713	\$9,090	\$9,500	\$9,500	\$9,500
01.43111.306.00	Highway - Miscellaneous/Engineering	\$6,000	\$599	\$5,500	\$1,288	\$5,500	\$5,500	\$5,500	\$5,500
01.43111.320.01	Highway - Police Details/Traffic Control	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000
01.43111.330.01	Highway - Telephone - Landlines	\$1,520	\$467	\$780	\$579	\$780	\$820	\$820	\$820
01.43111.330.02	Highway - Telephone - Cell Phone Reimbursement	\$0	\$1,130	\$1,080	\$1,107	\$1,080	\$1,080	\$1,080	\$1,080
01.43111.414.00	Highway - Medical Drug Testing	\$750	\$576	\$750	\$345	\$750	\$750	\$750	\$750
01.43111.424.00	Highway - Parks & Grounds Maintenance	\$11,250	\$10,778	\$11,250	\$6,229	\$12,000	\$7,000	\$7,000	\$7,000
01.43111.430.00	Highway - Subcontracted Repairs	\$6,000	\$905	\$5,500	\$1,949	\$5,500	\$5,000	\$5,000	\$5,000
01.43111.431.01	Highway - Parts/In House Repairs	\$14,500	\$11,593	\$14,500	\$11,251	\$14,500	\$13,500	\$13,500	\$13,500
01.43111.431.02	Highway - Wear Edges (Plows & Equipment)	\$3,500	\$3,193	\$3,500	\$3,555	\$3,500	\$3,500	\$3,500	\$3,500
01.43111.431.03	Highway - Building M & R	\$2,500	\$1,880	\$2,500	\$0	\$3,000	\$3,000	\$2,500	\$2,500
01.43111.441.00	Highway - Uniforms	\$1,700	\$1,435	\$1,500	\$1,794	\$2,300	\$2,500	\$2,500	\$2,500
01.43111.442.00	Highway - Rented and Hired Equipment	\$16,000	\$6,780	\$16,000	\$17,541	\$16,000	\$16,000	\$16,000	\$16,000
01.43111.450.00	Highway - Signs & Warning Devices	\$2,500	\$3,101	\$2,500	\$2,655	\$2,000	\$1,750	\$1,750	\$1,750
01.43111.451.00	Highway - Tires	\$2,500	\$1,356	\$2,500	\$2,098	\$2,500	\$2,000	\$2,000	\$2,000
01.43111.611.01	Highway - Office Supplies	\$250	\$170	\$250	\$61	\$250	\$250	\$250	\$250
01.43111.611.02	Highway - Supplies - Other	\$3,500	\$3,198	\$3,500	\$3,525	\$3,500	\$4,000	\$4,000	\$4,000
01.43111.621.00	Highway - Heat	\$6,500	\$2,014	\$5,967	\$2,999	\$5,000	\$5,000	\$4,000	\$4,000
01.43111.622.01	Highway - Electricity - Annex 0436214010	\$1,750	\$806	\$900	\$840	\$950	\$1,000	\$1,000	\$1,000

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS w/Wage Adj
							Dept Head	ABC	
01.43111.622.02	Highway - Electricity - Salt Shed 0436214510	\$0	\$911	\$850	\$877	\$950	\$1,000	\$1,000	\$1,000
01.43111.626.00	Highway - Gas	\$5,935	\$3,238	\$5,940	\$3,709	\$5,940	\$5,940	\$5,940	\$5,940
01.43111.627.00	Highway - Diesel	\$17,625	\$4,682	\$15,000	\$10,469	\$13,750	\$13,750	\$13,750	\$13,750
01.43111.650.00	Highway - Paving & Asphalt Products	\$170,000	\$163,428	\$175,000	\$189,621	\$175,000	\$175,000	\$175,000	\$175,000
01.43111.651.00	Highway - Stone/Sand/Gravel	\$9,500	\$9,432	\$8,000	\$6,768	\$9,000	\$9,000	\$9,000	\$9,000
01.43111.652.00	Highway - Culverts/Guard Rails +	\$6,000	\$1,797	\$5,000	\$2,135	\$5,000	\$5,000	\$5,000	\$5,000
01.43111.653.00	Highway - Salt/Sand/Magnesium	\$26,500	\$13,208	\$28,000	\$22,185	\$28,000	\$28,000	\$28,000	\$28,000
01.43111.750.00	Highway - New Equipment/Tools	\$1,500	\$581	\$1,000	\$713	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Highway Department - 43111</b>		<b>\$485,262</b>	<b>\$404,741</b>	<b>\$486,663</b>	<b>\$462,308</b>	<b>\$493,543</b>	<b>\$493,543</b>	<b>\$492,048</b>	<b>\$497,967</b>
01.43211.111.00	Transfer Station - Manager	\$48,388	\$48,388	\$48,872	\$48,666	\$48,872	\$48,872	\$45,000	\$47,940
01.43211.112.00	Transfer Station - FT Wages	\$33,771	\$35,338	\$37,815	\$37,994	\$38,189	\$38,189	\$38,189	\$38,953
01.43211.115.00	Transfer Station - PT Wages	\$36,526	\$35,790	\$37,875	\$40,642	\$40,546	\$40,546	\$40,546	\$41,357
01.43211.115.01	Transfer Station - PT Clerical Wages	\$100	\$0	\$100	\$0	\$100	\$100	\$100	\$100
01.43211.130.00	Transfer Station - Overtime	\$1,616	\$0	\$1,400	\$184	\$1,400	\$1,400	\$1,400	\$1,400
01.43211.306.00	Transfer Station - Engineering	\$100	\$0	\$100	\$0	\$100	\$0	\$0	\$0
01.43211.312.00	Transfer Station - Compliance	\$200	\$123	\$200	\$0	\$200	\$200	\$200	\$200
01.43211.330.01	Transfer Station - Telephone - Landlines	\$735	\$640	\$400	\$448	\$450	\$450	\$450	\$450
01.43211.330.03	Transfer Station - Telephone - Cell Phone Reimburs	\$0	\$360	\$400	\$360	\$360	\$360	\$360	\$360
01.43211.332.00	Transfer Station - Internet Provider	\$0	\$0	\$0	\$919	\$1,300	\$1,300	\$1,300	\$1,300
01.43211.421.01	Transfer Station - Recycling Expense	\$2,000	\$902	\$2,000	\$1,784	\$2,000	\$2,000	\$2,000	\$2,000
01.43211.421.02	Transfer Station - CFC Removal	\$200	\$0	\$200	\$0	\$200	\$200	\$200	\$200
01.43211.425.00	Transfer Station - Grounds Maintenance	\$2,500	\$2,767	\$2,000	\$564	\$2,000	\$2,000	\$1,500	\$1,500
01.43211.431.00	Transfer Station - Equipment M & R	\$7,000	\$5,535	\$7,000	\$10,610	\$7,000	\$7,000	\$7,000	\$7,000
01.43211.441.00	Transfer Station - Uniforms	\$1,500	\$2,088	\$1,500	\$1,620	\$2,200	\$2,200	\$2,500	\$2,500
01.43211.441.02	Transfer Station - Volunteer T Shirts	\$200	\$0	\$200	\$0	\$100	\$0	\$0	\$0
01.43211.445.00	Transfer Station - Porta Potty	\$700	\$576	\$700	\$650	\$725	\$650	\$650	\$650
01.43211.555.00	Transfer Station - Printing	\$1,450	\$1,008	\$450	\$565	\$1,450	\$1,450	\$1,450	\$1,450
01.43211.560.00	Transfer Station - Dues & Subscriptions	\$400	\$427	\$400	\$377	\$450	\$450	\$450	\$450
01.43211.561.00	Transfer Station - Training	\$1,600	\$1,077	\$1,000	\$1,165	\$900	\$900	\$1,500	\$1,500
01.43211.581.00	Transfer Station - Mileage	\$0	\$765	\$300	\$996	\$700	\$700	\$800	\$800
01.43211.582.00	Transfer Station - Conference & Travel	\$400	\$0	\$400	\$25	\$400	\$400	\$400	\$400
01.43211.605.00	Transfer Station - Postage	\$50	\$20	\$50	\$1	\$25	\$25	\$25	\$25
01.43211.611.00	Transfer Station - Office Supplies	\$1,800	\$467	\$1,500	\$443	\$1,000	\$1,000	\$ 750	\$ 750
01.43211.611.02	Transfer Station - Other	\$500	\$85	\$500	\$160	\$500	\$500	\$500	\$500
01.43211.612.00	Transfer Station - Kitchen Expense	\$0	\$334	\$100	\$486	\$500	\$500	\$500	\$500
01.43211.614.00	Transfer Station - Compost Bins & Pails	\$1,000	\$235	\$500	\$72	\$300	\$300	\$300	\$300
01.43211.615.00	Transfer Station - Volunteer Thanks	\$0	\$200	\$200	\$150	\$200	\$150	\$150	\$150
01.43211.621.00	Transfer Station - Heat	\$1,900	\$541	\$800	\$2,104	\$800	\$800	\$1,200	\$1,200
01.43211.622.01	TS - Electricity - Main TS Building 661478	\$9,000	\$5,865	\$9,000	\$6,501	\$6,000	\$6,000	\$6,000	\$6,000
01.43211.622.02	TS - Electricity - Swap Shop - 690911	\$0	\$1,522	\$800	\$608	\$1,600	\$0	\$0	\$0
01.43211.622.03	TS - Electricity - Old Bailer - 602718	\$0	\$2,225	\$700	\$1,122	\$2,400	\$0	\$0	\$0
01.43211.626.00	Transfer Station - Fuel	\$4,000	\$2,281	\$2,500	\$2,588	\$2,500	\$2,500	\$2,500	\$2,500
01.43211.750.01	Transfer Station - New Equipment	\$4,000	\$10,403	\$4,500	\$3,263	\$4,500	\$4,500	\$4,500	\$4,500
01.43211.750.02	Transfer Station - Safety Equipment	\$2,000	\$4,406	\$2,000	\$1,427	\$2,000	\$2,000	\$2,000	\$2,000
<b>DRA: Transfer Station - 43211</b>		<b>\$163,636</b>	<b>\$164,368</b>	<b>\$166,462</b>	<b>\$166,494</b>	<b>\$171,967</b>	<b>\$167,642</b>	<b>\$164,420</b>	<b>\$168,935</b>

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.43241.421.01	Solid Waste Disposal - MSW & Bulky Waste	\$92,000	\$89,931	\$70,000	\$83,178	\$72,000	\$84,000	\$80,000	\$80,000
01.43241.421.02	Solid Waste Disposal - Tires	\$1,800	\$234	\$1,200	\$930	\$800	\$800	\$800	\$800
01.43241.421.03	Solid Waste Disposal - Hazardous Waste	\$3,500	\$2,488	\$2,250	\$1,989	\$2,500	\$2,500	\$2,500	\$2,500
01.43241.421.04	Solid Waste Disposal - Electronics	\$6,000	\$7,418	\$5,000	\$4,129	\$8,000	\$8,000	\$8,000	\$8,000
01.43241.421.05	Solid Waste Disposal - Waste Oil	\$3,000	\$150	\$1,000	\$300	\$500	\$500	\$500	\$500
01.43241.421.06	Solid Waste Disposal - Solid Waste Other	\$500	\$0	\$500	\$0	\$500	\$500	\$500	\$500
01.43241.421.07	Solid Waste Disposal - Construction & Demolition D	\$9,000	\$9,607	\$9,000	\$8,546	\$10,000	\$10,000	\$10,000	\$10,000
01.43241.421.08	Solid Waste Disposal - Glass	\$3,000	\$0	\$3,000	\$2,533	\$3,000	\$3,000	\$3,000	\$3,000
01.43241.421.09	Solid Waste Disposal - Flurocarbons CFC	\$500	\$0	\$300	\$262	\$200	\$200	\$200	\$200
01.43241.421.10	Solid Waste Disposal - Antifreeze	\$200	\$235	\$200	\$260	\$250	\$250	\$250	\$250
01.43241.421.11	Solid Waste Disposal - Brush Grinding	\$6,000	\$3,975	\$6,000	\$6,450	\$4,500	\$4,500	\$4,500	\$4,500
01.43241.421.12	Solid Waste Disposal - Lamprey Closure Costs	\$1,100	\$927	\$927	\$927	\$927	\$927	\$927	\$927
01.43241.421.13	Solid Waste Disposal - Propane	\$0	\$372	\$0	\$504	\$400	\$400	\$400	\$400
01.43241.425.00	Solid Waste Disposal - Hauling Costs	\$22,000	\$24,689	\$20,000	\$26,288	\$26,000	\$26,000	\$26,000	\$26,000
<b>DRA: Solid Waste Disposal - 43241</b>		<b>\$148,600</b>	<b>\$140,026</b>	<b>\$119,377</b>	<b>\$136,296</b>	<b>\$129,577</b>	<b>\$141,577</b>	<b>\$137,577</b>	<b>\$137,577</b>
01.43311.411.00	So. East Watershed Alliance	\$0	\$0	\$0	\$0	\$200	\$200	\$200	\$200
<b>DRA: Water Treatment, Distribution &amp; Conservation - 43311</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>
01.44141.000.00	Animal Control	\$1,650	\$65	\$1,650	\$9	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Animal Control - 44141</b>		<b>\$1,650</b>	<b>\$ 65</b>	<b>\$1,650</b>	<b>\$ 9</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
01.44151.000.01	Health - A Safe Place	\$2,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0
01.44151.000.02	Health - AIDS Seacoast Response	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700
01.44151.000.03	Health - American Red Cross	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
01.44151.000.04	Health - CASA	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
01.44151.000.05	Health - Child and Family Care Services	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.44151.000.06	Health - Community Action Partnership	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.44151.000.07	Health - Goodwin Community Health	\$5,020	\$5,020	\$5,563	\$5,563	\$2,993	\$4,003	\$4,003	\$4,003
01.44151.000.08	Health - Homemakers Health Services	\$125	\$125	\$886	\$886	\$708	\$1,200	\$1,200	\$1,200
01.44151.000.09	Health - Lamprey Health Care	\$3,296	\$3,296	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200
01.44151.000.10	Health - Ready Rides	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
01.44151.000.11	Health - Haven	\$1,775	\$1,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775
01.44151.000.13	Health - My Friend's Place	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.44151.000.14	Health - Homeless Shelter Strafford County	\$0	\$500	\$500	\$500	\$1,000	\$1,000	\$1,000	\$1,000
01.44151.000.15	Health - Strafford Nutrition & Meals on Wheels	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500
<b>DRA: Health Service Agencies - 44151</b>		<b>\$18,416</b>	<b>\$18,416</b>	<b>\$20,124</b>	<b>\$20,124</b>	<b>\$17,876</b>	<b>\$20,878</b>	<b>\$20,878</b>	<b>\$20,878</b>
01.44411.115.00	General Assistance - Welfare Officer Wages	\$5,000	\$4,570	\$10,000	\$4,810	\$5,000	\$5,000	\$5,000	\$5,000
01.44411.330.02	General Assistance - Telephone - Cell	\$600	\$594	\$600	\$543	\$600	\$600	\$600	\$600
01.44411.560.00	General Assistance - Dues & Subscriptions	\$0	\$79	\$100	\$30	\$100	\$100	\$100	\$100
<b>DRA: General Assistance Administration - 44411</b>		<b>\$5,600</b>	<b>\$5,243</b>	<b>\$10,700</b>	<b>\$5,383</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,700</b>
01.44421.801.01	General Assistance - Rent Assistance	\$14,200	\$5,123	\$12,000	\$12,458	\$20,000	\$20,000	\$20,000	\$20,000
01.44421.801.02	General Assistance - Electricity Assistance	\$1,200	\$970	\$1,200	\$1,048	\$2,000	\$2,000	\$2,000	\$2,000

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
01.44421.801.03	General Assistance - Heating Fuel Assistance	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
01.44421.801.04	General Assistance - Medical Supplies Assistance	\$500	\$0	\$250	\$0	\$250	\$250	\$250	\$250
01.44421.801.05	General Assistance - Food Assistance	\$600	\$0	\$500	\$0	\$500	\$500	\$500	\$500
01.44421.801.06	General Assistance - Funeral Assistance	\$0	\$750	\$0	\$1,500	\$750	\$750	\$750	\$750
<b>DRA: Direct Welfare Assistance - 44421</b>		<b>\$17,500</b>	<b>\$ 6,843</b>	<b>\$14,950</b>	<b>\$15,006</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$24,500</b>
01.45201.000.01	Parks & Recreation - Oyster River Youth Associatio	\$26,700	\$26,700	\$27,000	\$27,000	\$27,875	\$28,700	\$28,700	\$28,700
01.45201.000.02	Parks & Recreation - Recreation Events	\$3,500	\$1,431	\$6,800	\$2,817	\$6,900	\$6,900	\$6,900	\$6,900
01.45201.000.03	Parks & Recreation - Town Fair	\$0	\$0	\$2,500	\$2,500	\$0	\$8000	\$8000	\$8000
01.45201.611.00	Parks & Recreation - Supplies	\$0	\$1,482	\$780	\$993	\$780	\$1,100	\$1,100	\$1,100
01.45201.611.01	Parks & Rec. - BB Grills for Pavillion	\$0	\$0	\$900	\$420	\$0	\$0	\$0	\$0
01.45201.622.00	Parks & Recreation - Electricity - D94316222 - LRP	\$600	\$899	\$850	\$901	\$1,000	\$1,500	\$1,500	\$1,500
<b>DRA: Parks &amp; Recreation - 45201</b>		<b>\$30,800</b>	<b>\$30,512</b>	<b>\$38,830</b>	<b>\$34,631</b>	<b>\$36,555</b>	<b>\$46,200</b>	<b>\$46,200</b>	<b>\$46,200</b>
01.45501.111.00	Library - Director Salary	\$55,608	\$54,539	\$56,109	\$55,896	\$57,181	\$57,236	\$57,236	\$57,236
01.45501.112.02	Library - Library Assistant FT	\$33,860	\$33,844	\$34,235	\$34,303	\$35,490	\$40,518	\$35,454	\$35,454
01.45501.115.02	Library - Youth Services Librarian PT	\$21,546	\$20,650	\$21,742	\$22,113	\$22,542	\$22,555	\$22,555	\$22,555
01.45501.115.03	Library - Assistant I	\$12,743	\$12,903	\$14,012	\$0	\$0	\$0	\$0	\$0
01.45501.115.04	Library - Assistant II	\$9,258	\$9,050	\$9,453	\$0	\$0	\$0	\$0	\$0
01.45501.115.05	Library - Substitute	\$1,500	\$932	\$1,500	\$862	\$1,500	\$1,500	\$1,500	\$1,500
01.45501.115.06	Library Technician I	\$0	\$0	\$0	\$4,563	\$9,114	\$9,109	\$9,109	\$9,109
01.45501.115.07	Library Technician II	\$0	\$0	\$0	\$17,445	\$14,750	\$14,543	\$14,543	\$14,543
01.45501.200.00	Library - Ancillary PR Expenses	\$0	\$0	\$0	\$0	\$0	\$47,098	\$27,778	\$31,001
01.45501.211.00	Library - Health	\$26,992	\$0	\$4,400	\$0	\$0	\$0	\$0	\$0
01.45501.216.00	Library - Dental Expense	\$0	\$193	\$838	\$0	\$0	\$0	\$0	\$0
01.45501.220.00	Library - SS	\$8,508	\$8,166	\$8,445	\$0	\$0	\$0	\$0	\$0
01.45501.225.00	Library - MC	\$1,983	\$1,910	\$1,975	\$0	\$0	\$0	\$0	\$0
01.45501.230.00	Library - Retirement	\$9,918	\$9,905	\$10,031	\$0	\$0	\$0	\$0	\$0
01.45501.260.00	Library - Workers Comp	\$500	\$0	\$500	\$0	\$0	\$0	\$0	\$0
01.45501.520.00	Library - Property Liability	\$1,787	\$0	\$1,800	\$0	\$0	\$1,800	\$1,800	\$1,800
01.45501.613.00	Library - Bottled Water	\$200	\$141	\$0	\$50	\$0	\$0	\$0	\$0
01.45501.621.00	Library - Heat	\$2,670	\$0	\$2,670	\$0	\$2,670	\$2,670	\$2,670	\$2,670
01.45501.622.00	Library - Electricity	\$4,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.900.02	Library - Misc. to be Offset by Revenue	\$6,065	\$0	\$6,065	\$0	\$6,065	\$6,065	\$6,065	\$6,065
01.45501.999.00	Library - Trustees	\$40,355	\$50,643	\$41,350	\$30,963	\$42,400	\$42,400	\$42,400	\$42,400
<b>DRA: Library - 45501</b>		<b>\$237,693</b>	<b>\$202,876</b>	<b>\$215,125</b>	<b>\$166,195</b>	<b>\$191,712</b>	<b>\$245,494</b>	<b>\$221,110</b>	<b>\$224,333</b>
01.45831.000.00	Patriotic Purposes	\$550	\$0	\$500	\$64	\$500	\$500	\$500	\$500
<b>DRA: Patriotic Purposes - 45831</b>		<b>\$550</b>	<b>\$</b>	<b>\$500</b>	<b>\$ 64</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
01.45891.000.02	Culture & Rec. - Heritage Commission	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.45891.000.03	Culture & Re. - Heritage - 250th	\$0	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0
01.45891.001.01	Culture & Rec. - Agricultural Commission	\$1,500	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000
<b>DRA: Culture &amp; Recreation - 45891</b>		<b>\$16,500</b>	<b>\$</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
01.46191.000.00	Conservation	\$4,050	\$0	\$5,300	\$5,300	\$5,300	\$5,300	\$	\$

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS
							Dept Head	ABC	w/Wage Adj
<b>DRA: Conservation - 46191</b>		<b>\$4,050</b>	<b>\$</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$</b>	<b>\$</b>
01.47111.000.01	Bond Principal - Safety Complex	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
01.47111.000.02	Bond Principal - Transfer Station	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
<b>DRA: Long Term Debt - 47111</b>		<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>
01.47211.000.01	Bond Interest - Safety Complex	\$18,555	\$18,555	\$16,260	\$16,260	\$13,890	\$11,490	\$11,490	\$11,490
01.47211.000.02	Bond Interest - Transfer Station	\$10,088	\$10,088	\$9,588	\$9,588	\$8,088	\$6,383	\$6,383	\$6,383
<b>DRA: Interest on Long Term Debt - 47211</b>		<b>\$28,643</b>	<b>\$28,643</b>	<b>\$25,848</b>	<b>\$25,848</b>	<b>\$21,978</b>	<b>\$17,873</b>	<b>\$17,873</b>	<b>\$17,873</b>
<b>Grand Total:</b>		<b>\$3,815,471</b>	<b>\$3,435,170</b>	<b>\$3,807,522</b>	<b>\$3,567,330</b>	<b>\$3,901,123</b>	<b>\$4,082,326</b>	<b>\$4,050,389</b>	<b>\$4,058,999</b>

4.64% 3.83% 4.05%

Description	Amount	Funding Source
5 LCC Land Purchase	\$200,000	Fund Balance
6 Arch Eng Fees	\$115,000	CRFs
7 Fire Command Veh	\$57,000	CRFs
8 Operating Budget	\$4,058,999	Taxation
9 Fire Equip CRF	\$155,000	Taxation
10 Hwy Equip CRF	\$55,000	Taxation
11 Town Bldngs CRF	\$100,000	Taxation
12 Hwy Road/Bridge CRF	\$60,000	Taxation
13 Fire Ponds CRF	\$25,000	Taxation
14 Internal Service CRF	\$15,000	Taxation
15 Transfer Station CRF	\$20,000	Taxation
16 Recreation CRF	\$6,000	Taxation
17 Reval CRF	\$15,000	Taxation
19 Maud Jones	\$3,410	Fund Balance
23 Contingency	\$20,000	Fund Balance
	<b>\$4,905,409</b>	



# Memorandum

**TO:** Julie Glover  
Town Administrator  
Town of Lee

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

**DATE:** January 16, 2018

**RE:** DRA Sales Ratio Survey

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I have completed a review of the information from the Department of Revenue Administration's analysis of the sale data that was provided by the Town. Copies of the letter, equalization summary sheet and assessment review summary sheet are attached.

The various statistical indications are very similar to that which was expected and I had estimated in my October 23, 2017 memo. The Town's overall median ratio for 2017 is 88.4% with a COD of 9.61 and a PRD of 1.04.

The various statistical indications meet current Assessment Review requirements.

If there are any questions, please feel free to contact me at your convenience.



# State of New Hampshire Department of Revenue Administration

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 230-5000  
www.revenue.nh.gov



MUNICIPAL AND PROPERTY  
DIVISION  
Stephan W. Hamilton  
Director

Lindsey M. Stepp  
Commissioner

1/12/2018

**RECEIVED**  
JAN 16 2018  
TOWN OF LEE, NH

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

Dear Selectmen/Assessing Officials:

The Department of Revenue Administration is charged with the responsibility of annually equalizing the local assessed valuation of municipalities and unincorporated places throughout the state. The Department has conducted a sales-assessment ratio study using market sales, which have taken place in your municipality between October 1, 2016 and September 30, 2017. Based on this information, we have determined the average level of assessment of land, buildings and manufactured housing as of April 1, 2017.

The sales values have been determined from revenue stamps and verified whenever possible. When it appears that changes in the assessed values of properties have been made solely because of the sale price, the assessed values prior to the sale have been used.

Based on the enclosed survey, we have determined a median ratio for the land, buildings and manufactured housing in your municipality for Tax Year 2017 to be **88.4%**. The median ratio is the generally preferred measure of central tendency for assessment equity, monitoring appraisal performance, and determining reappraisal priorities, or evaluating the need for reappraisal. The median ratio, therefore, should be the ratio used to modify the market value of properties under review for abatement to adjust them in accordance with the overall ratio of all properties in your municipality.

We have also determined the overall equalization assessment - sales ratio for the land, buildings and manufactured housing in your municipality for Tax Year 2017 to be **85.0%**. This ratio will be used to equalize the modified local assessed valuation for all land, buildings and manufactured housing in your municipality. This ratio does not include any public utility property in your municipality, nor will it be used to equalize the net local assessed value of public utilities.

In an effort to provide municipalities with more detailed information regarding their level of assessment (i.e. equalization ratio) and dispersion (i.e. coefficient of dispersion and price-related differential), we have prepared separate analysis sheets for various property types (stratum). See attached summary sheet showing your municipality's stratified figures and a further explanation of the D.R.A.'s stratified analysis.

**Please review the enclosed list of sales used in determining your assessment-sales ratio. If any incorrect data has been used, or if you would like to meet with me to discuss this ratio or an alternate ratio methodology as outlined in the accompanying information sheet, please contact me immediately.**

You will be notified of your municipality's total equalized valuation when the Department has completed its process of calculating the total equalized valuation.

Sincerely,

  
Linda C. Kennedy,  
Manager

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

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



# 2017 Ratio Study Summary Report

1/9/2018 3:42:25 PM

Town Name: Lee, Strafford County

Date Range: 10/01/2016 through 09/30/2017

NH Dept of Revenue Administration. Ratios were created using stipulated year assessments.

Type	Description	Median Low CI	Median Ratio	Median High CI	PRD Low CI	PRD	PRD High CI	COD	UT#
All (AA)	Any & All	85.21	88.44	91.93	1.02	1.04	1.05	9.61	67
Group (GC1)	Area Improved Res	82.12	86.38	89.62	1.02	1.03	1.05	10.55	53
Group (GC2)	Area Improved Non-Res	0	0	0	0	0	0	0	1
Group (GC3)	Area Unimproved	88.31	92.16	96.00	0.99	1.00	1.00	5.08	14

Title	Description	Criteria Met
Strata-Any and All (Median)	Overall Median Point Estimate confidence interval should overlap range of 90-110	True
Strata-Any and All (PRD)	Overall PRD Confidence Interval should overlap range of .98-1.03	True
Strata-Any and All (COD)	Coefficient of Dispersion < 20.0	True
Strata-GC1	Median Confidence Interval should overlap overall median +/- 5%	True
Strata-GC2	Median Confidence Interval should overlap overall median +/- 5%	N/A
Strata-GC3	Median Confidence Interval should overlap overall median +/- 5%	True



# 2017 Final Ratio Study Report

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*John W. Hill 1/9/18*  
*Paul C. Denny 1-9-18*  
 Ratios were created using stipulated year assessments.

## Summary of Codes Used

<b>Group Class:</b> AA - Any & All	<b>Property Codes:</b> 11 = Single Family Home 12 = Multi Family 2-4 Units 14 = Single Res Condo Unit 17 = Mfg Housing With Land 18 = Mfg Housing Without Land 22 = Residential Land 23 = Commercial Land 33 = Commercial L&B
<b>Modifier Codes:</b> 00 = No Modifier Code 70 = Waterfront	<b>Special Codes:</b> 00 = No Special Code

Indicated Ratio / Weighted Mean			
Year	2017	2016	2015
Indicated Ratio	85	94.3	91.8
Weighted Mean	85	94.3	91.8

## Basic Statistics Section (Not Trimmed)

Sales In Date Range	Sales Used	Results
Total: 92 XX Moved: 0 Sales w/PA34: 81 %Sales w/PA34: 88.0%	Total Strata: 92 Sales Used: 69 %Sales Used: 75.0% Sales Used w/PA34: 61 %Sales Used w/PA34: 88.4%	%Mean: 90.6% %Median: 88.4% %WtMean: 85.8% COD (Median): 12.2 PRD: 1.06 Median Selling Price: \$285,000 Median Assessed Value: \$232,600

## Extended Statistics Section (Trimmed)

Town Code:	121	Weighted Mean:	85	COD:	9.6	PRD:	1.04
Valid Sales:	69	Wt.Mean Lo 90%CI:	82.8	COD Lo 90%CI:	8.4	PRD Lo 90%CI:	1.02
Trimmed:	2	Wt.Mean Up 90%CI:	87.1	COD Up 90%CI:	11.3	PRD Up 90%CI:	1.05
Untrimmed:	67	Median Ratio:	88.4	Weighted COD:	9.6	COV:	11.9
Trim Factor:	3	Median Lo 90%CI:	85.2	Med. Abs. Dev.:	11.2	25th Percentile:	81.1
Lo Trim Point:	69	Median Up 90%CI:	91.9	Med % Dev.:	12.7	75th Percentile:	96
Up Trim Point:	122	Mean Ratio:	88	Coef. Conc. 10%:	63.8	Broaden Median:	88.4



# 2017 Final Ratio Study Report

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*Ratios were created using stipulated year assessments.*

Min Ratio:	69	Mean Lo 90%CI:	86	Coef. Conc. 15%:	81.2	Geometric Mean:	87.4
Max Ratio:	211.7	Mean Up 90%CI:	90.2	Coef. Conc. 20%:	95.6	Harmonic Mean:	86.8
Min Sale \$:	\$6,000	Avg. Sale Price:	\$265,194	Coef. Conc. 50%:	97.1	Std. Deviation:	10.5
Max Sale \$:	\$660,000	Avg. Appraised Val:	\$225,284	Coef. Conc. 100%:	98.6	Normality Test:	Reject

*The general descriptive and median ratio statistics are not trimmed of outliers and are based on all valid sales in the sample.*

## Summary of Exclusion Codes Used

Codes	Description	Count	%Excluded	%Strata
11	Property Sold Not Separately Assessed	1	4.3	1.4
19	Multi-Town Property	1	4.3	1.4
90	RSA 79-A Current Use	6	26.1	8.7
21	Multi-Parcel Conveyance (MPC) - Properties can be sold separately	2	8.7	2.9
38	Family/Relatives/Affil as Grantor/Grantee	1	4.3	1.4
41	Government Related Entities: NH Housing Authority, FNMA	2	8.7	2.9
14	Improvements +/- (Post Assmt/Pre Sale)	1	4.3	1.4
15	Improvements +/- Incomplete at Assmt date	7	30.4	10.1
33	Landlord/Tenant as Grantor/Grantee	1	4.3	1.4
35	Government Agency as Grantor/Grantee	1	4.3	1.4
		<b>23</b>	<b>99.7</b>	<b>33.0</b>

## Included Sales

Verno	Book Page	Sale Price	Assessed Value	Ratio	PC	MC	SC	Trim	Notes
1	4421-0798	\$93,000	\$80,800	86.9	22				UPYA; L/O sale
2	4422-0979	\$363,000	\$266,600	73.4	11				LIST PATIO
3	4424-0837	\$315,000	\$297,900	94.6	11	70			
5	4426-0581	\$446,000	\$335,800	75.3	11				
7	4426-0731	\$660,000	\$634,600	96.2	11				
10	4429-0716	\$145,000	\$146,700	101.2	14				



# 2017 Final Ratio Study Report

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*Ratios were created using stipulated year assessments.*

## Included Sales

Verno	Book Page	Sale Price	Assessed Value	Ratio	PC	MC	SC	Trim	Notes
11	4430-0018	\$217,000	\$209,400	96.5	11				
12	4430-0357	\$35,000	\$29,500	84.3	18				
18	4435-0403	\$145,000	\$154,700	106.7	17				
19	4436-0118	\$88,000	\$76,500	86.9	22				UPYA; L/O sale, NEW HOME UNDER CONSTRUCTION FOR 2017
20	4436-0758	\$93,000	\$82,800	89	22				UPYA, L/O sale, NEW HOME UNDER CONSTRUCTION 2017. Resold v121
22	4440-0733	\$416,500	\$412,800	99.1	12				ADJ LAND CONDITION FACTOR
23	4441-0210	\$587,334	\$422,100	71.9	11				NEW HOME 2017
26	4443-0057	\$170,000	\$165,700	97.5	22				2 PARCELS - LAND ONLY SALES - ADJUSTED FOR ROAD COMPLETION 2017
27	4444-0428	\$40,000	\$41,200	103	18				
29	4444-0785	\$254,000	\$229,700	90.4	11				
30	4445-0449	\$285,000	\$298,000	104.6	11				CORRECTED SKETCH
33	4447-0541	\$32,934	\$31,500	95.6	18				CORRECT AGE - YEAR BUILT PER DEED REVIEW
35	4448-0093	\$88,000	\$80,900	91.9	22				Resold V130 L/B. UPYA L/O sale; NEW HOME UNDER CONSTRUCTION 2017
39	4451-0172	\$89,000	\$82,800	93	22				Resold V75 L/B. NEW HOME UNDER CONSTRUCTION 2017 - LAND ONLY SALE JANUARY 2017 - UPYA
49	4457-0972	\$291,000	\$232,600	79.9	11				
51	4459-0100	\$362,500	\$312,600	86.2	11				
54	4462-0117	\$305,000	\$300,200	98.4	12	70			DATA CORRECTIONS - PER OWNER REQUEST
55	4463-0223	\$80,000	\$73,900	92.4	22				
56	4463-0950	\$6,000	\$12,700	211.7	18			Yes	Warranty deed no fiduciary covenants
60	4464-0913	\$320,000	\$305,200	95.4	11				CORRECT SKETCH
62	4465-0950	\$47,900	\$45,700	95.4	18				
66	4469-0321	\$345,000	\$247,900	71.9	11				PRIOR RENOVATIONS COMPLETE - ADJ CONDITION
67	4469-0984	\$87,000	\$76,200	87.6	22				ADJ FOR ROAD CONDITION
69	4471-0127	\$365,000	\$343,900	94.2	12				
70	4471-0652	\$83,000	\$80,200	96.6	22				ADJ FOR ROAD CONDITION



# 2017 Final Ratio Study Report

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*Ratios were created using stipulated year assessments.*

## Included Sales

Verno	Book Page	Sale Price	Assessed Value	Ratio	PC	MC	SC	Trim	Notes
71	4474-0890	\$263,600	\$213,800	81.1	11				
74	4476-0922	\$170,000	\$158,600	93.3	14				
77	4478-0305	\$305,000	\$263,900	86.5	11				
78	4478-0713	\$104,900	\$89,300	85.1	22				
79	4479-0418	\$20,000	\$24,400	122	18				
83	4482-0115	\$290,000	\$241,300	83.2	11				
85	4482-0651	\$359,000	\$305,900	85.2	11				
86	4482-0749	\$340,000	\$304,700	89.6	11				NEW HOME COMPLETE FOR 2017
87	4483-0187	\$245,000	\$215,600	88	12				
89	4484-0459	\$480,000	\$420,000	87.5	11				
90	4484-0515	\$307,000	\$223,000	72.6	11				
91	4484-0779	\$485,000	\$358,100	73.8	11				
93	4485-0586	\$372,000	\$283,500	76.2	11				
97	4488-0360	\$413,200	\$321,200	77.7	11				
98	4488-0985	\$485,500	\$393,800	81.1	11				
102	4491-0393	\$336,000	\$258,600	77	12				CORRECT BATH COUNT
103	4492-0133	\$225,000	\$212,300	94.4	14				
105	4493-0083	\$375,000	\$274,000	73.1	11				
107	4495-0935	\$85,000	\$81,600	96	22				ROAD COMPLETE PRIOR TO SALE - ADJ CONDITION
108	4495-0938	\$85,000	\$90,000	105.9	22				ROAD COMPLETE PRIOR TO SALE - ADJ CONDITION
115	4497-0263	\$418,000	\$340,400	81.4	11				
116	4498-0705	\$544,000	\$481,100	88.4	11	70			
117	4498-0805	\$265,000	\$205,600	77.6	11				
118	4499-0015	\$495,000	\$417,000	84.2	12	70			ADJ SITE PER REVIEW
120	4499-0977	\$310,000	\$257,400	83	11				
122	4500-0844	\$349,900	\$268,700	76.8	11				



# 2017 Final Ratio Study Report

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*Ratios were created using stipulated year assessments.*

## Included Sales

Verno	Book Page	Sale Price	Assessed Value	Ratio	PC	MC	SC	Trim	Notes
126	4502-0855	\$85,000	\$76,200	89.6	22				ROADWAY COMPLETED
127	4503-0113	\$223,000	\$217,200	97.4	14				
128	4503-0453	\$245,000	\$352,600	143.9	33			Yes	Warranty deed, probate 2015-39
129	4503-0534	\$306,000	\$223,200	72.9	11				
131	4504-0352	\$326,700	\$236,000	72.2	11				ADJ SKETCH
132	4505-0466	\$335,000	\$299,700	89.5	11				
133	4505-0496	\$275,000	\$216,600	78.8	11				
134	4506-0036	\$480,000	\$389,800	81.2	11				
136	4507-0065	\$271,000	\$251,800	92.9	11				
141	4508-0950	\$55,000	\$53,000	96.4	18				
142	4509-0262	\$345,000	\$238,100	69	11				Resale V68
147	4514-0989	\$89,000	\$90,200	101.4	22				ADJ CONDITION - RD COMPLETE

## Excluded Sales

Verno	Book Page	Sale Price	Assessed Vaue	Ratio	PC	MC	SC	EX	Notes
4	4426-0471	\$7,000	\$26,100	372.9	18			33	Landlord/Tenant as Grantor/Grantee PARK OWNER SALE OF MANUFACTURED HOME
14	4431-0405	\$250,000	\$480,900	192.4	11			38	Family/Relatives/Affil as Grantor/Grantee CU
61	4465-0354	\$305,000	\$237,000	77.7	11	70		90	RSA 79-A Current Use
68	4470-0844	\$180,000	\$238,100	132.3	11			14	Improvements +/- (Post Assmt/Pre Sale) Resold V142
75	4477-0263	\$441,934	\$305,500	69.1	11			15	Improvements +/- Incomplete at Assmt date Resale V39 L/O
76	4477-0940	\$359,900	\$313,100	87	11			15	Improvements +/- Incomplete at Assmt date
80	4479-0823	\$137,000	\$1,200	0.9	22			41	Government Related Entities: NH Housing Authority, FNMA Also in Lee
81	4481-0102	\$431,000	\$145,800	33.8	11			15	Improvements +/- Incomplete at Assmt date
82	4481-0578	\$315,000	\$291,400	92.5	11			35	Government Agency as Grantor/Grantee





## 2017 Final Ratio Study Report

6 of 6

1/9/2018 3:41:46 PM

Town Name: Lee, Strafford County

Use Code: AA - Any & All

Date Range: 10-01-2016 through 09-30-2017

*Ratios were created using stipulated year assessments.*

### Excluded Sales

Verno	Book Page	Sale Price	Assessed Vaue	Ratio	PC	MC	SC	EX	Notes
88	4483-0618	\$79,000	\$268,100	339.4	22			11	Property Sold Not Separately Assessed
94	4486-0651	\$125,000	\$274,700	219.8	22			21	Multi-Parcel Conveyance (MPC) - Properties can be sold seperately SOLD WITH VERNO #95 - NOT SURE HOW THE FIGURED BREAKDOWN
95	4486-0656	\$675,000	\$371,600	55	11			21	Multi-Parcel Conveyance (MPC) - Properties can be sold seperately SOLD WITH VERNO #94 - NOT SURE HOW THE FIGURED BREAKDOWN
99	4490-0346	\$315,000	\$292,600	92.9	22			90	RSA 79-A Current Use
100	4491-0035	\$254,000	\$222,800	87.7	11			41	Government Related Entities: NH Housing Authority, FNMA
106	4493-0682	\$399,000	\$221,700	55.6	11			15	Improvements +/- Incomplete at Assmt date
112	4496-0627	\$389,900	\$165,900	42.6	11			15	Improvements +/- Incomplete at Assmt date
121	4500-0577	\$566,500	\$252,000	44.5	11			15	Improvements +/- Incomplete at Assmt date Resale V20
123	4501-0157	\$700,000	\$408,700	58.4	11			90	RSA 79-A Current Use
130	4504-0151	\$520,900	\$110,200	21.2	11			15	Improvements +/- Incomplete at Assmt date Resale V35 L/O
139	4508-0047	\$200,000	\$169,200	84.6	22			90	RSA 79-A Current Use
140	4508-0050	\$600,000	\$607,000	101.2	11			90	RSA 79-A Current Use
143	4510-0912	\$173,900	\$314,600	180.9	23			90	RSA 79-A Current Use
145	4513-0236	\$200,000	\$4,700	2.4	22			19	Multi-Town Property



# 2017 Ratio Study Summary Report

1/9/2018 3:42:25 PM

Town Name: Lee, Strafford County

Date Range: 10/01/2016 through 09/30/2017

NH Dept of Revenue Administration. Ratios were created using stipulated year assessments.

Strata	Description	Mean Ratio	Median Ratio	WM Low CI	WM Ratio	WM High CI	COD	PRD	Total Strata	Sales PA34	Valid	Valid %	Valid PA34	Valid PA34 %	UT#	UT %
11	Single Family Home	82.44	81.16	79.90	82.18	84.72	8.79	1.00	51	47	36	70.6%	33	91.7%	36	100%
70	Waterfront	91.42	91.50	0	90.19	0	5.55	1.01	5	4	4	80.0%	3	75.0%	4	100%
12	Multi Family 2-4 Units	90.16	91.11	0	90.09	0	7.79	1.00	6	5	6	100%	5	83.3%	6	100%
14	Single Res Condo Unit	96.56	95.88	0	96.30	0	2.85	1.00	4	3	4	100%	3	75.0%	4	100%
17	Mfg Housing With Land	0	0	0	0	0	0	0	1	1	1	100%	1	100%	1	100%
18	Mfg Housing Without Land	99.45	96.36	0	97.60	0	7.99	1.02	8	6	7	87.5%	6	85.7%	6	85.7%
22	Residential Land	92.85	92.16	90.58	92.97	95.70	5.08	1.00	20	17	14	70.0%	12	85.7%	14	100%
33	Commercial L&B	0	0	0	0	0	0	0	1	1	1	100%	1	100%	1	100%
AA	Any & All	88.03	88.44	82.83	84.95	87.11	9.61	1.04	92	81	69	75.0%	61	88.4%	67	97.1%
3C1	Area Improved Res	86.76	86.38	82.10	84.31	86.65	10.55	1.03	70	62	54	77.1%	48	88.9%	53	98.1%
3C2	Area Improved Non-Res	0	0	0	0	0	0	0	1	1	1	100%	1	100%	1	100%
3C3	Area Unimproved	92.85	92.16	90.54	92.97	95.66	5.08	1.00	21	18	14	66.7%	12	85.7%	14	100%

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL & PROPERTY DIVISION  
2017 ASSESSMENT-SALES ANALYSIS REPORTS**

An assessment-sales analysis report has been prepared for the entire sampling of sales in a municipality as well as for each class of property (stratum singular, strata plural) a municipality has provided property-type codes for. Stratified reports are available on the NH Mosaic Equalization System for each municipality.

Each report includes the following:

1. **Equalization summary sheet:** summarizes each stratum, and pertinent statistics for that stratum, as well as statistics for the overall sampling.
2. **Assessment review summary sheet:** summarizes the three strata used for assessment review and whether they meet the assessment review guidelines adopted by the Assessing Standards Board. This sheet includes a graph that visually shows the statistics calculated for the assessment review process.
3. **Equalization Ratio (weighted mean):** The weighted mean ratio will be used to adjust the modified local assessed value of your municipality in order to calculate the total equalized value of your municipality. The Assessing Standards Board adopted the use of the weighted mean for equalization only. It has not been adopted or recommended for use for any other purpose.

If it can be determined that the weighted mean does not reflect an accurate measure of the municipality's assessment level, another factor may be used. This is rare and generally occurs when there are insufficient sales in the ratio study.

**Alternate Ratio Methodology:** The DRA may consider one of the following as an alternate ratio methodology to the weighted mean:

- The DRA may consider other factors if the sampling of the sales is not generally reflective of the make-up of the municipality. To challenge the representativeness of the ratio study, the municipality must provide data and information as to the correct representativeness and the ratio samples that fall into each category.
- The DRA may consider separate assessment ratios for categories unduly affected by bi-modal or multi-modal assessments in a municipality. Consideration will be dependent upon data and information provided by the municipality and verified by the DRA.
- A municipality may request the DRA to consider using separate ratios for each stratum in their overall ratio study that contains at least 20 valid sales in a stratum, and shows a confidence interval, calculated with a 90% confidence level that is wholly outside the confidence level of other strata.

Applying the separate ratios, when justified, the DRA will arrive at a single weighted overall ratio for the municipality based upon the separate ratios and the total assessed valuation of each. This single weighted overall ratio shall be used by the DRA to adjust payments-in-lieu-of-taxes, railroad tax monies, shared revenues, current use values and to compute the municipality's total equalized valuation, where applicable.

For each alternate ratio methodology listed above, the municipality must be able to provide the DRA with accurate assessed value information, subject to verification, for all properties within the strata. Absent the necessary data and information, the weighted mean will be used.

4. **Statistics calculated as part of the ratio study:** The report shows the statistics calculated prior to trimming for outliers and the statistics calculated after the trim procedure was used. Your final equalization ratio will be calculated after trimming. These statistics include, but are not limited to:

**Measures of assessment level**

- Median ratio
- Mean ratio
- Weighted mean (aggregate) ratio

**Measures of dispersion (equity)**

- Coefficient of dispersion
- Price-related differential

Measures of dispersion are *not* used to adjust figures as part of the equalization process.

**Measures of reliability**

- Confidence levels (90%)

**Miscellaneous information**

- Minimum and maximum sale price
- Minimum and maximum ratio
- Number of sales

*For a brief explanation of each statistic shown in the report, refer to “Assessment-Sales Ratio Study Glossary”*

5. **Sales used in the ratio study**

- The verification number of the sale
- If a PA-34 was received, it is coded with a Y
- The selling price
- The assessment
- The ratio for the individual sale
- Comments regarding the sale or assessment

6. **Sales not included in the ratio study and the reason why**

7. **Frequency distribution for the sales not used in the ratio study**

For example: 2 family sales, 3 sheriff's sales, etc.

8. **Time-trended Ratio Study (specific towns)**

The DRA will provide a time trended ratio study report for towns that meet specific criteria set forth in the 2014 Equalization Manual. This includes, but is not limited to, towns which have supplemental sales from prior equalization years added to it. The ability to produce a time-trended ratio study is dependent upon the ability to calculate a valid and reasonable time trending factor.

Unfortunately, in some cases, there were either no sales or not enough sales to give a reliable indicator of assessment or dispersion levels for a specific property type.

These reports are meant to be a tool to indicate to assessing officials the status of individual stratum. The Department of Revenue Administration is not suggesting, in any way, these ratios be used to factor classes of property up or down without further comprehensive study by the local assessing officials.

When reviewing the information for sales used in the overall sampling and sales used in the individual strata, it is important to remember you are looking at two different pictures. The statistics for the overall sampling are calculated using all the sales in the sampling and present a picture of what is happening throughout the municipality. The statistics for the individual strata are calculated using only those sales identified as being a part of that stratum and present a picture of what is happening in just the specific property type. Sales that may be trimmed from the overall sampling may have been left in the stratum or vice versa.

### ASSESSMENT REVIEW PROCESS

The Assessing Standards Board has adopted the following statistical guidelines for municipalities in their year of assessment review:

1. A median ratio between .90 and 1.10 with a 90% confidence level for the overall sample;
2. An overall coefficient of dispersion (COD) of the municipality's median ratio of not greater than 20.0 without the use of the confidence level;
3. A median ratio for the three strata adopted by the Assessing Standards Board with a 90% confidence level within 5% of the overall median point estimate; and

For example: If a municipality's median point estimate were 1.00, the 5% range would be from .95 to 1.05. The median point estimates with 90% confidence intervals for the three assessment review strata would have to cross the .95 - 1.05 range.

4. A price-related differential (PRD) between .98 and 1.03 with a 90% confidence interval.

The minimum sample size for calculating a statistic for any of the categories is eight. Failure to calculate statistics due to insufficient sample size shall not have an adverse effect in meeting assessment review guidelines.

Refer to the "Sales-Assessment Sheet Glossary" included with these education handouts for some general definitions for terms used in this report.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
2017  
STRATIFIED ASSESSMENT-SALES ANALYSIS REPORTS  
GLOSSARY**

<b>Assessment</b>	The gross local assessed value of a property prior to any adjustments for exemptions such as blind, elderly, etc.
<b>Average Sale Price</b>	The average (mean) sale price among valid sales in the municipality for that year.
<b>Average Market Value \$</b>	The average (mean) assessed value among valid sales in the municipality for that year.
<b>Bootstrap</b>	A computer intensive statistical procedure designed to provide numerous random samples from the original data set that are in turn used to generate the statistics of interest, such as point estimates and confidence intervals. This procedure is particularly helpful when the original set of data is small, in order to give more accurate statistics.
<b>Broadened Median</b>	The broadened median attempts to preserve the resistance of the median to outliers while also achieving insensitivity to rounding and grouping.
<b>Coefficient of Concentration</b>	The percentage of observations falling within a specified percentage (i.e. 15%) of a measure of central tendency (median ratio).
<b>Coefficient of Dispersion [COD]</b>	The COD is a measure of assessment equity and represents the average deviation of a group of ratios from the median ratio expressed as a percentage of the median. A COD is calculated for the entire sampling and for each stratum.
<b>Coefficient of Variation [COV]</b>	The COV is a measure of relative dispersion of the sample data about the mean of the data. The COV is the standard deviation divided by the mean ratio, expressed as a percentage.
<b>Confidence Intervals</b>	For a given confidence level, the range within which one can conclude that a measure of the population (such as the median) lies.
<b>Confidence Levels</b>	The required degree of confidence in a statistical test or confidence level. A 90% confidence level means that one can be 90% confident that the statistic falls within the indicated range.
<b>Equalization Ratio</b>	The DRA will use the weighted mean ratio to equalize the modified assessed value for each municipality. The Assessing Standards Board adopted the use of the weighted mean for equalization only. It has not been adopted or recommended for use for any other purpose.  If it can be determined that the weighted mean does not reflect an accurate measure of the municipality's assessment level, another factor may be used. This is rare and generally occurs when there are insufficient sales in the ratio study.
<b>Geometric Mean Ratio</b>	The nth root of the product (multiplication) of the ratios, where n is the number of ratios. This is another measure of assessment level, one that is less sensitive than the mean to extreme ratios.
<b>Harmonic Mean Ratio</b>	Calculated by taking the sum of the reciprocals of each ratio. (The "reciprocal" of a number is the inverse of the number, or 1 divided by the number.) The sum is then divided by the number of ratios, and the reciprocal of that quotient is the harmonic mean.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
2017  
STRATIFIED SALES-ASSESSMENT ANALYSIS REPORTS  
GLOSSARY**

<b>Maximum Ratio</b>	The highest ratio for the sales used in the sampling.
<b>Maximum Sale Price</b>	The highest sales price for the sales used in the sampling.
<b>Mean Ratio</b>	The average ratio - the sum of ratios divided by the number of ratios.
<b>Median Absolute Deviation [MAD]</b>	The median of the absolute deviations from the median ratio. The MAD like the COD is a measure of variability.
<b>Median Ratio</b>	The middle ratio when a set of ratios is arrayed in order of magnitude.
<b>Minimum Ratio</b>	The lowest ratio for the sales used in the sampling.
<b>Minimum Sale Price</b>	The lowest sales price for the sales used in the sampling.
<b>Percentile - 25<sup>th</sup> &amp; 75<sup>th</sup></b>	The values that divide a set of data into specified percentages when the data are arrayed in ascending order: 25 <sup>th</sup> - the lowest 25% of the ratios 75 <sup>th</sup> - the lowest 75% of the ratios
<b>Modified Assessed Value</b>	The sum of all local assessed values in the municipality minus the value of property exempted under RSA 72:12-a, 72:37-a and 72:23 IV and 72:36-a.
<b>Normality Test</b>	A test to determine if the data is considered to be normally distributed or conforms to the bell-shaped curve (Gaussian shape).  <i>Note: Typically, ratio study data does not follow the bell curve. Utilizing the "bootstrap" technique (as defined above) helps to improve the reliability of the measures calculated.</i>
<b>Price-Related Differential [PRD]</b>	The PRD is calculated by dividing the mean ratio by the weighted mean ratio. It measures vertical inequities (differences in the appraisal of low-value and high-value properties) in assessments. PRDs > 1.03 tend to indicate assessment regressivity (lower-value properties assessed at higher ratios). PRDs < .98 tend to indicate assessment progressivity (lower-value properties assessed at lower ratios than higher-value properties).
<b>Property Types</b>	The property types are listed as 4-letter abbreviations on the top of each stratified report. For example: resl = residential land; coml = commercial land. For a full listing of property types, refer to property-type listing sent with original municipal assessment sheets.
<b>Ratio</b>	The ratio for a single sale means the assessment divided by the sale price.
<b>Sales In Dates &amp; Sales in Strata</b>	The number of sales in dates and number of sales in strata equals the number of sales in the entire sampling or in an individual stratum prior to excluding any sales as invalid.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
2017  
STRATIFIED SALES-ASSESSMENT ANALYSIS REPORTS  
GLOSSARY**

<b>Sales Used # and %</b>	The number and percent of sales used for the entire sampling or individual stratum.
<b>% Sales w/PA-34</b>	The % of sales used for which an Inventory of Property Transfer, Form PA-34, was received.
<b>Standard Deviation</b>	The square root of the following quantity: the sum of the squares of the differences between the ratios and their mean, divided by the number of ratios minus one. The standard deviation is a measure of uniformity, but is rarely used in sales ratio data, since much of its interpretation depends on the data having a normal distribution.
<b>Strata</b>	(stratum, sing.) A class or subset of the population being studied. For example: residential land or waterfront.
<b>Stratified Analysis</b>	The statistical calculations and report prepared for individual stratum in a municipality.
<b>Trim Method "Outliers"</b>	A 3.0 trim procedure was used for identifying and removing sales from the sampling as outliers. These sales are identified by a "Yes" in the Trim column of the analysis sheet.
<b>Total Equalized Valuation</b>	The total equalized value of all property in the municipality as determined in accordance with RSA 21-J:3, XIII. The total equalized valuation includes the equalized valuation of a municipality's assessed values and the equalized value of payments made in lieu of taxes.
<b>Weighted Mean</b>	(a.k.a. aggregate) The sum of the assessments divided by the sum of the sales prices in a ratio study.



**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL & PROPERTY DIVISION  
EQUALIZATION BUREAU  
RATIO AND COEFFICIENT OF DISPERSION GUIDELINES**

The Department of Revenue Administration, in its role of assisting and educating municipalities on any issue relating to the assessment of the property tax, is providing information regarding the level of assessment and equity in your municipality as part of the annual equalization process.

RSA 75:1 requires that all municipalities shall appraise all taxable property at its full and true market value – 100%. The equalization ratio that the Department of Revenue Administration has calculated for your municipality is a measure of the assessments versus the market value of sale properties.

The New Hampshire Constitution, Pt 1, Article 12, 102, requires that all assessments be proportional. The New Hampshire Supreme Court decision, Appeal of Andrews, 136 N.H. 61 (1992) states that, “In order to be proportional, all taxpayers must be assessed at the same ratio.” The New Hampshire Board of Tax and Land Appeals decision, Birch Pond Office Park Association vs. City of Nashua, No. 4246-88, states “...there should only be one general level of assessment per town, i.e., two or more ratios or levels of assessment by classes of property is impermissible...”

The DRA calculates the ratios, coefficient of dispersion and price-related differential to determine the level of assessment and equity that exists in each municipality. The coefficient of dispersion and price related differential are two statistics that measure equity and proportionality among taxpayers. In order to help municipalities achieve the highest proportionality among its taxpayers, the Department of Revenue Administration is recommending the following national standards as guidelines for assessing officials.

<b>C.O.D. AND P.R.D. GUIDELINES SUMMARY</b> <i>(See International Association of Assessing Officers Standards 2017 for complete standards)</i>			
TYPE OF PROPERTY	MEASURE OF CENTRAL TENDENCY (RATIO)	COEFFICIENT OF DISPERSION	PRICE-RELATED DIFFERENTIAL
<b>Residential Improved (single family, condos, manuf. housing, 2-4 multi-family units)</b>			
• Very large jurisdictions, new properties	.90 - 1.10	5.0 - 10.0	.98 - 1.03
• Large to mid-size jurisdictions, older & newer properties	.90 - 1.10	5.0 - 15.0	.98 - 1.03
• Rural/small jurisdictions, older properties	.90 - 1.10	5.0 - 20.0	.98 - 1.03
<b>Income Producing Properties</b>			
• Very large jurisdictions, newer properties	.90 - 1.10	5.0 - 15.0	.98 - 1.03
• Large to mid-size jurisdictions older & new props.	.90 - 1.10	5.0 - 20.0	.98 - 1.03
• Rural residential , older properties	.90 - 1.10	5.0 - 25.0	.98 - 1.03
<b>Residential Vacant Land</b>			
• Very large jurisdictions, rapid development	.90 - 1.10	5.0 - 15.0	.98 - 1.03
• Large to mid-size jurisdictions, slower development	.90 - 1.10	5.0 - 20.0	.98 - 1.03
• Rural/small jurisdictions/little development	.90 - 1.10	5.0 - 25.0	.98 - 1.03
<b>Other(non-agricultural) vacant land</b>			
• Very large jurisdictions; rapid development	.90 - 1.10	5.0 - 20.0	.98 - 1.03
• Large to mid-size jurisdictions	.90 - 1.10	5.0 - 25.0	.98 - 1.03
• Rural/small jurisdictions; little development	.90 - 1.10	5.0 - 30.0	.98 - 1.03

The statistics calculated during the conduct of your municipality’s equalization study are very important and should be understood thoroughly. The Department of Revenue Administration, Municipal & Property Division field staff will meet with assessing officials to explain the significance of these statistics to the municipality and what steps should be taken to either improve upon or to maintain good assessment proportionality in compliance with RSA 75:1 and the New Hampshire Constitution.

If you would like to set up an appointment for your municipality to meet with a member of our field staff, please call Stephan Hamilton, Director, Municipal & Property Division, at 230-5950.

## DISCRETIONARY PRESERVATION EASEMENT DEED (RSA 79-D)

We, Katherine and Michael Pellechia (Grantor) of Pine Row Farm, 114 Wiswall Road, County of Strafford and State of New Hampshire, for ourselves, our successors and assigns, for consideration paid, grant to:

The Town of Lee (Grantee), 7 Mast Road, Lee, NH 03861, County of Strafford, State of New Hampshire, a Discretionary Preservation Easement in accordance with the provisions of RSA 79-D for a term of 10 years, beginning in Tax Year 2017, on the following historic agricultural structure, including the land necessary for the function of the building (the Property), described as follows.

The Property is described as a portion of Tax map 32 Lot 1 in the Town of Lee. Also reference Grantor's title by (Quitclaim) deed recorded at Book 4228 Page 617 on July 17, 2014. The barn is 64 feet by 40 feet. The barn is unusual in that it is built on a hillside; the foundation starts at ground level at the top of a rise and, as the ground level drops, the barn is built on "stilts" which are visible from the road.

The Grantee agrees that the Property provides a demonstrated public benefit in accordance with the provisions of RSA 79-D:II. The barn has both historic and agricultural significance, which contribute to its public benefit. The structure is a remaining building from one of the oldest farms in Lee, dating to the mid-18<sup>th</sup> century, which the Davis family held for several hundred years. The farm is part of a cluster of Georgian and Federal style houses, located north of the Lee Hook/Little Hook Road intersection, which help define the historic character of Lee. Built on a hillside, it provides a scenic landmark for those entering Lee on Wiswall Road.

**MAINTENANCE OF THE PROPERTY.** The Grantor agrees to maintain the PROPERTY in a use and weather-tight condition in keeping with its historic integrity and character during the term of the easement, consistent with the purposes of RSA 79-D. See file for specifics and annual evaluations.

**ASSESSMENT OF THE PROPERTY.** The Grantee agrees that the Property shall be assessed, during the term of the Discretionary Easement, based on 25% of full value assessment as provided by RSA 79-D:7.

The assessment shall be based on the Property's use as an historic agricultural structure, and shall

not be increased because the owner undertakes maintenance and repairs designed to preserve the structure.

RELEASE, EXPIRATION, RENEWAL, CONSIDERATION.

I. RELEASE. The Grantor may apply to the local governing body of the Town of Lee for a release from the foregoing Discretionary Preservation Easement upon a demonstration of extreme personal hardship. Upon release from such easement, the Grantor shall pay the following consideration to the tax collector of the Town of Lee.

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

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

II. RENEWAL. Upon the expiration of the term of the discretionary easement, the Grantor may apply for a renewal, and the Grantor/Grantee shall have the same rights and duties with respect to the renewal application as they did with respect to the original application.

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

IV. In the event that the structure is destroyed by fire, storm or other unforeseen circumstance not within the control of the Grantor, the discretionary easement shall be released without penalty.

V. If, during the term of the discretionary easement, the GRANTOR shall fail to maintain the structure in conformity with the foregoing agreement, or shall cause the structure to significantly deteriorate or be demolished or removed, the discretionary easement shall be terminated and a penalty assessed in accordance with Paragraph I (a) and (b) above.

ENFORCEMENT.

When a breach of the Easement comes to the attention of the Grantee, it shall notify the owner of the property subject to the easement, in writing, of such breach, delivered by hand or by certified mail, return receipt requested.

The Grantor shall have 30 days after receipt of such notice to undertake those actions, including restoration, which are reasonably calculated to cure the conditions constituting said breach and to notify the Grantee thereof.

If the Grantor fails to take such curative action, the Grantee may undertake any actions that are reasonably necessary to cure such breach, and the cost thereof, including Grantee's expenses, court

costs and legal fees, shall be paid by the Grantor, provided the said Grantor is determined to be directly or indirectly responsible for the breach.

The Grantee, by accepting and recording the Discretionary Preservation Easement deed agrees to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein provided for and incumbent upon the Grantee, all in furtherance of the preservation purposes for which this Discretionary Preservation Easement Deed is delivered.

WITNESS MY HAND this 18 day of January, 2018

[Signature]  
Witness

[Signature]  
Grantor's Signature

Katherine B. Pellecchia  
Print Name

[Signature]  
Witness

[Signature]  
Grantor's Signature

Michael Pellecchia  
Print Name

STATE OF NEW HAMPSHIRE  
COUNTY OF STRAFFORD

Appeared before me this 18 day of January, 2018, the above signed

Katherine & Michael Pellecchia (known to me or satisfactorily proven to be the same, and  
acknowledged that they execute the same for the purposes contained herein.

[Signature]  
Notary Public/Justice of the Peace

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

ACCEPTED this \_\_\_\_\_ day of January, 2018.

Town of Lee  
By its Select Board

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: **PATRICIA JENKINS** of Lee, New Hampshire in the **County of Strafford:**

Whereas, there is a vacancy in the office of the HERITAGE COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2020.

Given under our hands, this 22<sup>nd</sup> day of January, 2017

.....>

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

.....>

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

**STATE OF NEW HAMPSHIRE  
STRAFFORD COUNTY**

Personally appeared the above named **PATRICIA JENKINS** took and subscribed the foregoing oath. Before me,

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

Date: \_\_\_\_\_, 2017

Received and Recorded:

\_\_\_\_\_

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

Whereas, there is a vacancy in the office of the HERITAGE COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2020.

Given under our hands, this 22<sup>nd</sup> day of January, 2017

.....>

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

.....>

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

**STATE OF NEW HAMPSHIRE  
STRAFFORD COUNTY**

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

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

Date: \_\_\_\_\_, 2017

Received and Recorded:

\_\_\_\_\_

To: **DAVID MEEKER** of Lee, New Hampshire in the **County of Strafford:**

Whereas, there is a vacancy in the office of the HERITAGE COMMISSION and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2020.

Given under our hands, this 22<sup>nd</sup> day of January, 2017

.....>

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

.....>

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

**STATE OF NEW HAMPSHIRE  
STRAFFORD COUNTY**

Personally appeared the above named **DAVID MEEKER** took and subscribed the foregoing oath. Before me,

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

Date: \_\_\_\_\_, 2017

Received and Recorded:

\_\_\_\_\_