

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Office Meeting Room
Monday, January 28, 2019

Present: Josh Trow, Chairman, Suzanne Gottling Vice Chairman, John Augustine, Fred Gallup, Shane Hastings and Donna Nashawaty, Town Manager

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC's:

**Parcel ID:0136-0038-0000 84 Birch Point Road, Stephen & Elizabeth Foley
By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

APPOINTMENTS

6:50PM-Chief David Cahill-Swearing in new Part-Time Officer-Joseph Merullo & Lieutenant Neil Cobb-To receive the Rod Chandler Distinguish Achievement Award.

•Joseph Merullo was sworn in as the Sunapee Police Department's newest part-time police officer. He graduated from Kearsarge High School and recently, Joe graduated from NHTI in Concord, NH where he received his Associates Degree in Criminal Justice. He will be training in the field with Officer Tim Therrian for the next three to four months and will attend the part-time Academy starting Saturday, February 2, 2019.

•Lt. E. Neill Cobb received the RODNEY CHANDLER AWARD FOR DISTINGUISHED ACHIEVEMENT in recognition of his 20 years of service in Law Enforcement. Presenting the award to Lt. Cobb was Rod Chandler's widow, Joan Chandler, and their daughter, Diane Rankin. The Award recognizes "A highly creditable accomplishment, bringing public acclaim to the Officer, the Department, of the Police Profession, as a result of training, devotion to duty, education and service to the public."

7:00PM-Fire Engineers-Operation & Policies Update

The Fire Engineers gave the Board a list of the administrative duties of the Fire Chief. Mark Scott said at the last BOS (Board of Selectmen's) meeting the Fire Engineers were asked to come up with a Volunteer Interest form and on November 26th of last year it was realized that the town's volunteer form had been revised to include the Fire Wards. The Fire Engineers also presented their organizational chart to the Board but are revising and should have it completed within two weeks. Chairman Trow had one question for the Town Manager; once there is a proposed policy set does there need to be a public hearing to accept or because it was voted we can accept as a Board as the one we're going to use. Donna Nashawaty replied that the BOS would oversee that process, the same as the Town Manager with all the job descriptions and duties, which the Board would adopt and become part of the rules. Chairman Trow said that everything needs to be ironed out effectively by March 19, 2019, which is the date in the warrant article. The Fire Engineers will be working on the duties of the Fire Wards. Chairman Trow recapped the documentation the Fire Engineers have given the Board which includes the Fire Chief duties, initial proposed guidelines that is being revised and at the next meeting the Fire Wards duties. The Fire Engineers replied that was correct. The Fire Engineers hope they can present a folder with the organizational minutes so that the BOS can look at that folder to see all the responsibilities and duties of the department. Donna Nashawaty handed out and reviewed some information which is attached on items for consideration during structure she received from her list-serve.

Some BOS members expressed concerns that people who want to be appointed as a Fire Ward have nothing available to tell them what the responsibilities and duties of the position are. Mark Scott offered to stay on for a one-year Fire Ward term to help with the transition. Personally, Chairman Trow appreciates that the current Fire Engineers want to stick around and help with the transition, but there is no guarantee that that's going to happen. After some discussion, the Fire Engineers will bring back the Fire Wards responsibilities and duties of the position to the next BOS meeting.

PUBLIC COMMENTS:

•Chris Whitehouse said that last week the Board voted on the warrant articles and there were two that the CIP (Capital Improvement Program) recommended not to do, but the Board recommended them anyways. Chris Whitehouse wonders why someone would volunteer for a committee like that if their opinion is going to be ignored. He did some research and in 2017 the ABC Committee (Advisory Budget Committee) had comments that echoed the same thing the ABC Committee said this year. Chris Whitehouse is curious about BOS attendance at meetings. The BOS get paid a stipend. He looked up their responsibilities and duties and it does say to make Meetings but what does that mean. Selectman Hastings has missed a lot of meetings and Chris Whitehouse would like to know what is acceptable? Donna Nashawaty replied that there is no Statute controlling attendance. The position is elected and once elected you could not come to any meetings and still could not be removed. Chairman Trow agreed. Selectman Gallup said part of the reason for going to a five-member board from a three-member board many years ago was to give the opportunity for individuals to be able to miss a meeting and still have a quorum and business can still be conducted. During Chris White's CIP comments for the BOS he stated that the committee didn't have the correct balance in the account they were considering, and after further discussion relative to the fire department purchase, current information might not have been presented to the CIP committee either. It was the first year and Chairman Trow felt they might not have quite got the direction that was their charge. Chairman Trow the benefit of that committee and the direction the Board was hoping to get from them was based on what the town needs to purchase and what the equipment the department needs to do their job. The Board wants the CIP to look at that and plan on when things will be done and purchased. Effectively since we have capital reserves it almost takes away some of that need. The capital reserves get rid of that risk. Chairman Trow said the way he looks at a Department Head is he's trusting that they will tell him what they need to do their job. Chris Whitehouse is on two committees and doesn't see any value for giving recommendations to the Board. Chairman Trow said when people started with the ABC and the CIP back fifteen or twenty years ago the committees were a much more important and relative thing. Now with capital reserves Chairman Trow thinks some of that need has gone away. In a town the size of Sunapee where the BOS does deal with policies and with the budget, the BOS has the ability and time to focus on the budget for the budget season. Donna Nashawaty said the committees give another set of eyes to the Board of Selectmen. Selectman Augustine said if you're not satisfied with the way the ABC committee works you have the opportunity to bring your concerns to the voters.

SELECTMEN ACTION

•Welfare-Accept \$1,000 Grant for Food Pantry

Motion to accept the \$1,000 Grant for Food Pantry from New Hampshire Charitable Foundation and to send a note of appreciation to the New Hampshire Charitable

Foundation and the Harkins Family Charitable Fund by Selectman Gallup seconded by Selectman Hastings. Unanimous.

•Host Site for Mobile Pet Food Site (Conceptual)

The Welfare Director was approached by someone who wanted to give a donation to the Food Pantry and with the help of the Humane Society stock it with pet food. In a conversation with the Humane Society, the Welfare Director found out the Humane Society has a mobile Pet Food Pantry that could be scheduled to come to Sunapee on a regular monthly basis. The mobile pantry would be set-up in the Town Office parking lot for an hour or two on Saturdays, so it would not affect town office traffic. Donna Nashawaty wanted to see if the Board had any thoughts on it and would recommend trying the service to see how it works. Donna Nashawaty said the Food Pantry would keep a small supply of pet food in stock.

There were no objections by the Board, so the Welfare Director will get more details and maybe schedule a couple of days for the mobile pantry to come down.

•Use of Facilities – 5/18/19 Lake Sunapee Cruising Fleet Annual Meeting, Safety Services Building. **Motion to approve the Use of Facilities from Lake Sunapee Cruising Fleet to hold their annual meeting on May 18, 2019 at the Safety Services Building by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

•Town Photograph Policy

Chairman Trow said the proposed Photograph Policy came out from all the Sestercentennial photos that Paul Howell took during the celebration. There are two suggestions for the Board's review. Chairman Trow's understanding is if you are in public you can get photographed without your permission, so what are we trying to prevent here? Donna Nashawaty replied posting on public media. After discussion, the Board asked the Town Manager to ask the Town Attorney if they really need this kind of policy.

•Approve and Sign Warrant

Donna Nashawaty said the warrant has been reviewed by the Town Attorney and the (DRA) Department of Revenue and there are a couple of wording changes. These changes will not be reflective in the Deliberative Booklet. The changes are as follows:

The wording should be "unassigned fund balance instead of "unrestricted" fund balance in Articles 12, 13 and 22. In Article 25 it is 2018 unassigned instead of 2017. Articles 27 and 28, which are the Water and Sewer Articles need a recommendation from the Board. Article 29 needs RSA 31:19a added to the wording. Article 30 and 31 change the wording from Fund Balance to the Town's General Fund. Nothing was substantial, just technical.

Motion to approve and sign the warrant by Chairman Trow and Selectman Gallup.

Unanimous. Article 27 needs a recommendation because it is non-lapsing. **Motion to recommend Article 27 by Selectman Gall, seconded by Selectman Gottling. Unanimous.**

Article 28 because it is from a specified fund. **Motion to recommend Article 28 by Selectman Gottling, seconded by Selectman Hastings. Unanimous.**

•Approve and Sign MS-636 (Budget of town)

Motion to approve and sign the MS-636 by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Approve and Sign Default Budget

Motion to approve and sign the Default Budget by Selectman Gottling, seconded by Selectman Hastings. Unanimous.

CHAIRMAN'S REPORT

•Selectman Gottling wanted to thank the Board for approving the message she was going to give municipal and county about the change in days from thirty to forty-five for the Zoning Board. State Representative Linda Tanner introduced the bill, which should go through the House and then to the Senate.

Items requested by Selectman Augustine:

•Update on candidate filings for town elected positions

Betty Ramspott reported that this year there were fourteen openings, which have been advertised on the Town's website, in the Kearsarge Shopper and in the Intertown record for two weeks. As of today, ten of the spots have been applied for. There is still one spot open for the Board of Selectmen, Cemetery Commissioner, Trustee of the Trust Fund and a Zoning Board member.

•Reminder of February 1st deadline for candidate filings

Betty Ramspott stated that the "Candidate for Office Form is available at the Town Clerk's office and filings are open until Friday, February 1st at 5:00PM.

•Share any feedback received regarding possible solar energy committee

Selectman Augustine asked if any of the Board had gotten any feedback regarding a solar energy Committee from the residents. Chairman Trow, Selectman Gallup and Hastings said they had not received any feedback. Selectman Gottling said from someone who was interested and wanted to know where the Board was on it. Selectman Gottling told them whatever they read is where the Board is. Selectman Augustine said someone told him an interesting place to start would be one of the smaller town buildings and see how it goes. Donna Nashawaty was given a couple of websites to look at regarding solar energy. In addition, she received interest from a resident working with New London, who has a Solar Energy Committee and the Chairman has offered to come meet with the Town when you're ready.

TOWN MANAGER REPORTS

•O Sunny Lane, LLC Driveway Permit

Donna Nashawaty stated that at the last meeting the Board signed a driveway permit for O Sunny Lane, LLC. When the subdivision occurred, it showed both driveways coming off Sunny Lane. The driveway permit the Board approved was for Old Route 11 access, which would be over a class six road and approved by the Highway Director. Donna Nashawaty is bringing this up because she should have pointed this out to the Board. At the point they apply for a CZC, the Town will ask for the Building of a Class Six Road document as part of the attachment.

•Sestercentennial Bunting

The Town purchased some bunting out of the Sestercentennial Fun, which the Board approved. Donna Nashawaty received a request from Springfield to "borrow" our bunting for the month of July or for July 12th, 13th and 14th for their Old Home Day. The Fire Department was going to put the bunting up at both stations for Memorial Day. A Sestercentennial Committee member has a couple of boxes in her car that she would like to drop off. Donna Nashawaty is concerned if you put them up for the month of July they will fade significantly. Chairman Trow felt it would be a relatively small gesture of goodwill between the towns and the rest of the Board agreed. The Board agreed to give Springfield the boxes of bunting for the month of July.

•Revenue and Expenditure Reports December

The Board received the reports for the month of December.

•SWEPT (Statewide Education Property Tax)

Donna Nashawaty received a couple of emails from the Assistant Attorney in Portsmouth regarding a couple of bills that are trying to do away with Statewide Education Property Tax, the excess amount sent to the state or do a variety of other things. Her comments were more that she does anticipate that there's probably going to be some legal court cases that come out of this piece if the bills pass. These bills were put on the table last week and only on Friday did they get the language to them. Two of the bills are being heard tomorrow afternoon by the House Education Committee. The Assistant Attorney wanted towns to look at this and maybe consider hiring a Lobbyist. Donna Nashawaty called her and asked her how her City Manager felt about this, because these are towns that can't go and hire a \$50,000 a year Lobbyist because of their budgets. The City Manager got approval from the City Council to hire this person on the wherewithal that the towns would come forward and help defray the cost. Selectman Gallup stated it was money well spent. Donna Nashawaty wanted to bring it to the Board's attention and thinks it should be in the forefront of the town's attention. The Board should keep its eye of these bills and be ready to mobilize if necessary. Donna Nashawaty will forward any more information she receives to the Board.

•Audit Report

The Board received the 2017 Audit Report and there were no suggestions, or a Management letter included with the report this year.

Meeting adjourned at 9:13PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
6:30PM Town Office Meeting Room
Monday, January 28, 2019

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CZC's:

Parcel ID:0136-0038-0000 84 Birch Point Road, Stephen & Elizabeth Foley

2. APPOINTMENTS

6:50PM-Chief David Cahill-Swearing in new Part-Time Officer-Joseph Merullo & Lieutenant Neil Cobb-To receive the Rod Chandler Distinguish Achievement Award

7:00PM-Fire Engineers-Operation & Policies Update

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

•Welfare

- Accept \$1,000 Grant for Food Pantry
- Host site for Mobile pet food site (concept)

•Use of Facilities – 5/18/19 Lake Sunapee Cruising Fleet Annual Meeting, Safety Services Building

•Town Photograph Policy

•Approve and Sign warrant

•Approve and Sign MS-636 (budget of town)

•Approve and Sign Default Budget

5. CHAIRMAN'S REPORT

Items requested by Selectman Augustine:

- Update on candidate filings for town elected positions
- Reminder of February 1st deadline for candidate filings
- Share any feedback received regarding possible solar energy committee

6. TOWN MANAGER REPORTS

•O Sunny Lane, LLC Driveway Permit

•Sestercentennial Bunting

•Revenue and Expenditure reports December

•SWEPT

•Audit Report

7. UPCOMING MEETINGS:

01/29-5:30PM-Abbott Library Trustees, Abbott Library

02/04-7:00PM-School Deliberative Session, SMHS Gym

02/05-7:00PM-Town Deliberative Session, SMHS Gym

02/06-7:00PM-Conservation Commission, Town Meeting Room

02/11-6:30PM-Board of Selectmen, Town Meeting Room

02/11-7:00PM-Fire Engineers, Safety Services Building

Board of Selectmen

SIGN-IN SHEET

Date 1/28/19

NAME

Steve Marshall

Chris Whitehouse

~~John [unclear]~~

Joan Chandler

Shirley [unclear]

Tom Newell

Carol Newell

Faye Newell

Mike Newell

Mark Scott

DAN RIGGLES

Howard Hargrave

ADMINISTRATIVE DUTIES OF THE FIRE CHIEF

- 1) Budget Meetings
- 2) Department Head Meetings
- 3) Kearsarge Mutual Aid Meetings
- 4) Regional Hazmat Meetings
- 5) Town Safety Committee Meetings
- 6) Meetings with the Town Manager
- 7) Meetings with the Board Of Selectmen
- 8) Peer Committee Meetings
- 9) Meetings with area Fire Chiefs
- 10) Fireward Meetings
- 11) 4th of July Meeting
- 12) Meetings with People/Businesses about Fire Codes
- 13) Meetings with Sales and Service Companies
- 14) Taking Phone Calls from Insurance Companies for information about the Department
- 15) School Inspections
- 16) Care Facility Inspections
- 17) Oil Burner Inspections
- 18) Woodstove Inspections
- 19) Fireworks Inspections
- 20) Issue Permits to Operate a Place Of Assembly
- 21) All Department Vehicle Inspections, Registrations and Service
- 22) Complete Run Sheets/Time/Point Sheets Monthly
- 23) Approve all Bills for the Fire Department and Safety Services Building
- 24) Schedule Equipment and Property Repairs for Safety Services Building and Georges Mills Station
- 25) Meet with all New Members to obtain W9's, W4's and distribute Gear
- 26) Investigate All Complaints
- 27) Reprimand in writing
- 28) Make and Issue ID Cards for Members
- 29) Oversee the Purchasing of New Equipment
- 30) Investigate/Take Care of Alarms at the Safety Services Building and Georges Mills Station
- 31) Day to Day Operational Decisions
- 32) Travel to Obtain Supplies for the Fire Department and Safety Services Building
- 33) Issue Occupancy Permits
- 34) Attend Deliberative Session
- 35) Attend Summer Town Meeting
- 36) As Fire Warden, Write Fire Permits

Town of Sunapee Call Fire Department

Items for Consideration during structure

- Fire Wards **see Holderness #2*
 - Duties
 - Appointment
 - Right to know items

- Pay structure (Must be in place soon)
 - DOL issue relative to points tied to hour **reference DOL FLSA compliance*
 - Now that chief not an elected person, hourly wage and points don't work
 - Work on adoption of pay table

- Operations
 - Primex **see Deerfield* will come in and do a risk assessment of fire station and of operations #4
 - Tour of facility
 - Service testing of apparatus, equipment
 - Policy and Procedures, membership and training.
 - Job descriptions and organizational structure
 - Appointing a Chief
 - Job description
 - Process
 - How does the Town Manager interact

- Duties and Tasks
 - Reporting
 - Bill approval
 - Timesheet approval
 - Hiring process for firemen

Question asked: We are undergoing a structure change in our fire department. Can anyone share their structure statement, organization and powers or a link to those documents. We have a call fire department that was run by 4 elected fire engineers, now changing to appointed by the Selectmen, 3 Fire Wards that will appoint the Chief.

Sunapee: Currently pay monthly points based on \$10 hour plus a stipend for position held paid per quarter. Pay chief points and hourly pay totaling approx. \$15,000 per year. Not an issue in the past since elected position, once appointed not able to pay points per hour and hourly pay. See #1

Fitzwilliam: sent current rates they pay fire department and ambulance. The Fire Wards are proposing a new plan and don't have those rates yet.

| | Current | 1% COLA |
|-----------------|---------|---------|
| Firefighter I | \$8.50 | \$8.59 |
| Firefighter II | \$9.12 | \$9.21 |
| FF/EMT | \$10.83 | \$10.94 |
| Fire Lieutenant | \$11.80 | \$11.92 |
| Captain | \$12.67 | \$12.79 |
| Fire Chief | \$13.97 | \$14.11 |

Holderness: See Firewards Role's document. See #2

New London: Fire Wards, appointed, no formal requirements beyond residency. Fire department 2 f/t, pay by the hour \$12. - \$21.97. Chief keeps the records and submits payroll on a monthly basis. Additionally officers are paid a set amount (not hourly) to be "on call"

Hillsborough: pay all firefighters and EMT's an hourly wage with extra stipends for supervisory positions. Chief is a full time salary position

Greenfield: Gave me a copy of job description of chief #3. They have a point system, however not tied to hours. \$12.50 for call points and \$10.70 for meeting points. The chief is a volunteer with a stipend. 20% rule is "nominal" based on the total cost of hiring a full time FD employee. Selectmen meetings and other staff meetings are not meeting points for the chief, part of the appointed position. So they have a volunteer chief that is paid \$18,000 as a stipend (no points). They used a compensation comparison to other towns to make sure the stipend was under the IRS 20% rules. DOL approved what they did.

Lincoln: pay an hourly rate to all firefighters. Their hourly rate is based on training/certification level. They pay on a quarterly basis.

Entry Level FF with no experience (in-training) \$12.00 /hr.

FF 1 certification: \$13.50/ hr.

FF 2 certification \$14.50/hr.

EMT basic certification with either of the above cert. add \$.50/ hr.

Lieutenant \$14.00 to \$16.00 DOQ and time with department

Captain \$16.00 to \$18.00/ hr DOQ and time with department (both captains are at the \$16.00 currently)

We just created a Deputy Chief Position and are working on setting an hourly wage. My sense is I will settle somewhere in the \$18.00 to \$20.00 per hour range.

Our Chief is a full-time town employee who divides his time between the FD, Code Compliance, and Health Officer. He is NH Retirement Group 1.

2019 looking at department staffing and wages and have included in the budget this year the establishment of 7 day a week, 10 hour per day per diem firefighters in the station.

Fracestown: they instituted a small stipend (\$500) for each of the line officers last year and a \$5,000 stipend for the Chief. This year the department presented a tiered stipend plan for all firefighters. They are working thru the DOL opinions and area market rates to determine if this plan fits the definition of "nominal fee". Copy provided

Gilford: They pay firefighters an hourly rate of \$12.26-\$19.85 for all time actually worked depending on rank and years of service. They have a full time fire chief who is paid Salary/competitive wages and all benefits.

Sunapee Fire Pay Protocol

Point System

- 1 point equals 10 dollars
- 1 point equals one hour per call and training

Points for Rank

- 200 points Chief
- 100 points Deputy Chief
- 20 points Capt.
- 10 points Lt.

Points for Training

FIREFIGHTER MEMBER

- 10 points Firefighter I
- 20 points Firefighter II

EMS MEMBERS

- 10 points First Responder
- 20 points EMT B
- 30 points EMT A
- 40 points EMT P

HAZMAT TRAINED

- 10 points Hazmat Ops
- 20 points Hazmat Decon
- 30 points Hazmat Tech.

We pay for all calls that are toned.

We pay for meetings (monthly meeting, officer meeting and EMS monthly meeting)

We pay for training approved by Chief (monthly training, EMS training and all in house training)

We pay for all work details approved by Chief (bike race, loony lunge, open house, fire prevention, fire works standby, hose testing and work details)

We will not pay for special detail. (parades, putting Christmas lights up, highway trash pickup, blood drive and ect,)

You must make 10% of all calls per quarter to receive the officer points. (if you are firefighter/EMS)

You must make 10% of calls per quarter to receive the officer points. (if only a EMS person EMS calls)
(if only a firefighter only fire calls)

Training Points are based on records from NH Fire Standing & Training and Emergency Medical Service

You must make 10% of all calls per quarter to receive the training points. (if you are firefighter/EMS)

You must make 10% of calls per quarter to receive the training points. (if only a EMS person EMS calls)
(if only a firefighter only fire calls)

You must make 2/3 of meeting and training per quarter to receive bonus points.

Bonus points are paid each quarter if you make the bonus points.

Each quarter is one quarter of the bonus points that you get for the year.

If you don't make bonus points in at quarter you loose them

#2

Holderness Firewards Roles and Responsibilities

Firewards are the elected governing body of the Holderness Fire Department. It shall be the duty of the Firewards, or their designee, to represent the Department before the Town and Select Board.

The Firewards shall have an active role in helping the Fire Department meet its stated objective of preparing for and providing a prompt, adequate, response to emergency situations for the residents and property owners of the Town.

MEMBERS

As Municipal, elected officials, the Ward's must be residents of the Town. Three members shall be elected on a rotating basis to individual three-year terms. Should a member not fill their term, the Select Board shall appoint an individual to fill the unexpired term of that member. The Ward in their third year shall be the Chair, unless they decline the position. The Junior member each year shall be the Clerk. The Firewards shall take action only by a majority vote. (RSA 154: 1, III and RSA 154:1, VIII).

MEETINGS

The Wards shall meet at least twice during the year on the first Wednesday of April and October at 6PM, in the Fire Station. These and all other meetings will be noticed in the Post Office, Town Office and on the Town's website. Attendance of Wards at Fire Department, or other Town functions (meetings, training, emergencies, etc.) in which they are not carrying out the duties as Firewards shall not be considered meetings.

MINUTES

Minutes of meetings shall be taken by the Clerk and shall be kept, available for public view, by the Fire Chief.

BUDGET

The Fire Chief and the Firewards, with input from the department members, shall prepare a budget for the Fire Department. The Firewards shall sign the budget for submission to the Select Board. The Firewards, or their designee, shall present each fiscal year operating budget to the Select Board and Budget Committee during each budget cycle.

The Firewards and the Fire Chief will comprise the Finance Committee to approve all claims against the Department and the purchasing of all equipment and supplies. The Chief shall have authority to expend funds for items in an approved budget. Moving funds between budget lines shall require Firewards approval.

The Firewards shall also work with the Fire Chief and the Select Board in updating and maintaining Capital Improvement items for longer term budgeting issues.

DEPARTMENT OPERATIONS

The Fire Chief shall be appointed by the Select Board upon recommendation by the Department Executive Committee which includes the Firewards. The Fire Chief shall have charge of all operations of the Department as per the Town and Department Policies and guidelines. The Firewards may address variations from these Policies and Guidelines or any other issues within the Department only after consultation with the Chief. The Town Administrator will solicit input from the Firewards when conducting the Fire Chief's performance evaluations.

EMERGENCY OPERATIONS

At any emergency, fire or otherwise, the Wards do not have any operational authority as Wards. Operational authority of the Department resides with the Fire Chief and other Fire Department Officers.

CONTRACTS & AGREEMENTS

A recommendation for any Fire Department contracts or agreements must be approved by the majority of the Firewards.


AMBULANCE SERVICE

The contract Ambulance Service has been, and should continue to be, handled by the Select Board. The Firewards and Chief should be consulted prior to each contract renewal. The Fire Department will continue to provide first responder service to all medical calls.

CHANGES

Changes to this document shall require the approval of the majority of the Select Board and the majority of the Firewards.

Adopted: October 2, 2017



Jill White, Chair, Select Board



David Dupuis, Holderness Fireward



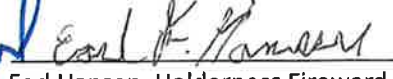
Woodie Laverack, Vice Chair, Select Board



Randy Eastman, Holderness Fireward



Sam Brickley, Select Board



Earl Hansen, Holderness Fireward



Shelagh Connelly, Select Board



Peter Francesco, Select Board

3

**TOWN OF GREENFIELD
APPOINTED FIRE CHIEF**

JOB SUMMARY

Responsible for the day to day Fire and EMS operations of the Greenfield Fire Department. Performs supervisory and administrative work in planning, organizing, budgeting, staffing, managing, and directing all administrative and tactical operations of the department. Will have a good working knowledge of and exercise good judgment of best practices consistent with the policy and procedures of the Town of Greenfield and the Greenfield Fire Department.

SUPERVISION RECEIVED

Works with considerable operational independence and personal judgment under the administrative direction of the Selectboard. Uses judgment and initiative in interpreting orders, rules, regulations, procedures, laws, and in meeting emergency situations. Work is reviewed by conferences and observation of effectiveness of work performed. Confers regularly with the Town Administrator and the Selectboard. Work is annually reviewed through observation of the effectiveness of work performed and conferences by the Town Administrator. Such assessments may be appealed to the Selectboard, the final authority in evaluations.

SUPERVISION EXERCISED

Supervises directly or through subordinates all members of the Fire Department and provides administrative direction and training to assure the delivery of effective fire suppression and emergency medical programs for the Town. Responsible for the selection, evaluation, and discipline of staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(The listed examples are illustrative only and may not include all duties found in this position.)

1. Establishes Department goals, objectives, policies, procedures, and regulations to assure the maximum readiness to respond to the Town's needs for emergency services; compiles and maintains records; reviews reports of others to assure progress toward the established goals and takes corrective action where necessary.
2. Coordinates and directs the activities of the Fire Department in all areas of fire protection and emergency medical services including, but not limited to, firefighting, fire prevention, fire service training, EMS training; hazardous materials, natural disaster, and emergency rescue operations; assisting the emergency medical providers as needed, and maintenance of Department equipment and facilities. Strives continually to improve efficiency and effectiveness of fire prevention and firefighting resources. Consults with the Selectboard on major policy issues and priorities and meets with various Town, community, and departmental personnel to explain and carry out these objectives.
3. Supervises, schedules, and assigns duties to Fire personnel. Assigns areas of responsibility to subordinate Fire Department officers and delegates to officers the assignment of duties to individual firefighters. Supervises in-service educational programs.
4. Responsible for responding to fire and medical calls on his/her duty shift as well as whenever possible at all other times day or night. Responds directly to the scene in his/her own vehicle to evaluate the situation and make decisions as to required personnel, apparatus and alarm status. Acts as the Incident Commander (IC) on calls. Directs operations through instructions to subordinates; engages directly in firefighting, takes charge of emergency situations, directly provides primary emergency medical care as necessary, or directs

and guides other providers through the call. Defers to more highly certified medical providers with respect to medical care rendered. Provides auto extrication and rescue services as needed.

5. Develops and administers Department's operating budget; makes projections and recommendations for additional personnel and equipment. Considerable time spent researching equipment prices and obtaining multiple quotes. Attends budget hearings, town meeting, and other informational meetings to answer questions and concerns by residents.
6. Enrolls volunteers, outfits, teaches, counsels, evaluates, and provides organizational leadership and support to staff. Handles problems in assignment, discipline, morale, training, or any other problems regarding departmental policy. Hears grievances and settles complaints. Establishes chain of command.
7. Keeps abreast of new fire fighting, rescue, and fire prevention techniques and equipment maintenance through workshops, seminars, and publications. Reviews departmental compliance with regulatory matters. Maintains Department membership and skill level in keeping with the needs of the community in a degree of readiness for all activities at all times.
8. Responsible for, or overseeing others, in preparing NFIRS, TEMSIS and all other reporting in a timely and compliant manner.
9. Responsible for interacting with many other outside agencies including mutual aid partners, the Police Department, Highway Department and numerous State and Federal authorities. Acts as liaison with State Fire Marshall's Office.
10. Works with the department Training Officer to coordinate and provide appropriate Fire and EMS training for the department members.
11. Participates in public education on the department's Fire and Emergency Medical Services, including presentations at senior housing, community groups, schools and other organizations.
12. Responsible for working with the Planning Board to prepare a Capital Improvement Plan.
13. Responsible for personnel issues including promotion, training opportunities, discipline, hiring and dismissal. Works as a member of the department's management team to promote a positive and inclusive work environment.
14. Performs other related duties as required.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED

Thorough knowledge of the principles and practices of modern fire department administration; thorough knowledge of modern firefighting duties, methods, and techniques; thorough knowledge of the operation of fire equipment, tools, and apparatus used in modern fire suppression; thorough knowledge of fire prevention and thorough knowledge of training methods and the ability to instruct others in the use of machines and equipment. Knowledge of emergency medical care and rescue operations; knowledge of sprinkler systems and fire alarm systems; knowledge of Town ordinances, State laws, and relevant codes; knowledge of budgetary practices and procedures. Skill in driving and operating specialized fire equipment and trucks; skill in emergency management. Ability to assess and direct fire and rescue operations; ability to exercise judgment and resourcefulness in correcting hazardous conditions; ability to operate both as a member of a team and independently at incidents of uncertain duration; ability to supervise others; ability to plan, organize, evaluate, and direct the work of others; ability to develop training and instructional procedures; ability to inspect and operate, fire and emergency medical equipment and apparatus; ability to operate two-way radio equipment; ability to read plans and blueprints; ability to maintain computer records, and to prepare and present oral and computer generated material relating to the activities of the Department; ability to communicate effectively with others and to establish

effective working relationships with other Town officials, State and federal authorities, civic leaders, Town of Greenfield employees, and the general public. Ability to face life or death decisions during emergency conditions; ability to sustain physical activity and intense concentration under emotionally stressful situations for long periods of time; ability to perform complex tasks during life-threatening situations; ability to carry 150 pounds greater than 100 feet; ability to make rapid transitions from rest to near maximal exertion without warm-up periods; ability to spend extensive time outdoors exposed to the elements; ability to tolerate extreme fluctuations in temperature (up to 400°) and humidity (from dry to 100%) while performing duties and wearing equipment that significantly impairs body cooling mechanisms; ability to wear personal protective equipment weighing approximately 50 pounds, including positive pressure breathing equipment; ability to be on-call 24 hours per day to meet emergency situations.

MINIMUM QUALIFICATIONS REQUIRED

High School graduate or GED with at least eight (8) years experience actively responding to fire and EMS calls, six (6) years of which are in a supervisory role at progressive Officer levels. Firefighter II (or higher) or EMT (or higher) may be substituted for up to two years of experience; OR any equivalent combination of education and related work experience, which demonstrates possession of the required knowledge, skills, and abilities. Working knowledge of TEMSIS and NFIRS reporting. Computer skills required. Must be a resident of the Town of Greenfield or live within 10 minutes response time of the Greenfield Fire Department. Possession of valid New Hampshire driver's license without suspension or limitation. The availability 24 hours per day to meet emergency situations.

PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS

(The physical demands described here are representative of those that must be met by an official to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

The nature of the position requires the official to be in, and maintain, sound physical condition. Work is performed in a variety of environmental conditions, including heat, cold, wet, icy, slippery, muddy, noisy, etc., and in environments of poor visibility, limited mobility, at heights, and in enclosed or confined spaces. Official may be exposed to fire, smoke, toxic fumes, dusts, chemicals, solvents, substances, fuels, and fluids, as well as grotesque sights and smells associated with major trauma and burn victims. Tasks and procedures performed in some emergencies may involve risks classified by Center for Disease Control as Category I, Category II, and Category III. Work may involve emotional stress and hazards of traumatic or thermal injury, disability, or even death when fighting fires and dealing with hazardous rescue situations. Official must rely on senses of sight, hearing, smell, and touch to help determine the nature of the emergency, maintain personal safety, and make critical decisions in a confused, chaotic, and potentially life threatening environment through the duration of the operation. Required to use hands to finger, handle, and feel objects, tools, or controls; handle or operate equipment; required to reach with hands and arms, climb and balance, stoop, kneel, crouch, crawl; required to sit, talk or hear, stand, walk, taste or smell. Required to frequently lift and/or move up to 50 pounds and occasionally lift and/or move 150 pounds or more. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and the ability to adjust focus.

The successful candidate may be asked to provide a letter from their primary care physician attesting to the above, or alternatively be required to take a workplace physical at the department's expense.

4

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

September 22, 2015

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

Ms. Jeanette Foisy, Town Administrator
Town of Deerfield
8 Raymond Road
PO Box 159
Deerfield, NH 03037

www.nhprimex.org

Fax Numbers

Claims
(603) 228-3833

Re: Fire Department Risk Assessment

Coverage Programs/
Education & Training
(603) 228-3905

Dear Jeanette,

Primex3 Health/
Finance & Administration
(603) 226-6903

This letter will confirm my visit to the Deerfield Fire Department Central Station on September 11, 2015. I met there with you, Fire Chief Mark Tibbetts, Select Board Members and others at your request to conduct a risk assessment of the fire station and of fire department operations.

Member Services/
Risk Management Services
(603) 228-0650

The assessment involved a tour of the facility and the apparatus. I questioned service testing of equipment and long term plans for the apparatus, equipment and facility in terms of replacement and/or upgrades. I also inquired about policy and procedures, membership and training.

As for the station it is well maintained though its age and size limit the ability for the agency to accommodate modern apparatus and modern fire service practices. Modern fire apparatus would need significant customization to fit in existing bays and the current station cannot easily accommodate diesel fume emission systems, decontamination rooms and other needs without significant renovation/addition.

From a procedural perspective I applaud the Chief and his staff. It is not often I encounter a small agency with the protocols and practices in place that I found in Deerfield.

To assist you, the Board and the department I have outlined my concerns and/or findings on the attached pages as recommendations. Please keep me apprised of any actions related to addressing the recommendations. I look forward to working with you to further the Town's risk management efforts.

Sincerely,



David A. Witham, CRM
Risk Management Supervisor

DAW/

**TOWN OF DEERFIELD FIRE DEPARTMENT
RISK MANAGEMENT RECOMMENDATIONS**

2015-01: COMMUNICABLE DISEASE / SANITATION:

Since fire and rescue personnel commonly encounter blood and bodily fluids, measures for disinfection of equipment and personnel need consideration. Included would be separate rooms/areas for disinfecting equipment and personnel. This area should be well lit with adequate ventilation, floor drains and a hands-free operable sink(s). All drains should flow to a sanitary sewer system and should not contaminate other areas of the station.



Date Completed: _____ Or Estimated Date of Completion: _____

Actions Taken (or to be taken):

2015-02: DIESEL EMISSIONS MANAGEMENT:

Manage the diesel emissions produced by apparatus and other equipment. There are several ways to manage said emissions. They include:

- Source Capture – Hoses affixed to vehicle exhaust vent emissions directly to the outside (i.e. Plymovent®).
- Space Ventilation – Large fans and make-up air louvers vent the air in the space over a predetermined time based on space volume.
- Filters – Truck mounted filters process emissions to remove harmful contaminants (i.e. Ward Diesel®).
- Air Purification – These ceiling mounted units purify air removing harmful contaminants by passing the air through filters (i.e. AirMation®)



All four methods are used by other agencies statewide and all have their respective benefits and drawbacks. Space and other restrictions in the current facility may make installation of any system difficult at best.

As with any system, the manufacturer and/or engineer should be involved to determine the type and size of units needed for maximum operational effectiveness.

Date Completed: _____ Or Estimated Date of Completion: _____

Actions Taken (or to be taken):

2015-03: FIRE PROTECTION SYSTEMS:

The facility does not have any fire suppression systems. While alarms may help with early notification and evacuation, the age and nature of the station makes it susceptible to rapid fire spread. In addition, the overcrowded conditions would make firefighting operations very dangerous inside the building.

Fires in these types of facilities often generate larger losses to equipment than facilities itself. Equipment stored indoors likely has a higher value than the building itself.

Ultimately, the facility should have designed and installed a modern fire protection system(s) for life and property protection.



| |
|--|
| Date Completed: _____ Or Estimated Date of Completion: _____ |
| Actions Taken (or to be taken): |

2015-04: GEAR STORAGE ROOM:

The increasing number of firefighters with cancer and job-related health issues demands attention to restricting firefighters' exposure to carcinogens on the job and in fire stations. To that end consider the storage of turnout gear and equipment in a ventilated room away from administrative and living areas. Provide separate laundry areas for turnout gear.



| |
|--|
| Date Completed: _____ Or Estimated Date of Completion: _____ |
| Actions Taken (or to be taken): |

2015-05: OVERHEAD DOOR SAFETY SENSORS:

Install safety sensors on all overhead doors with automatic openers/closers. So called entrapment protection requirements are aimed at reducing the potential for entrapment between the edge of the garage door and the floor and have been required since 1982. Safety sensors have a reversing feature that senses obstructions.



| |
|--|
| Date Completed: _____ Or Estimated Date of Completion: _____ |
| Actions Taken (or to be taken): |

2015-06: SCBA FILL STATION:

Upgrade the SCBA fill station. The station shall fully enclose the cylinder during filling to contain the fragments if a cylinder ruptures. Moreover, the system shall direct the concussive air blast away from the operator and bystanders. A warning sign shall indicate the hazards inherent in the operation of filling SCBA cylinders.



Date Completed: _____ Or Estimated Date of Completion: _____

Actions Taken (or to be taken):

2015-07: COMPRESSED GAS CYLINDER SAFETY:

Both SCBA/Cascade air cylinders and oxygen (O₂) cylinders are used in the facility. All cylinders must have valve protection caps in place both those in use and those in storage. In addition, all cylinders must be secured to the wall to prevent tipping even when empty. Several oxygen cylinders were found unsecured and the SCBA cascade cylinders lacked valve protection caps.



Date Completed: _____ Or Estimated Date of Completion: _____

Actions Taken (or to be taken):

2015-08: VACCINATION PROGRAM:

Consult with the Town's designated medical professional as to the need to re-establish a comprehensive vaccination program for firefighters. Increasingly first responders are being exposed to a sicker population and thus more communicable diseases. It is more important to consider protection through vaccinations such as Hepatitis B, Varicella (chicken pox), Tetanus and others as indicated by risk.

Date Completed: _____ Or Estimated Date of Completion: _____

Actions Taken (or to be taken):

2015-09: GENERAL SPACE CONSIDERATIONS:

As noted, the Deerfield Central Fire Station, due to age and size, limits the ability for the agency to accommodate modern apparatus and modern fire service practices. Modern fire apparatus would need significant customization to fit in existing bays and the current station cannot accommodate diesel fume emission systems, decontamination rooms and other needs without significant renovation/addition. In addition, existing conditions are restrictive and leave little room for error when moving apparatus in and out and for fire personnel boarding equipment. Below are several pictures of exiting conditions.





NEW HAMPSHIRE
CHARITABLE FOUNDATION

LAKES MANCHESTER MONADNOCK NASHUA NORTH COUNTRY PISCATAQUA UPPER VALLEY

TERMS OF AWARD

Grant awards are made only for the purpose(s) specified in the enclosed award letter. Deposit of the grant award check signifies your intent to comply with the terms and conditions of the award as outlined below, and serves as our receipt for the enclosed grant award payment.

1. **Expenditure of Grant Funds** - The grant award is made only for the purpose(s) specified in the award letter, and subject to any conditions included therein.

Grants may be used to support attempts to influence legislation of any governmental body when both specifically allowed in the Resolution, and under certain circumstances. These circumstances include either (i) the grant recipient has made the election to lobby referred to in Section 501(h) of the Internal Revenue Code and a copy of Form 5168 is forwarded to the Foundation or (ii) no substantial part of the activities of the grant recipient is carrying on propaganda or otherwise attempting to influence legislation.

In any case, no part of any grant may be used for a political campaign. Grants may, however, be used to make available the result of nonpartisan analysis, study and research.

2. **Return of Grant Funds to New Hampshire Charitable Foundation and its Regions**
 - (a) Grants will be returned if the Foundation determines that the grant recipient has not performed in accordance with the **Terms of Award**, or met the conditions described in the award letter.
 - (b) Unexpended grant balances should be returned to the Foundation if the grant recipient loses its exemption from federal income taxation as provided for under Section 501(c)(3) of the Internal Revenue Code.

Anti-Discrimination in Grantmaking Policy - The NH Charitable Foundation does not knowingly fund organizations or projects that illegally discriminate with regard to employees, volunteers, or clients served based on age, sex, religion/creed, race, national or ethnic origin, sexual orientation, gender identity or expression, physical or mental ability, marital status, military or veterans status, pregnancy or genetic information.



NEW HAMPSHIRE
CHARITABLE FOUNDATION

UP TO THE PROMISE

December 26, 2018

Ms. Laura Trow
Welfare Administrator
Town of Sunapee, NH
23 Edgemont Road
Sunapee, NH 03782

Grant ID#: 117580

Dear Ms. Trow:

Congratulations! I am pleased to inform you that a \$1,000.00 grant has been approved to your organization from the Harkins Family Charitable Fund, one of the Foundation's advised funds. The grant is for the Food Pantry.

A Terms of Award information sheet which explains the terms and conditions of the grant accompanies this letter. Please review this document carefully. Deposit of the enclosed grant check signifies your acceptance and intent to comply with the terms of the award; it also serves as our receipt for this payment.

We encourage you to publicize your work and if you do so, please check that you make reference to the support provided by the Harkins Family Charitable Fund of the New Hampshire Charitable Foundation. We also encourage you to share your story with us so we can help publicize your good work. If you would like additional information about the Foundation's publicity guidelines, including logos, please visit our website at www.nhcf.org/publicity

Our best wishes for the success of your programs.

Sincerely,

Amy Langille
Donor Services Manager

X 20292

Dial 3

If you have any questions, please contact donorservices@nhcf.org or call (603) 225-6641 and select the *donor services* option from our phone directory.

PLEASE NOTE: By accepting this gift, the grant recipient acknowledges that the entire value of this contribution is for charitable purposes and no goods, services or benefits were provided to any individuals affiliated with said donor advised fund.

New Hampshire Charitable Foundation

Check Date: 12/27/2018
Check Number: 233353

To: Town of Sunapee, NH
23 Edgemont Road
Sunapee, NH 03782

| Invoice Number | Date | Description | Amount | Discount | Net Amount |
|-------------------|------------|---|------------|----------|------------|
| GE-DA018-117580-1 | 12/27/2018 | Harkins Family Charitable Fund grant for the Food | \$1,000.00 | \$0.00 | \$1,000.00 |
| | | Totals: | \$1,000.00 | \$0.00 | \$1,000.00 |

New Hampshire Charitable Foundation

Check Date: 12/27/2018
Check Number: 233353

To: Town of Sunapee, NH
23 Edgemont Road
Sunapee, NH 03782

| Invoice Number | Date | Description | Amount | Discount | Net Amount |
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| | | Totals: | \$1,000.00 | \$0.00 | \$1,000.00 |

New Hampshire Charitable Foundation
37 Pleasant St
Concord, NH 03301

Citizens Bank
Manchester, NH

011401533

| CHECK DATE | CHECK NO. |
|--------------|-----------|
| 12/27/2018 | 233353 |
| CHECK AMOUNT | |

PAY ****One thousand and 00/100 Dollars****

\$ 1,000.00**

TO
THE
ORDER
OF

Town of Sunapee, NH
23 Edgemont Road
Sunapee, NH 03782

T. Zibel

AUTHORIZED SIGNATURE

⑈ 233353 ⑈ ⑆ 011401533 ⑆ 3305127351 ⑈

All amounts are in US Dollars

Town of Sunapee
APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

Area (Circle One): BenMere/Banstand – Sunapee Harbor – Georges Mills Harbor – Dewey Beach – Coffin Park – Ski Tow
~~Safety Services Building~~ – Town Hall

Name of Organization: LAKE SUNAPEE CRUISING FLEET

This Organization is: Profit Non Profit Political Private Other

Name of Duly Authorized: GEORGE J MORIN - SECRETARY LSCF

Mailing Address: 222 County Rd
 Bedford, NH 03110

Daytime Phone: 603 422-2030 Evening Phone: 603 714-5157

I/We hereby apply for permission to use the above circled Town facility on:

Event Date: 5/18/2019 Time From 0800 To: 1200

Please describe the event: ANNUAL meeting of LSCF membership. Membership consists mostly of local sailors many are Sunapee residents with an interest in sailboat racing.

I/We acknowledge understanding the following restrictions:

- (1) The Town of Sunapee enforces the Ordinance for Control and Use of Alcoholic Beverages. If per permitted, please attached a copy of the permit to the application. If approved by the Selectmen, I understand:
 - a. Alcohol will not be sold.
 - b. I will designate a person over the age of 21 who will be responsible for monitoring the event for appropriate alcohol consumption by attendees.
 - c. I will designate two designated drivers who will not consume any alcohol and who will be available until the end of the event.
 - d. I am responsible for terminating the event by midnight.
 - e. I agree that random police checks may be made at any time.
 - f. I understand all relevant State laws must be complied with.
 - g. I under I must obtain liability insurance in the amount of \$300,000 and a copy must be filed with the Board of Selectmen before use of alcohol will be permitted.
- (2) If this event will likely bring more than 50 people or 20 cars to the area, the applicant must first submit this application to the Chief of Police. The Chief of Police may require the applicant to hire police officer(s) for crowd or traffic control.
- (3) No equipment or materials may be permanently attached to the building/structure without specific permission from the Board of Selectmen.
- (4) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area (Copy attached).
- (5) The applicant shall indemnify and hold the Town of Sunapee, its employees, agents, and representatives harmless from any and all suits, actions, claims, in equity or at law, for damages asserted by any attendees at such function, or other third parties, resulting from the use of the premises, or from the food and beverages served at the above-described function. In addition, in the event that the town is required to respond to any claims of any nature arising in connection with the function or the applicant's use of the premises, the applicant agrees to pay to the Town all costs, fees, charges and attorney's fees which may be incurred by the Town concerning such claims.

I/We plan on 20 # of people and 14 # of vehicles attending our event.

George J. Morin Signature of Responsible Individual 01/15/2019 Date

[Signature] Approved by Chief of Police 01-18-2019 Date

0 # of Officer(s) will be assigned to event at applicant's expense.

Approved by Recreation Director (if applicable) _____ Date _____

[Signature] Approved by Fire Chief (if applicable) 01/18/19 Date

Signature of Approving/Denying Authority (Chairman of the Board of Selectmen) _____ Date _____

Insurance: At least ten (10) days prior to such scheduled function, the applicant shall furnish to the Office of the Sunapee Board of Selectmen written confirmation that the applicant has secured adequate liability insurance covering the event in an amount not less than \$300,000. In the event that alcoholic beverages permitted shall be required to also furnish to the Selectmen's Office, at least ten (10) days prior to such function, written confirmation that the applicant has secured a liquor liability insurance policy in an amount not less than \$1,000,000.

***Suggested \$50 donation for non-residents**

Sample Photograph Policy for Discussion

January Meeting 2019 Sestercentennial Committee

Option I

The photographs on this thumb drive are the property of the Town of Sunapee. Permission for use of and/or reproduction of the photographs is given to patrons of Sunapee's Abbott Library for personal use only. No commercial activity or posting of photographs on social media is permitted unless permission is obtained from the Board of Selectmen of Sunapee, NH.

Option 2

The photographs on this thumb drive are the property of the Town of Sunapee. Permission for use of and/or reproduction of the photographs is given to patrons of Sunapee's Abbott Library for personal use only. No commercial activity or posting of photographs on social media is permitted unless permission is obtained from the Board of Selectmen of Sunapee, NH. Permission for posting on social media is allowed for photographs containing people if all people in the photograph are family members of the poster.

Notes for changes from last warrant

| Article | Change |
|---------|---|
| 12 | Unassigned Fund Balance |
| 13 | Unassigned Fund Balance |
| 22 | Unassigned Fund Balance |
| 25 | December 31, 2018 Unassigned Fund Balance |
| 27 | Needs to have Recommendation because it is non lapsing |
| 28 | Needs to have Recommendation because it is from a specified fund |
| 29 | Issue about kind of fund so added RSA 31:19-a and to authorize the acceptance of privately donated gifts, legacies, and devises to be utilized for the same purposes , Note: any funds raised as public funds need to go to another fund or non lapsing if necessary. |
| 30 & 31 | Change from Fund Balance to the Town's General Fund |

**TOWN OF SUNAPEE TOWN WARRANT
THE STATE OF NEW HAMPSHIRE**

TO THE INHABITANTS OF THE TOWN OF SUNAPEE, County of Sullivan, in the State of New Hampshire, qualified to vote in Town Affairs:

You are hereby notified to meet in the Sunapee Middle High School Gymnasium, located on North Road, in said Sunapee, on Tuesday, the 5th day of February, 2019, at 7:00 pm for the deliberative portion of the annual Town Meeting, to discuss Articles 1 thru 9 and to amend, if deemed appropriate, Articles 10 through 31, hereinafter set forth. Final voting action on all articles shall take place by ballot on Tuesday, the 12th day of March, 2019, at the Sherburne Gymnasium, Route 11, in said Sunapee. The polls shall be opened from 8:00 am to 7:00 pm.

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

| | |
|-------------------------------|-------------|
| 2 Selectmen | 3 Year Term |
| 1 Treasurer | 1 Year Term |
| 1 Cemetery Commissioner | 3 Year Term |
| 2 Library Trustees | 3 Year Term |
| 1 Trustee of Trust Fund | 3 Year Term |
| 2 Planning Board Members | 3 Year Term |
| 3 Water & Sewer Commissioners | 3 Year Term |
| 2 Zoning Board Members | 3 Year Term |

Article 2: Are you in favor of adoption of Amendment No. 1, proposed by the Planning Board for the Town Zoning Ordinance as follows:

Amend Article III, Section 3.50 (f) by clarifying that the exception allows lateral expansions only (i.e. no closer to the road) and that any expansion must be at least 10' from the Right-of-Way.

The full text of Section 3.50(f) as amended will be as follows:

If a pre-existing primary structure is non-conforming due to inadequate front setback, the ZBA may allow additions *within the front setback provided that the following conditions are met:*

- 1) *the addition does not further decrease the front setback*
- 2) *the addition is at least 10' from the right-of-way at all points*
- 3) *the addition is no higher than the predominant ridge line of the existing building.*

Article 3: Are you in favor of adoption of Amendment No. 2, proposed by the Planning Board for the Town Zoning Ordinance as follows:
Amend Article III, Section 3.50 (i) by deleting provision (1) of the section to remove reference to horizontal expansion.

The full text of Section 3.50 (i) as amended will be as follows:

The ZBA may allow a pre-existing non-conforming structure to undergo vertical expansion or be replaced with a higher structure provided that:

- 1) *deleted*
- 2) the existing structure is a house (living *space* only), garage or commercial building;
- 3) the existing structure is less than 24' in height;
- 4) the vertical expansion will be no more than 10' higher than the pre-existing structure,
- 5) any roof changes are within the height requirements set forth in this Ordinance;
- 6) in the judgment of the ZBA, no abutter will be adversely affected by the enlargement (loss of view will not be considered an adverse impact);
- 7) all state and local permits are acquired to insure compliance with Article VII of the Ordinance;
- 8) such enlargement or replacement, in the judgment of the ZBA, is consistent with the intent of the Ordinance.

Article 4: Are you in favor of adoption of Amendment No. 3, proposed by the Planning Board for the Town Zoning Ordinance as follows:
Amend Article VI, Section 6.12 to indicate that non-conforming structures may be replaced in a smaller envelope.

The full text of Section 6.12 as amended will be as follows:

A Pre-Existing, Non-Conforming Structure existing at the time of the passage of this Ordinance (March 18, 1987) may be replaced in the same *or smaller* envelope by a new structure having the same purpose and use provided that the non-conformity to this Ordinance is not increased thereby. The reconstruction of any other non-conforming structure requires a variance or special exception of the Zoning Board of Adjustment.

The replacement of a non-conforming structure with a structure that increases the non-conformity to this Ordinance, either vertically or horizontally, shall only be permitted by variance or, if permitted hereby, by Special Exception.

Article 5: Are you in favor of adoption of Amendment No. 4, proposed by the Planning Board for the Town Zoning Ordinance as follows:
Amend Article VIII, Section 8.21 to better define which construction activities require a Certificate of Zoning Compliance.

The full text of Section 8.21 as amended will be as follows:

8.21 Certificate Required if:

- (a) a new structure is to be constructed or installed;
- (b) an existing structure is to *undergo expansion*;
- (c) additional dwelling units are to be added to the existing structure;
- (d) any municipal structure is to be constructed or *undergo expansion*;
- (e) *a bedroom or kitchen is to be added to an existing structure*;
- (f) a structure is to be demolished;
- (g) a Site Plan Review Approval has been granted by the Planning Board
- (h) *interior renovations in excess of \$25,000 not included in (a)-(g) above (no fee will be required for a permit under this subsection)*

Article 6: Are you in favor of adoption of Amendment No. 5, proposed by the Planning Board for the Town Zoning Ordinance as follows:
Amend Article XI by adding a definition of Land Clearing which will include activities associated with forestry operations.

The full text of the definition of Land Clearing will be as follows:

Land Clearing – The removal of vegetation associated with forestry or agricultural operations. This includes only the removal of trees and vegetation but not stumping or other activities included in the definition of Land Disturbance.

Article 7: Are you in favor of adoption of Amendment No. 6, proposed by the Planning Board for the Town Zoning Ordinance as follows:
Amend Article XI by adding a definition of Land Disturbance which will include activities related to excavation and earth moving.

The full text of the definition of Land Disturbance will be as follows:

Land Disturbance – Any activity which disturbs the ground surface. This includes but is not limited to excavation, grading, cuts/fills, grubbing, and other earth moving activities.

Article 8: Are you in favor of adoption of Amendment No. 7, proposed by the Planning Board for the Town Zoning Ordinance as follows:

Amend Article XI by adding a definition of Living Space that includes areas of a house used for gathering, eating, sleeping or hygiene.

The full text of the definition of Living Space will be as follows:

Living Space – The area of a structure that is used primarily for gathering, eating, sleeping, or hygiene. It includes enclosed porches but does not include decks.

Article 9: Are you in favor of adoption of Amendment No. 8, proposed by the Planning Board for the Town Zoning Ordinance as follows:

Amend Article XI by adding a definition of Primary Structure which will include structures such as homes, garages, commercial buildings, and institutional buildings.

The full text of the definition of Primary Structure will be as follows:

Primary Structure – A primary structure includes homes, garages, commercial buildings, and institutional buildings. It does not include sheds, decks, or similar structures.

Article 10: To hear the reports of the Selectmen, Treasurer, Auditors, Committees, and/or other officers heretofore chosen.

Article 11: Are you in favor of the Town raising and appropriating, as an operating budget, not including appropriations by special warrant articles, nor other appropriations voted separately, the amounts as 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 \$7,648,681? Should this article be defeated, the default budget shall be \$7,528,828, which is the same as last year, with certain adjustments required by the previous action of the Town of Sunapee 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.

Article 12: Are you in favor of the Town raising and appropriating the sum of \$10,000 for the purpose of continuing the preservation of town records, with said funds to come from December 31, 2018, Unassigned Fund Balance? If approved, this funding will remain as part of the operating and default budget for the future.

Article 13: Are you in favor of the Town raising and appropriating the sum of \$8,659 to purchase new voting booths with said funds to come from December 31, 2018, Unassigned Fund Balance?

Article 14: Are you in favor of the Town raising and appropriating the sum of \$135,000 to be added to the Highway and Transfer Station Equipment Capital Reserve Fund previously established? *Recommended by the Board of Selectmen*

Article 15: Are you in favor of the Town raising and appropriating the sum of \$184,000 to purchase and equip a new Highway Dump Truck with plow and sanding apparatus for the Highway Department, authorizing the sale or trade-in of the existing truck (H4), authorizing the withdrawal of up to \$184,000 from the Highway and Transfer Station Capital Reserve Fund established for that purpose, and authorizing the use of said trade-in or sale estimated to be \$15,000 to reduce the amount withdrawn from said fund? *Recommended by the Board of Selectmen*

Article 16: Are you in favor of the Town raising and appropriating the sum of \$53,200 to construct phase 3 of 3 of a cold storage building at the Highway Garage, by authorizing the withdrawal of \$53,200 from the Hydroelectric Revenue Fund as previously established for that purpose by Article 38 of the 1987 Town Meeting? *Recommended by the Board of Selectmen*

Article 17: Are you in favor of the Town raising and appropriating the sum of \$25,000 to be added to the Used Highway Equipment Capital Reserve Fund? *Recommended by the Board of Selectmen*

Article 18: Are you in favor of the Town raising and appropriating the sum of \$40,000 to be added to the Town Buildings Maintenance Capital Reserve Fund previously established? *Recommended by the Board of Selectmen*

Article 19: Are you in favor of the Town raising and appropriating the sum of \$115,000 to be added to the Fire Apparatus and Equipment Capital Reserve Fund previously established? *Recommended by the Board of Selectmen*

Article 20: Are you in favor of the Town raising and appropriating the sum of \$125,000 to purchase and equip a Fast Response Utility Truck for the Fire Department; and to fund this appropriation by authorizing the withdrawal of up to \$125,000 from the Fire Apparatus and Equipment Capital Reserve Fund established for that purpose? *Recommended by the Board of Selectmen*

Article 21: Are you in favor of the Town raising and appropriating the sum of \$50,000 to be added to the Town Road Bridges Capital Reserve Fund previously established? *Recommended by the Board of Selectmen*

Article 22: Are you in favor of the Town raising and appropriating the sum of \$10,000 to be placed in the Computer System Upgrade Capital Reserve Fund previously established with said funds to come from December 31, 2018, Unassigned Fund Balance? *Recommended by the Board of Selectmen*

Article 23: Are you in favor of the Town raising and appropriating the sum of \$55,000 to be placed in the Conservation Commission Fund previously established, to be used for conservation purposes accordance with RSA 36-A? *Recommended by the Board of Selectmen*

Article 24: Are you in favor of the Town raising and appropriating the sum of \$5,000 to be placed in the Milfoil Control Non-Capital Reserve Fund previously established? *Recommended by the Board of Selectmen*

Article 25: Are you in favor of the Town raising and appropriating the sum of \$1,600 to be added to the Cemetery Expendable Trust Fund previously established for the general maintenance and care of burial lots of the Cemeteries, and to authorize the transfer of said sum from the December 31, 2018, Unassigned Fund balance? *Recommended by the Board of Selectmen*

Article 26: To see if the Town will vote to raise and appropriate the sum of twenty one thousand five hundred twenty dollars (\$21,520) to make the current part time police administrative assistant position a fulltime police administrative assistant position. The current administrative assistant works 34.5 hours a week. This will bring the position to 40 hours a week. This sum covers 9 months of wages and benefits. If approved, this funding will remain as part of the operating and default budget for the future.

Article 27: Are you in favor of the Town raising and appropriating the sum of \$370,000 for the purpose of upgrading the Sewer Pump Stations; and to fund this appropriation by authorizing the withdrawal of up to \$370,000 from existing Sewer Department fund balance? This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the work is completed or December 31, 2024, whichever occurs first. *Recommended by the Board of Selectmen*

Article 28: Are you in favor of the Town raising and appropriating the sum of \$30,000 for the purpose of refurbishing the Water and Sewer Department's 2003 CAT backhoe; and to fund this appropriation by authorizing the withdrawal of up

to \$30,000 from December 31, 2018, existing Water and Sewer Department Fund Balance? *Recommended by the Board of Selectmen*

Article 29: To see if the Town will vote to establish a Recreation Trust Fund under RSA 31:19-a for the purpose of developing the field known as Veterans Field on Route 11 in Sunapee; to authorize the acceptance of privately donated gifts, legacies, and devises to be utilized for the same purposes, furthermore, to designate the Board of Selectmen as Agent to expend?

Article 30: To see if the Town will vote to discontinue the Sestercentennial Trust Fund created in 2017: said funds with any accumulated interest to the date of withdrawal, are to be transferred to the Town's General Fund?

Article 31: To see if the Town will vote to discontinue the Old Abbott Library Capital Reserve Fund created in 2018; said funds with any accumulated interest to the date of withdrawal, are to be transferred to the Town's General Fund?

January 28, 2019

Joshua Trow

Suzanne Gottling

John Augustine

Frederick Gallup

Shane Hastings



Appropriations

| Account | Purpose | Article | Expenditures for | Appropriations | Proposed Appropriations for period | |
|---|--|---------|-----------------------------|---------------------------------|------------------------------------|--|
| | | | period ending 12/31/2018 | for period ending 12/31/2018 | ending 12/31/2019 (Recommended) | ending 12/31/2019 (Not Recommended) |
| General Government | | | | | | |
| 0000-0000 | Collective Bargaining | | \$0 | \$0 | \$0 | \$0 |
| 4130-4139 | Executive | 11 | \$272,022 | \$309,568 | \$325,904 | \$0 |
| 4140-4149 | Election, Registration, and Vital Statistics | 11 | \$198,748 | \$216,701 | \$216,537 | \$0 |
| 4150-4151 | Financial Administration | 11 | \$151,826 | \$204,630 | \$222,127 | \$0 |
| 4152 | Revaluation of Property | 11 | \$80,819 | \$110,000 | \$112,218 | \$0 |
| 4153 | Legal Expense | 11 | \$16,801 | \$18,000 | \$18,000 | \$0 |
| 4155-4159 | Personnel Administration | 11 | \$970 | \$1,000 | \$1,000 | \$0 |
| 4191-4193 | Planning and Zoning | 11 | \$45,672 | \$51,957 | \$55,252 | \$0 |
| 4194 | General Government Buildings | 11 | \$136,726 | \$170,920 | \$179,983 | \$0 |
| 4195 | Cemeteries | 11 | \$11,135 | \$13,506 | \$13,625 | \$0 |
| 4196 | Insurance | 11 | \$7,540 | \$7,540 | \$7,540 | \$0 |
| 4197 | Advertising and Regional Association | 11 | \$11,775 | \$13,911 | \$13,981 | \$0 |
| 4199 | Other General Government | 11 | \$23,974 | \$30,205 | \$30,651 | \$0 |
| General Government Subtotal | | | \$958,008 | \$1,147,938 | \$1,196,818 | \$0 |
| Public Safety | | | | | | |
| 4210-4214 | Police | 11 | \$783,954 | \$813,923 | \$847,327 | \$0 |
| 4215-4219 | Ambulance | 11 | \$57,222 | \$57,222 | \$59,516 | \$0 |
| 4220-4229 | Fire | 11 | \$163,058 | \$200,325 | \$202,257 | \$0 |
| 4240-4249 | Building Inspection | | \$0 | \$0 | \$0 | \$0 |
| 4290-4298 | Emergency Management | 11 | \$0 | \$200 | \$200 | \$0 |
| 4299 | Other (Including Communications) | 11 | \$119,010 | \$140,852 | \$156,535 | \$0 |
| Public Safety Subtotal | | | \$1,123,244 | \$1,212,522 | \$1,265,835 | \$0 |
| Airport/Aviation Center | | | | | | |
| 4301-4309 | Airport Operations | | \$0 | \$0 | \$0 | \$0 |
| Airport/Aviation Center Subtotal | | | \$0 | \$0 | \$0 | \$0 |
| Highways and Streets | | | | | | |
| 4311 | Administration | | \$0 | \$0 | \$0 | \$0 |
| 4312 | Highways and Streets | 11 | \$1,510,763 | \$1,656,914 | \$1,796,828 | \$0 |
| 4313 | Bridges | | \$0 | \$0 | \$0 | \$0 |
| 4316 | Street Lighting | 11 | \$12,239 | \$16,800 | \$16,800 | \$0 |
| 4319 | Other | | \$0 | \$0 | \$0 | \$0 |
| Highways and Streets Subtotal | | | \$1,523,002 | \$1,673,714 | \$1,813,628 | \$0 |



Appropriations

| Account | Purpose | Article | Expenditures for | Appropriations | Proposed Appropriations for period | |
|--|---------------------------------------|---------|-----------------------------|---------------------------------|------------------------------------|-------------------|
| | | | period ending 12/31/2018 | for period ending 12/31/2018 | (Recommended) | (Not Recommended) |
| Sanitation | | | | | | |
| 4321 | Administration | | \$0 | \$0 | \$0 | \$0 |
| 4323 | Solid Waste Collection | | \$0 | \$0 | \$0 | \$0 |
| 4324 | Solid Waste Disposal | 11 | \$482,099 | \$504,287 | \$533,327 | \$0 |
| 4325 | Solid Waste Cleanup | | \$0 | \$0 | \$0 | \$0 |
| 4326-4328 | Sewage Collection and Disposal | | \$0 | \$0 | \$0 | \$0 |
| 4329 | Other Sanitation | | \$0 | \$0 | \$0 | \$0 |
| Sanitation Subtotal | | | \$482,099 | \$504,287 | \$533,327 | \$0 |
| Water Distribution and Treatment | | | | | | |
| 4331 | Administration | | \$0 | \$0 | \$0 | \$0 |
| 4332 | Water Services | | \$0 | \$0 | \$0 | \$0 |
| 4335 | Water Treatment | | \$0 | \$0 | \$0 | \$0 |
| 4338-4339 | Water Conservation and Other | | \$0 | \$0 | \$0 | \$0 |
| Water Distribution and Treatment Subtotal | | | \$0 | \$0 | \$0 | \$0 |
| Electric | | | | | | |
| 4351-4352 | Administration and Generation | | \$0 | \$0 | \$0 | \$0 |
| 4353 | Purchase Costs | | \$0 | \$0 | \$0 | \$0 |
| 4354 | Electric Equipment Maintenance | | \$0 | \$0 | \$0 | \$0 |
| 4359 | Other Electric Costs | | \$0 | \$0 | \$0 | \$0 |
| Electric Subtotal | | | \$0 | \$0 | \$0 | \$0 |
| Health | | | | | | |
| 4411 | Administration | 11 | \$376 | \$5,133 | \$5,193 | \$0 |
| 4414 | Pest Control | 11 | \$0 | \$500 | \$500 | \$0 |
| 4415-4419 | Health Agencies, Hospitals, and Other | 11 | \$15,176 | \$15,176 | \$15,176 | \$0 |
| Health Subtotal | | | \$15,552 | \$20,809 | \$20,869 | \$0 |
| Welfare | | | | | | |
| 4441-4442 | Administration and Direct Assistance | 11 | \$14,927 | \$43,677 | \$43,808 | \$0 |
| 4444 | Intergovernmental Welfare Payments | | \$0 | \$0 | \$0 | \$0 |
| 4445-4449 | Vendor Payments and Other | | \$0 | \$0 | \$0 | \$0 |
| Welfare Subtotal | | | \$14,927 | \$43,677 | \$43,808 | \$0 |
| Culture and Recreation | | | | | | |
| 4520-4529 | Parks and Recreation | 11 | \$153,149 | \$151,659 | \$161,086 | \$0 |
| 4550-4559 | Library | 11 | \$351,362 | \$379,760 | \$400,953 | \$0 |
| 4583 | Patriotic Purposes | 11 | \$35 | \$200 | \$200 | \$0 |
| 4589 | Other Culture and Recreation | 11 | \$5,000 | \$5,000 | \$5,000 | \$0 |
| Culture and Recreation Subtotal | | | \$509,546 | \$536,619 | \$567,239 | \$0 |



Appropriations

| Account | Purpose | Article | Expenditures for | Appropriations | Proposed Appropriations for period | |
|--|--|---------|-----------------------------|---------------------------------|------------------------------------|--|
| | | | period ending 12/31/2018 | for period ending 12/31/2018 | ending 12/31/2019 (Recommended) | ending 12/31/2019 (Not Recommended) |
| Conservation and Development | | | | | | |
| 4611-4612 | Administration and Purchasing of Natural Resources | 11 | \$3,550 | \$3,550 | \$3,550 | \$0 |
| 4619 | Other Conservation | | \$0 | \$0 | \$0 | \$0 |
| 4631-4632 | Redevelopment and Housing | | \$0 | \$0 | \$0 | \$0 |
| 4651-4659 | Economic Development | | \$0 | \$0 | \$0 | \$0 |
| Conservation and Development Subtotal | | | \$3,550 | \$3,550 | \$3,550 | \$0 |
| Debt Service | | | | | | |
| 4711 | Long Term Bonds and Notes - Principal | 11 | \$247,480 | \$262,156 | \$262,883 | \$0 |
| 4721 | Long Term Bonds and Notes - Interest | 11 | \$56,625 | \$65,566 | \$58,479 | \$0 |
| 4723 | Tax Anticipation Notes - Interest | 11 | \$0 | \$1,000 | \$1,000 | \$0 |
| 4790-4799 | Other Debt Service | | \$0 | \$0 | \$0 | \$0 |
| Debt Service Subtotal | | | \$304,105 | \$328,722 | \$322,362 | \$0 |
| Capital Outlay | | | | | | |
| 4901 | Land | | \$0 | \$0 | \$0 | \$0 |
| 4902 | Machinery, Vehicles, and Equipment | | \$0 | \$81,172 | \$0 | \$0 |
| 4903 | Buildings | | \$0 | \$92,000 | \$0 | \$0 |
| 4909 | Improvements Other than Buildings | | \$0 | \$85,000 | \$0 | \$0 |
| Capital Outlay Subtotal | | | \$0 | \$258,172 | \$0 | \$0 |
| Operating Transfers Out | | | | | | |
| 4912 | To Special Revenue Fund | | \$0 | \$0 | \$0 | \$0 |
| 4913 | To Capital Projects Fund | | \$0 | \$0 | \$0 | \$0 |
| 4914A | To Proprietary Fund - Airport | | \$0 | \$0 | \$0 | \$0 |
| 4914E | To Proprietary Fund - Electric | 11 | \$46,767 | \$233,113 | \$233,912 | \$0 |
| 4914O | To Proprietary Fund - Other | | \$0 | \$0 | \$0 | \$0 |
| 4914S | To Proprietary Fund - Sewer | 11 | \$657,232 | \$1,103,076 | \$1,116,243 | \$0 |
| 4914W | To Proprietary Fund - Water | 11 | \$330,213 | \$563,276 | \$531,090 | \$0 |
| 4918 | To Non-Expendable Trust Funds | | \$0 | \$0 | \$0 | \$0 |
| 4919 | To Fiduciary Funds | | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers Out Subtotal | | | \$1,034,212 | \$1,899,465 | \$1,881,245 | \$0 |
| Total Operating Budget Appropriations | | | | | \$7,648,681 | \$0 |



Special Warrant Articles

| Account | Purpose | Article | Proposed Appropriations for period ending 12/31/2019 | |
|--|--|---------|---|-------------------|
| | | | (Recommended) | (Not Recommended) |
| 4902 | Machinery, Vehicles, and Equipment | 15 | \$184,000 | \$0 |
| | <i>Purpose: To purchase Highway Dump Truck from Capital Reserv</i> | | | |
| 4902 | Machinery, Vehicles, and Equipment | 20 | \$125,000 | \$0 |
| | <i>Purpose: Purchase Fast Response Utility Truck</i> | | | |
| 4903 | Buildings | 16 | \$53,200 | \$0 |
| | <i>Purpose: withdraw from Hydroelectric Revenue Fund for phase</i> | | | |
| 4914S | To Proprietary Fund - Sewer | 27 | \$370,000 | \$0 |
| | <i>Purpose: upgrade sewer pump stations from sewer fund balanc</i> | | | |
| 4914S | To Proprietary Fund - Sewer | 28 | \$20,000 | \$0 |
| | <i>Purpose: refurbishing the Water and Sewer Backhoe</i> | | | |
| 4914W | To Proprietary Fund - Water | 28 | \$10,000 | \$0 |
| | <i>Purpose: refurbishing the Water and Sewer Backhoe</i> | | | |
| 4915 | To Capital Reserve Fund | 14 | \$135,000 | \$0 |
| | <i>Purpose: add to Highway and Transfer Station Equipment Capi</i> | | | |
| 4915 | To Capital Reserve Fund | 17 | \$25,000 | \$0 |
| | <i>Purpose: Add to Used Highway Equip CRF</i> | | | |
| 4915 | To Capital Reserve Fund | 18 | \$40,000 | \$0 |
| | <i>Purpose: Add Funds to Town Buildings Maintenance CRF</i> | | | |
| 4915 | To Capital Reserve Fund | 19 | \$115,000 | \$0 |
| | <i>Purpose: Add to Fire Apparatus CRF</i> | | | |
| 4915 | To Capital Reserve Fund | 21 | \$50,000 | \$0 |
| | <i>Purpose: add funds to Town Road Bridges CRF</i> | | | |
| 4915 | To Capital Reserve Fund | 22 | \$10,000 | \$0 |
| | <i>Purpose: add to Computer System Upgrade Capital Reserve</i> | | | |
| 4916 | To Expendable Trusts/Fiduciary Funds | 23 | \$55,000 | \$0 |
| | <i>Purpose: add to Conservation Fund</i> | | | |
| 4916 | To Expendable Trusts/Fiduciary Funds | 24 | \$5,000 | \$0 |
| | <i>Purpose: add to Milfoil Control non capital reserve fund</i> | | | |
| 4916 | To Expendable Trusts/Fiduciary Funds | 25 | \$1,600 | \$0 |
| | <i>Purpose: add to cemetary Expendable Trust Fund</i> | | | |
| Total Proposed Special Articles | | | \$1,198,800 | \$0 |



Individual Warrant Articles

| Account | Purpose | Article | Proposed Appropriations for period ending 12/31/2019 | |
|---|-----------------------------------|--|--|-------------------|
| | | | (Recommended) | (Not Recommended) |
| 4210-4214 | Police | 26 | \$21,520 | \$0 |
| | | <i>Purpose: Police Department full-time administrative assista</i> | | |
| 4909 | Improvements Other than Buildings | 12 | \$10,000 | \$0 |
| | | <i>Purpose: raise and appropriate 10000 preservation of record</i> | | |
| 4909 | Improvements Other than Buildings | 13 | \$8,659 | \$0 |
| | | <i>Purpose: purchase new voting booths</i> | | |
| Total Proposed Individual Articles | | | \$40,179 | \$0 |



Revenues

| Account | Source | Article | Actual Revenues for period ending 12/31/2018 | Estimated Revenues for period ending 12/31/2018 | Estimated Revenues for period ending 12/31/2019 |
|---|---|---------|--|---|---|
| Taxes | | | | | |
| 3120 | Land Use Change Tax - General Fund | | \$0 | \$6,375 | \$0 |
| 3180 | Resident Tax | | \$0 | \$0 | \$0 |
| 3185 | Yield Tax | | \$0 | \$2,791 | \$0 |
| 3186 | Payment in Lieu of Taxes | | \$0 | \$0 | \$0 |
| 3187 | Excavation Tax | | \$0 | \$86 | \$0 |
| 3189 | Other Taxes | | \$0 | \$0 | \$0 |
| 3190 | Interest and Penalties on Delinquent Taxes | 11 | \$0 | \$60,000 | \$60,000 |
| 9991 | Inventory Penalties | | \$0 | \$0 | \$0 |
| Taxes Subtotal | | | \$0 | \$69,252 | \$60,000 |
| Licenses, Permits, and Fees | | | | | |
| 3210 | Business Licenses and Permits | 11 | \$0 | \$500 | \$500 |
| 3220 | Motor Vehicle Permit Fees | 11 | \$0 | \$750,000 | \$750,000 |
| 3230 | Building Permits | 11 | \$0 | \$35,000 | \$35,000 |
| 3290 | Other Licenses, Permits, and Fees | 11 | \$0 | \$36,000 | \$36,000 |
| 3311-3319 | From Federal Government | | \$0 | \$0 | \$0 |
| Licenses, Permits, and Fees Subtotal | | | \$0 | \$821,500 | \$821,500 |
| State Sources | | | | | |
| 3351 | Shared Revenues | | \$0 | \$0 | \$0 |
| 3352 | Meals and Rooms Tax Distribution | 11 | \$0 | \$177,291 | \$177,291 |
| 3353 | Highway Block Grant | 11 | \$0 | \$124,468 | \$124,468 |
| 3354 | Water Pollution Grant | 11 | \$0 | \$0 | \$7,508 |
| 3355 | Housing and Community Development | | \$0 | \$0 | \$0 |
| 3356 | State and Federal Forest Land Reimbursement | | \$0 | \$0 | \$0 |
| 3357 | Flood Control Reimbursement | | \$0 | \$0 | \$0 |
| 3359 | Other (Including Railroad Tax) | | \$0 | \$7,508 | \$0 |
| 3379 | From Other Governments | 11 | \$0 | \$104,054 | \$109,054 |
| State Sources Subtotal | | | \$0 | \$413,321 | \$418,321 |
| Charges for Services | | | | | |
| 3401-3406 | Income from Departments | 11 | \$0 | \$118,025 | \$109,820 |
| 3409 | Other Charges | 11 | \$0 | \$2,000 | \$2,000 |
| Charges for Services Subtotal | | | \$0 | \$120,025 | \$111,820 |
| Miscellaneous Revenues | | | | | |
| 3501 | Sale of Municipal Property | 11 | \$0 | \$5,000 | \$8,000 |
| 3502 | Interest on Investments | 11 | \$0 | \$57,000 | \$80,000 |
| 3503-3509 | Other | 11 | \$0 | \$30,000 | \$26,000 |
| Miscellaneous Revenues Subtotal | | | \$0 | \$92,000 | \$114,000 |



Revenues

| Account | Source | Article | Actual Revenues for period ending 12/31/2018 | Estimated Revenues for period ending 12/31/2018 | Estimated Revenues for period ending 12/31/2019 |
|--|--|-------------------|--|---|---|
| Interfund Operating Transfers In | | | | | |
| 3912 | From Special Revenue Funds | | \$0 | \$0 | \$0 |
| 3913 | From Capital Projects Funds | | \$0 | \$0 | \$0 |
| 3914A | From Enterprise Funds: Airport (Offset) | | \$0 | \$0 | \$0 |
| 3914E | From Enterprise Funds: Electric (Offset) | 11, 16 | \$0 | \$285,113 | \$287,112 |
| 3914O | From Enterprise Funds: Other (Offset) | | \$0 | \$0 | \$0 |
| 3914S | From Enterprise Funds: Sewer (Offset) | 11, 28, 27 | \$0 | \$1,114,743 | \$1,506,243 |
| 3914W | From Enterprise Funds: Water (Offset) | 11, 28 | \$0 | \$551,609 | \$541,090 |
| 3915 | From Capital Reserve Funds | 15, 20 | \$0 | \$78,172 | \$309,000 |
| 3916 | From Trust and Fiduciary Funds | | \$0 | \$0 | \$0 |
| 3917 | From Conservation Funds | | \$0 | \$0 | \$0 |
| Interfund Operating Transfers In Subtotal | | | \$0 | \$2,029,637 | \$2,643,445 |
| Other Financing Sources | | | | | |
| 3934 | Proceeds from Long Term Bonds and Notes | | \$0 | \$0 | \$0 |
| 9998 | Amount Voted from Fund Balance | 22, 12, 25, 13 | \$0 | \$0 | \$30,259 |
| 9999 | Fund Balance to Reduce Taxes | 11 | \$0 | \$0 | \$350,000 |
| Other Financing Sources Subtotal | | | \$0 | \$0 | \$380,259 |
| Total Estimated Revenues and Credits | | | \$0 | \$3,545,735 | \$4,549,345 |



Budget Summary

| Item | Period ending 12/31/2018 | Period ending 12/31/2019 |
|---|-----------------------------|-----------------------------|
| Operating Budget Appropriations | | \$7,648,681 |
| Special Warrant Articles | \$911,522 | \$1,198,800 |
| Individual Warrant Articles | \$133,659 | \$40,179 |
| Total Appropriations | \$8,341,484 | \$8,887,660 |
| Less Amount of Estimated Revenues & Credits | \$4,019,087 | \$4,549,345 |
| Estimated Amount of Taxes to be Raised | \$4,322,397 | \$4,338,315 |



Appropriations

| Account | Purpose | Prior Year Adopted Budget | Reductions or Increases | One-Time Appropriations | Default Budget |
|---|--|------------------------------|----------------------------|----------------------------|--------------------|
| General Government | | | | | |
| 0000-0000 | Collective Bargaining | \$0 | \$0 | \$0 | \$0 |
| 4130-4139 | Executive | \$309,568 | \$10,965 | \$0 | \$320,533 |
| 4140-4149 | Election, Registration, and Vital Statistics | \$216,701 | \$102 | \$0 | \$216,803 |
| 4150-4151 | Financial Administration | \$204,630 | \$7,951 | \$0 | \$212,581 |
| 4152 | Revaluation of Property | \$110,000 | \$0 | \$0 | \$110,000 |
| 4153 | Legal Expense | \$18,000 | \$0 | \$0 | \$18,000 |
| 4155-4159 | Personnel Administration | \$1,000 | \$0 | \$0 | \$1,000 |
| 4191-4193 | Planning and Zoning | \$51,957 | \$513 | \$0 | \$52,470 |
| 4194 | General Government Buildings | \$170,920 | \$8,137 | \$0 | \$179,057 |
| 4195 | Cemeteries | \$13,506 | \$179 | \$0 | \$13,685 |
| 4196 | Insurance | \$7,540 | \$0 | \$0 | \$7,540 |
| 4197 | Advertising and Regional Association | \$13,911 | \$2 | \$0 | \$13,913 |
| 4199 | Other General Government | \$30,205 | \$401 | \$0 | \$30,606 |
| General Government Subtotal | | \$1,147,938 | \$28,250 | \$0 | \$1,176,188 |
| Public Safety | | | | | |
| 4210-4214 | Police | \$813,923 | \$20,376 | \$0 | \$834,299 |
| 4215-4219 | Ambulance | \$57,222 | \$2,294 | \$0 | \$59,516 |
| 4220-4229 | Fire | \$200,325 | \$162 | \$0 | \$200,487 |
| 4240-4249 | Building Inspection | \$0 | \$0 | \$0 | \$0 |
| 4290-4298 | Emergency Management | \$200 | \$0 | \$0 | \$200 |
| 4299 | Other (Including Communications) | \$140,852 | \$10,480 | \$0 | \$151,332 |
| Public Safety Subtotal | | \$1,212,522 | \$33,312 | \$0 | \$1,245,834 |
| Airport/Aviation Center | | | | | |
| 4301-4309 | Airport Operations | \$0 | \$0 | \$0 | \$0 |
| Airport/Aviation Center Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Highways and Streets | | | | | |
| 4311 | Administration | \$0 | \$0 | \$0 | \$0 |
| 4312 | Highways and Streets | \$1,656,914 | \$116,629 | \$0 | \$1,773,543 |
| 4313 | Bridges | \$0 | \$0 | \$0 | \$0 |
| 4316 | Street Lighting | \$16,800 | \$0 | \$0 | \$16,800 |
| 4319 | Other | \$0 | \$0 | \$0 | \$0 |
| Highways and Streets Subtotal | | \$1,673,714 | \$116,629 | \$0 | \$1,790,343 |



**2019
MS-DTB**

Appropriations

| Account | Purpose | Prior Year Adopted Budget | Reductions or Increases | One-Time Appropriations | Default Budget |
|--|---------------------------------------|------------------------------|----------------------------|----------------------------|------------------|
| Sanitation | | | | | |
| 4321 | Administration | \$0 | \$0 | \$0 | \$0 |
| 4323 | Solid Waste Collection | \$0 | \$0 | \$0 | \$0 |
| 4324 | Solid Waste Disposal | \$504,287 | \$15,746 | \$0 | \$520,033 |
| 4325 | Solid Waste Cleanup | \$0 | \$0 | \$0 | \$0 |
| 4326-4328 | Sewage Collection and Disposal | \$0 | \$0 | \$0 | \$0 |
| 4329 | Other Sanitation | \$0 | \$0 | \$0 | \$0 |
| Sanitation Subtotal | | \$504,287 | \$15,746 | \$0 | \$520,033 |
| Water Distribution and Treatment | | | | | |
| 4331 | Administration | \$0 | \$0 | \$0 | \$0 |
| 4332 | Water Services | \$0 | \$0 | \$0 | \$0 |
| 4335 | Water Treatment | \$0 | \$0 | \$0 | \$0 |
| 4338-4339 | Water Conservation and Other | \$0 | \$0 | \$0 | \$0 |
| Water Distribution and Treatment Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Electric | | | | | |
| 4351-4352 | Administration and Generation | \$0 | \$0 | \$0 | \$0 |
| 4353 | Purchase Costs | \$0 | \$0 | \$0 | \$0 |
| 4354 | Electric Equipment Maintenance | \$0 | \$0 | \$0 | \$0 |
| 4359 | Other Electric Costs | \$0 | \$0 | \$0 | \$0 |
| Electric Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Health | | | | | |
| 4411 | Administration | \$5,133 | (\$47) | \$0 | \$5,086 |
| 4414 | Pest Control | \$500 | \$0 | \$0 | \$500 |
| 4415-4419 | Health Agencies, Hospitals, and Other | \$15,176 | \$0 | \$0 | \$15,176 |
| Health Subtotal | | \$20,809 | (\$47) | \$0 | \$20,762 |
| Welfare | | | | | |
| 4441-4442 | Administration and Direct Assistance | \$43,677 | \$192 | \$0 | \$43,869 |
| 4444 | Intergovernmental Welfare Payments | \$0 | \$0 | \$0 | \$0 |
| 4445-4449 | Vendor Payments and Other | \$0 | \$0 | \$0 | \$0 |
| Welfare Subtotal | | \$43,677 | \$192 | \$0 | \$43,869 |
| Culture and Recreation | | | | | |
| 4520-4529 | Parks and Recreation | \$151,659 | \$108 | \$0 | \$151,767 |
| 4550-4559 | Library | \$379,760 | \$9,493 | \$0 | \$389,253 |
| 4583 | Patriotic Purposes | \$200 | \$0 | \$0 | \$200 |
| 4589 | Other Culture and Recreation | \$5,000 | \$0 | \$0 | \$5,000 |
| Culture and Recreation Subtotal | | \$536,619 | \$9,601 | \$0 | \$546,220 |



Appropriations

| Account | Purpose | Prior Year Adopted Budget | Reductions or Increases | One-Time Appropriations | Default Budget |
|--|--|------------------------------|----------------------------|----------------------------|--------------------|
| Conservation and Development | | | | | |
| 4611-4612 | Administration and Purchasing of Natural Resources | \$3,550 | \$0 | \$0 | \$3,550 |
| 4619 | Other Conservation | \$0 | \$0 | \$0 | \$0 |
| 4631-4632 | Redevelopment and Housing | \$0 | \$0 | \$0 | \$0 |
| 4651-4659 | Economic Development | \$0 | \$0 | \$0 | \$0 |
| Conservation and Development Subtotal | | \$3,550 | \$0 | \$0 | \$3,550 |
| Debt Service | | | | | |
| 4711 | Long Term Bonds and Notes - Principal | \$262,156 | \$727 | \$0 | \$262,883 |
| 4721 | Long Term Bonds and Notes - Interest | \$65,566 | (\$7,087) | \$0 | \$58,479 |
| 4723 | Tax Anticipation Notes - Interest | \$1,000 | \$0 | \$0 | \$1,000 |
| 4790-4799 | Other Debt Service | \$0 | \$0 | \$0 | \$0 |
| Debt Service Subtotal | | \$328,722 | (\$6,360) | \$0 | \$322,362 |
| Capital Outlay | | | | | |
| 4901 | Land | \$0 | \$0 | \$0 | \$0 |
| 4902 | Machinery, Vehicles, and Equipment | \$0 | \$0 | \$0 | \$0 |
| 4903 | Buildings | \$0 | \$0 | \$0 | \$0 |
| 4909 | Improvements Other than Buildings | \$0 | \$0 | \$0 | \$0 |
| Capital Outlay Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers Out | | | | | |
| 4912 | To Special Revenue Fund | \$0 | \$0 | \$0 | \$0 |
| 4913 | To Capital Projects Fund | \$0 | \$0 | \$0 | \$0 |
| 4914A | To Proprietary Fund - Airport | \$0 | \$0 | \$0 | \$0 |
| 4914E | To Proprietary Fund - Electric | \$233,113 | (\$10) | \$0 | \$233,103 |
| 4914O | To Proprietary Fund - Other | \$0 | \$0 | \$0 | \$0 |
| 4914S | To Proprietary Fund - Sewer | \$1,079,743 | \$27,581 | \$0 | \$1,107,324 |
| 4914W | To Proprietary Fund - Water | \$511,609 | \$7,631 | \$0 | \$519,240 |
| 4915 | To Capital Reserve Fund | \$0 | \$0 | \$0 | \$0 |
| 4916 | To Expendable Trusts/Fiduciary Funds | \$0 | \$0 | \$0 | \$0 |
| 4917 | To Health Maintenance Trust Funds | \$0 | \$0 | \$0 | \$0 |
| 4918 | To Non-Expendable Trust Funds | \$0 | \$0 | \$0 | \$0 |
| 4919 | To Fiduciary Funds | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers Out Subtotal | | \$1,824,465 | \$35,202 | \$0 | \$1,859,667 |
| Total Operating Budget Appropriations | | \$7,296,303 | \$232,525 | \$0 | \$7,528,828 |



Reasons for Reductions/Increases & One-Time Appropriations

| Account | Explanation |
|----------------|--|
| 4411 | contracts |
| 4441-4442 | Salary & Roll ups |
| 4197 | contract |
| 4215-4219 | Contract |
| 4195 | wages & Benefits |
| 4140-4149 | actual elections |
| 4130-4139 | Wages & Benefits |
| 4150-4151 | Wages & Benefits + Contracts |
| 4220-4229 | Wages & Benefits |
| 4194 | wages & Benefits |
| 4312 | previous year warrant article Salary & Benefits |
| 4550-4559 | salary & benefits |
| 4721 | contract |
| 4711 | contract |
| 4299 | Contract |
| 4199 | Wages and Benefits |
| 4520-4529 | salary & rollups |
| 4191-4193 | contract |
| 4210-4214 | Wages & Benefits |
| 4324 | Salary & Benefits |
| 4914E | Salary |
| 4914S | Salary & Benefits and contracts |
| 4914W | Salary & Benefits and contracts |

Donna Nashawaty

From: Pixie Hill <townclerk@springfieldnh.org>
Sent: Wednesday, January 23, 2019 10:30 AM
To: Donna Nashawaty
Cc: james Bednar
Subject: Bunting

Hello Donna,

I am writing on behalf of the 250th Celebration in Springfield regarding bunting. It is my understanding that the Town of Sunapee purchased their bunting for your big year and we are hoping we could "borrow" or rent some for our celebration. Because we have very limited means, we are hoping you would consider the latter. Our preference would be to have some for the month of July, but if that is not possible, we would love it for our Old Home Day, the weekend of July 12, 13 & 14.

Please consider our request and I thank you in advance for your help with this matter.

Pixie Hill

Town Clerk/Tax Collector, Town of Springfield

HB 709-FN-A-LOCAL - AS INTRODUCED

2019 SESSION

19-0254
04/06

HOUSE BILL

709-FN-A-LOCAL

AN ACT

relative to the formula for determining funding for an adequate education.

SPONSORS:

Rep. Ladd, Graf. 4; Rep. Steven Smith, Sull. 11; Rep. Shaw, Hills. 16; Rep. Leishman, Hills. 24; Rep. Hennessey, Graf. 1; Rep. Horn, Merr. 2; Rep. Flanagan, Hills. 26; Rep. Ruprecht, Graf. 15; Rep. Cordelli, Carr. 4; Sen. Reagan, Dist 17; Sen. Watters, Dist 4; Sen. Gray, Dist 6

COMMITTEE:

Education

ANALYSIS

This bill increases the base per pupil cost for an adequate education; increases differentiated aid available to eligible pupils; establishes fiscal capacity disparity aid to municipalities based on equalized valuation per pupil; requires school districts to report on the use of adequate education grant funds; amends the law governing transportation of pupils in kindergarten through grade 12; and repeals stabilization grants to municipalities.

Explanation:

Matter added to current law appears in ***bold italics***.

Matter removed from current law appears [~~in brackets and struck through.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Nineteen

AN ACT relative to the formula for determining funding for an adequate education.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 **1 Application of Receipts; Excess Education Tax.** Amend RSA 6:12, I(b)(65) to read as
2 follows:

3 (65) Money received under RSA 77-A, RSA 77-E, RSA 78, RSA 78-A, RSA 78-B, RSA
4 83-F, ***RSA 198:42-a***, RSA 284:44 and RSA 284:47, and from the sweepstakes fund, which shall be
5 credited to the education trust fund under RSA 198:39.

6 **2 Assessment; Commissioner's Warrant.** Amend RSA 76:8, II to read as follows:

7 II. The commissioner shall issue a warrant under the commissioner's hand and official seal
8 for the amount computed in paragraph I to the selectmen or assessors of each municipality by
9 December 15 directing them to assess such sum and pay it to the municipality for the use of the
10 school district or districts, ***and if there is an excess education tax payment due pursuant to***
11 ***RSA 198:42-a, directing them to assess the amount of the excess payment and pay it to the***
12 ***department of revenue administration for deposit in the education trust fund.*** Such sums
13 shall be assessed at such times as may be prescribed for other taxes assessed by such selectmen or
14 assessors of the municipality.

15 **3 Transportation of Pupils.** Amend RSA 189:6 to read as follows:

16 189:6 Transportation of Pupils. The local school district shall furnish transportation to ~~[a]~~
17 pupils in ~~[grade 4]~~ ***kindergarten*** through grade 8 who live more than 2 miles from the school to
18 which they are assigned. ~~[The local school board may furnish transportation to kindergarten~~
19 ~~pupils, pupils in grades above the eighth or to any pupils residing less than 2 miles from the school~~
20 ~~to which they are assigned,]~~ ***The local school district may furnish transportation to pupils in***
21 ***kindergarten through grade 8 who live 2 miles or less from the school to which they are***
22 ***assigned, and to pupils in grades 9 through 12,*** when it finds that this is appropriate, and shall
23 furnish it when so directed by the commissioner of education.

24 **4 Education Trust Fund Created and Invested** RSA 198:39, I(g) is repealed and reenacted to
25 read as follows:

26 (g) The full amount of excess education property tax payments from the department of
27 revenue administration pursuant to RSA 198:42-a.

28 **5 Cost of an Opportunity for an Adequate Education.** Amend RSA 198:40-a to read as follows:

29 198:40-a Cost of an Opportunity for an Adequate Education.

30 I. For the biennium beginning July 1, ~~[2015]~~ ***2021***, the annual cost of providing the

1 opportunity for an adequate education as defined in RSA 193-E:2-a shall be as specified in
 2 paragraph II. The department shall adjust the rates specified in this paragraph in accordance with
 3 RSA 198:40-d.

4 II.(a) [~~A cost of \$3,561.27~~] **\$3,709** per pupil in the ADMA, plus differentiated aid as follows:

5 (b) An additional [~~\$1,780.63~~] **\$1,854** for each pupil in the ADMA who is eligible for a
 6 free or reduced price meal, **plus an additional amount as follows:**

7 (1) **An additional \$927 multiplied by the ADMA, in a school district in which**
 8 **at least 12 percent but less than 24 percent of the ADMA is eligible to receive a free or**
 9 **reduced-price meal; or**

10 (2) **An additional \$1,854 multiplied by the ADMA, in a school district in**
 11 **which at least 24 percent but less than 36 percent of the ADMA is eligible to receive a free**
 12 **or reduced-price meal; or**

13 (3) **An additional \$2,781 multiplied by the ADMA, in a school district in**
 14 **which at least 36 percent but less than 48 percent of the ADMA is eligible to receive a free**
 15 **or reduced-price meal; or**

16 (4) **An additional \$3,709 multiplied by the ADMA, in a school district in**
 17 **which 48 percent or more of the ADMA is eligible to receive a free or reduced-price meal;**
 18 plus

19 (c) An additional [~~\$697.77~~] **\$726** for each pupil in the ADMA who is an English
 20 language learner **receiving English language instruction;** plus

21 (d) An additional [~~\$1,915.86~~] **\$1,995** for each pupil in the ADMA who is receiving
 22 special education services; plus

23 (e) An additional [~~\$697.77~~] **\$726** for each third grade pupil in the ADMA with a score
 24 below the proficient level on the reading component of the state assessment administered pursuant
 25 to RSA 193-C:6 or the authorized, locally-administered assessment as provided in RSA 193-C:3,
 26 IV(i), provided the pupil is not eligible to receive differentiated aid pursuant to subparagraphs (b)-
 27 (d). A school district receiving aid under this subparagraph shall annually provide to the
 28 department of education documentation demonstrating that the district has implemented an
 29 instructional program to improve non-proficient pupil reading.

30 III. The sum total calculated under paragraph II shall be the cost of an **opportunity for an**
 31 **adequate education.** The department shall determine the cost of an **opportunity for an** adequate
 32 education for each municipality based on the ADMA of pupils who reside in that municipality.

33 6 School Money; Accountability for Use of Adequate Education Aid; Fiscal Capacity Disparity
 34 Aid. RSA 198:40-b and 40-c are repealed and reenacted to read as follows:

35 198:40-b Accountability for Use of Adequate Education Aid.

36 I. A school district which receives adequate education aid under RSA 198:40-a for schools
 37 within its jurisdiction shall separately account for such aid as part of its financial accounting
 38 procedures. Such aid shall only be used to provide enhanced programs in schools within its

1 jurisdiction for which such aid has been allocated that are known to improve pupil achievement,
2 including but not limited to: pre-kindergarten programs, full-day kindergarten programs, extended
3 learning time, professional development opportunities for teachers, hiring of additional
4 instructional and non-instructional personnel, programs designed to reduce class size, parental
5 involvement programs, additional technology resources, dropout prevention programs, principal
6 incentive programs, and curriculum enrichment programs. The school district shall determine
7 which programs are most needed and most appropriate for their pupils. The department shall
8 annually review and update the list of approved programs from which a school district may choose.

9 II. A school district which receives adequate education aid under RSA 198:40-a for use in
10 schools within its jurisdiction shall annually submit a report to the commissioner documenting for
11 each school within its jurisdiction for which such aid has been allocated, the enhanced programs
12 selected for implementation, an explanation of the specific educational needs which the program is
13 intended to address, an explanation of how the program will be implemented in the school, and an
14 estimate of the cost of implementing the program. The commissioner shall review these reports to
15 ensure that adequate education aid will be used to provide programs approved under paragraph I.

16 III. A school district which receives adequate education aid for schools within its
17 jurisdiction pursuant to RSA 198:40-a shall direct such aid to the schools for which such aid was
18 calculated. A school district which receives adequate education aid for pupils that attend schools in
19 another school district, shall direct such aid to the school district where its pupils are being
20 educated. Any adequate education aid directed from one school district to another pursuant to this
21 paragraph shall be a credit against any existing financial liability between the school districts.

22 198:40-c Fiscal Capacity Disparity Aid.

23 I. In addition to aid for the cost of the opportunity for an adequate education provided
24 under RSA 198:40-a, each biennium the commissioner shall calculate fiscal capacity disparity aid
25 and provide that amount of aid in each year of the biennium to a municipality's school districts and
26 to chartered public schools approved under RSA 194-B as follows:

27 (a) A municipality with an equalized valuation per pupil of \$660,000 or less shall
28 receive \$1,500 per pupil in the municipality's ADMA.

29 (b) A municipality with an equalized valuation per pupil between \$660,001 and
30 \$999,999 shall receive .0044 cents per pupil in the municipality's ADMA per dollar of equalized
31 valuation per pupil between \$660,001 and \$999,999.

32 (c) A municipality with an equalized valuation per pupil of \$1,000,000 or more shall
33 receive no fiscal capacity disparity aid.

34 II. Fiscal capacity disparity aid shall be distributed pursuant to RSA 198:42.

35 III. In this section, "equalized valuation per pupil" means a municipality's equalized
36 valuation, including properties subject to taxation under RSA 82 and RSA 83-F, as determined by
37 the department of revenue administration, that was the basis for the local tax assessment in the
38 determination year, divided by the school district's kindergarten through grade 12 ADMA in the

1 determination year.

2 7 Determination of Adequate Education Grants. Amend RSA 198:41, I to read as follows:

3 I. Except for municipalities where all school districts therein provide education to all of
4 their pupils by paying tuition to other institutions, the department of education shall determine the
5 total education grant for the municipality as follows:

6 (a) Add the per pupil cost of providing the opportunity for an adequate education for
7 which each pupil is eligible pursuant to RSA 198:40-a, I-III, and from such amount;

8 (b) Subtract the amount of the education tax warrant to be issued by the commissioner
9 of revenue administration for such municipality reported pursuant to RSA 76:8 for the next tax
10 year; *and*

11 (c) *Add the municipality's fiscal capacity disparity aid pursuant to RSA 198:40-*
12 *c.*

13 8 Determination of Education Grants. RSA 198:41, III is repealed and reenacted to read as
14 follows:

15 III.(a) No municipality shall receive a total education grant which is less than the total
16 education grant received in the preceding fiscal year.

17 (b) The additional amount of a municipality's free and reduced-price meal aid calculated
18 pursuant to subparagraphs (1)-(4) only in RSA 198:40-a, II(b), shall not be more than 101.5 percent
19 of the municipality's free and reduced-price meals aid received in the previous fiscal year.

20 (c) A municipality's fiscal capacity disparity aid pursuant to RSA 198:40-c shall not be
21 more than 101.5 percent of the municipality's fiscal capacity disparity aid received in the previous
22 fiscal year.

23 9 New Section; Excess Education Property Tax Payments. Amend RSA 198 by inserting after
24 section 42 the following new section:

25 198:42-a Excess Education Property Tax Payments.

26 I. The commissioner of the department of revenue administration shall annually calculate a
27 municipality's excess education tax pursuant to RSA 198:41 and shall notify each municipality of
28 the amount of its excess. A municipality shall remit any excess education tax revenue to the
29 department of revenue administration on or before March 15 of the tax year in which the excess
30 occurs. The commissioner shall collect and remit the excess to the state treasurer for deposit in the
31 education trust fund established by RSA 198:39.

32 II. The amount of such excess to be remitted shall not include any income derived from the
33 investment of funds by the municipal treasurers under RSA 41:29 and RSA 48:16.

34 III. The commissioner shall approve and provide forms relative to the reporting and
35 remitting of excess education tax by the municipalities.

36 10 Repeal. RSA 198:41, IV, relative to stabilization grants, is repealed.

37 11 Effective Date. This act shall take effect July 1, 2021.

LBAO
19-0254
1/17/19

**HB 709-FN-A-LOCAL- FISCAL NOTE
AS INTRODUCED**

AN ACT relative to the formula for determining funding for an adequate education.

FISCAL IMPACT:

The Office of Legislative Budget Assistant is unable to complete a fiscal note for this bill, as introduced, as it is awaiting information from the Department of Education who were originally contacted, January 5, 2019 with a followup request on January 12, 2019, for a fiscal note worksheet. When completed, the fiscal note will be forwarded to the House Clerk's Office.

AGENCIES CONTACTED:

Department of Education

| | | | | | | | |
|------------------|---|-----------|--------------------|----------|---|-----------------------|-----------------------|
| Easton | - | - | - | \$30,429 | - | (\$30,429) | (\$30,429) |
| Hart's Location | - | - | - | \$24,128 | - | (\$24,128) | (\$24,128) |
| Randolph | - | \$14,193 | \$14,193 | \$37,966 | - | (\$37,966) | (\$23,773) |
| Cambridge | - | - | - | \$21,481 | - | (\$21,481) | (\$21,481) |
| Wentworth's Loc. | - | - | - | \$18,081 | - | (\$18,081) | (\$18,081) |
| Sugar Hill | - | - | - | \$13,695 | - | (\$13,695) | (\$13,695) |
| Dixville | - | \$7,313 | \$7,313 | \$20,354 | - | (\$20,354) | (\$13,041) |
| Millsfield | - | - | - | \$12,795 | - | (\$12,795) | (\$12,795) |
| Pinkham's Grant | - | - | - | \$11,106 | - | (\$11,106) | (\$11,106) |
| Odell | - | - | - | \$5,978 | - | (\$5,978) | (\$5,978) |
| Dix's Grant | - | - | - | \$2,031 | - | (\$2,031) | (\$2,031) |
| Windsor | - | \$55,049 | \$55,049 | \$34 | - | (\$34) | \$55,015 |
| Groton | - | \$172,126 | \$172,126 | \$33,075 | - | (\$33,075) | \$139,051 |
| TOTAL | | | \$1,086,622 | | | (\$27,914,267) | (\$26,827,645) |

AGENCIES CONTACTED:

Department of Revenue Administration and Department of Education

Currently, there are 46 towns that raise and retain more in SWEPT than their calculated cost of an adequate education. Under this bill, since SWEPT is eliminated, these towns would no longer have excess SWEPT revenue and would only receive a grant from the state in the amount of their calculated cost of an adequate education. Based on FY 2020 preliminary data, the total amount of excess SWEPT that would no longer be raised and retained by these towns totals \$27,914,267 (see table below).

In total, state Education Trust Fund revenue will decrease by \$363,000,000 in each year, and in FY 2020, state education aid to districts will decrease by \$26,827,645, and state expenditures for the low and moderate income homeowners' property tax relief program will decrease by an estimated \$1,200,000. The total decrease in state expenditure total decrease of \$28,027,645). Impacts on aid in FY 2021 and each year thereafter cannot be estimated at this time.

| Using FY 2020 Preliminary Data | | | | | | | |
|--------------------------------|---------------------|-----------|-----------------------|----------------------------------|----------|-----------------------|-----------------------------|
| Town | Stabilization Grant | | | Excess SWEPT Raised and Retained | | | Total Increase / (Decrease) |
| | Current | Proposed | Increase / (Decrease) | Current | Proposed | Increase / (Decrease) | |
| Moultonborough | - | - | - | \$4,547,796 | - | (\$4,547,796) | (\$4,547,796) |
| Rye | - | - | - | \$2,509,365 | - | (\$2,509,365) | (\$2,509,365) |
| Portsmouth | - | - | - | \$1,878,954 | - | (\$1,878,954) | (\$1,878,954) |
| Wolfeboro | - | \$109,138 | \$109,138 | \$1,618,505 | - | (\$1,618,505) | (\$1,509,367) |
| Lincoln | - | - | - | \$1,353,557 | - | (\$1,353,557) | (\$1,353,557) |
| New London | - | - | - | \$1,291,554 | - | (\$1,291,554) | (\$1,291,554) |
| New Castle | - | - | - | \$1,158,604 | - | (\$1,158,604) | (\$1,158,604) |
| Bartlett | - | \$15,379 | \$15,379 | \$1,046,711 | - | (\$1,046,711) | (\$1,031,332) |
| Sunapee | - | \$15,490 | \$15,490 | \$1,007,053 | - | (\$1,007,053) | (\$991,563) |
| Newington | - | - | - | \$991,403 | - | (\$991,403) | (\$991,403) |
| Tuftonboro | - | \$169,216 | \$169,216 | \$1,127,954 | - | (\$1,127,954) | (\$958,738) |
| Hampton | - | - | - | \$811,670 | - | (\$811,670) | (\$811,670) |
| Alton | - | - | - | \$793,813 | - | (\$793,813) | (\$793,813) |
| Hanover | - | - | - | \$617,272 | - | (\$617,272) | (\$617,272) |
| Meredith | - | \$209,144 | \$209,144 | \$807,517 | - | (\$807,517) | (\$598,373) |
| Holderness | - | - | - | \$593,316 | - | (\$593,316) | (\$593,316) |
| Freedom | - | - | - | \$582,890 | - | (\$582,890) | (\$582,890) |
| Newbury | - | \$3,575 | \$3,575 | \$579,204 | - | (\$579,204) | (\$575,629) |
| Waterville Valley | - | - | - | \$529,233 | - | (\$529,233) | (\$529,233) |
| Jackson | - | \$65,627 | \$65,627 | \$541,187 | - | (\$541,187) | (\$475,561) |
| Carroll | - | - | - | \$419,514 | - | (\$419,514) | (\$419,514) |
| Hebron | - | - | - | \$407,289 | - | (\$407,289) | (\$407,289) |
| Center Harbor | - | - | - | \$392,776 | - | (\$392,776) | (\$392,776) |
| Sandwich | - | - | - | \$357,522 | - | (\$357,522) | (\$357,522) |
| Bridgewater | - | - | - | \$336,913 | - | (\$336,913) | (\$336,913) |
| North Hampton | - | \$197,334 | \$197,334 | \$484,126 | - | (\$484,126) | (\$286,792) |
| Pittsburg | - | \$29,711 | \$29,711 | \$274,084 | - | (\$274,084) | (\$244,373) |
| Hale's Location | - | - | - | \$155,450 | - | (\$155,450) | (\$155,450) |
| Eaton | - | - | - | \$126,960 | - | (\$126,960) | (\$126,960) |
| Franconia | - | - | - | \$114,319 | - | (\$114,319) | (\$114,319) |
| Errol | - | \$12,118 | \$12,118 | \$112,114 | - | (\$112,114) | (\$99,996) |
| Harrisville | - | \$11,210 | \$11,210 | \$83,782 | - | (\$83,782) | (\$72,572) |
| Success | - | - | - | \$30,705 | - | (\$30,705) | (\$30,705) |

**HB 676-FN-A-LOCAL- FISCAL NOTE
AS INTRODUCED**

AN ACT repealing the collection of the state education property tax.

FISCAL IMPACT: State County Local None

| STATE: | Estimated Increase / (Decrease) | | | |
|------------------------|---|---|----------------------------------|--------------------------------|
| | FY 2020 | FY 2021 | FY 2022 | FY 2023 |
| Appropriation | \$0 | \$0 | \$0 | \$0 |
| Revenue | (\$363,000,000) | (\$363,000,000) | (\$363,000,000) | (\$363,000,000) |
| Expenditures | (\$28,027,645) | Indeterminable Decrease | Indeterminable Decrease | Indeterminable Decrease |
| Funding Source: | <input checked="" type="checkbox"/> General | <input checked="" type="checkbox"/> Education | <input type="checkbox"/> Highway | <input type="checkbox"/> Other |

LOCAL:

| | | | | |
|---------------------|----------------|----------------------------|----------------------------|----------------------------|
| Revenue | (\$26,827,645) | Indeterminable Decrease | Indeterminable Decrease | Indeterminable Decrease |
| Expenditures | \$0 | \$0 | \$0 | \$0 |

METHODOLOGY:

This bill repeals the statewide education property tax (SWEPT) which statutorily is required to raise \$363,000,000 annually, and replaces the loss of revenue to the Education Trust Fund with General Funds, effective July 1, 2019 (FY 2020). The SWEPT tax rate for FY 2020 is \$2.02 per thousand. Replacing SWEPT revenue with existing General Fund revenue will have an indeterminable impact on programs funded with General Funds.

The elimination of the SWEPT will result in two impacts affecting aid to towns under the adequate education funding formula; the elimination of the prohibition that towns with SWEPT that exceeds their cost of an adequate education from receiving a stabilization grant, and the elimination of the ability for towns with SWEPT greater than their cost of an adequate education to retain the excess. This bill also eliminates the SWEPT related to the low and moderate income homeowners' property tax relief program. This program provided \$1,200,000 in relief from the SWEPT in tax year 2017.

Currently, there are 15 towns who do not receive a stabilization grant due to the provision in RSA 198:41, IV(d), which prohibits towns from receiving one if their SWEPT exceeds their calculated cost of an adequate education. This bill would eliminate that prohibition and based on FY 2020, would result in an additional \$1,086,622 in stabilization grants (see table below).

HB 676-FN-A-LOCAL - AS INTRODUCED

- Page 4 -

1 Nothing in this chapter shall be construed to exempt [~~such~~] persons or property *subject to*
2 *taxation under this chapter* from local school, municipal, district, or county taxation under RSA
3 76.

4 8 Repeals. The following are repealed:

5 I. RSA 21-I:18, I(l), relative to the administration of low and moderate income homeowners
6 property tax relief claims.

7 II. RSA 198:56 through 198:61, relative to the low and moderate income homeowners
8 property tax relief program.

9 9 Effective Date. This act shall take effect July 1, 2019.

1 stabilization grant, if any, distributed to the municipality.

2 (d) For fiscal year 2017 and each fiscal year thereafter, the department of education
 3 shall distribute a total education grant to each municipality in an amount equal to the total
 4 education grant for the fiscal year in which the grant is calculated plus a percentage of the
 5 municipality's fiscal year 2012 stabilization grant, if any, distributed to the municipality; the
 6 percentage shall be 96 percent for fiscal year 2017, and shall be reduced by 4 percent of the amount
 7 of the 2012 education grant for each fiscal year thereafter. No stabilization grant shall be
 8 distributed to any municipality for any fiscal year ~~[in which the municipality's education property~~
 9 ~~tax revenue collected pursuant to RSA 76 exceeds the total cost of an adequate education or to any~~
 10 ~~municipality for any fiscal year]~~ in which the municipality's ADMA is zero.

11 5 Reference Removed. Amend RSA 72:76 to read as follows:

12 72:76 Property Tax Exemption. An eligible municipality may, by vote of the local legislative
 13 body pursuant to RSA 72:77, adopt a new construction property tax exemption for commercial or
 14 industrial uses, or both. The exemption shall apply only for municipal and local school property
 15 taxes assessed by the municipality ~~[which shall exclude state education property taxes under RSA~~
 16 ~~76:3]~~ and county taxes assessed against the municipality under RSA 29:11, and shall be a specified
 17 percentage on an annual basis of the increase in assessed value attributable to construction of new
 18 structures, and additions, renovations, or improvements to existing structures. The exemption may
 19 run for a maximum period of 10 years following the new construction; provided, however, that the
 20 exemption for all years shall cumulatively not exceed 500 percent of the increased assessed value.
 21 Once adopted by the local legislative body, the percentage rate and duration of the exemption shall
 22 be granted uniformly within that municipality to all projects for which a proper application is filed.

23 6 Reference Removed. Amend RSA 72:81 to read as follows:

24 72:81 Property Tax Exemption. An eligible municipality may, by vote of the local legislative
 25 body pursuant to RSA 72:82, adopt a new construction property tax exemption for commercial or
 26 industrial uses, or both. The intent of the exemption is to provide incentives to businesses to build,
 27 rebuild, modernize, or enlarge within the municipality. The exemption shall apply only for
 28 municipal and local school property taxes assessed by the municipality ~~[which shall exclude state~~
 29 ~~education property taxes under RSA 76:3]~~ and county taxes assessed against the municipality under
 30 RSA 29:11, and shall be a specified percentage on an annual basis of the increase in assessed value
 31 attributable to construction of new structures, and additions, renovations, or improvements to
 32 existing structures, but which shall not exceed 50 percent per year. The exemption may run for a
 33 maximum period of 10 years following the new construction. Once adopted by the local legislative
 34 body, the percentage rate and duration of the exemption shall be granted uniformly within that
 35 municipality to all projects for which a proper application is filed.

36 7 Utility Property Tax; Application. Amend RSA 83-F:9 to read as follows:

37 83-F:9 ~~[Exemption From Education Tax]~~ **Application.** ~~[Persons and property subject to~~
 38 ~~taxation under this chapter shall not be subject to tax under RSA 76:3; provided, however, that]~~

1 3 Local Property Taxes RSA 76:8 is repealed and reenacted to read as follows:

2 76:8 Local School Taxes; Warrant. Municipalities are authorized to assess local property taxes
3 under RSA 198:5 necessary to fund school district appropriations not funded by distributions from
4 the education trust fund under RSA 198:39, or by other revenue sources.

5 4 Determination of Education Grants. Amend RSA 198:41 to read as follows:

6 198:41 Determination of Education Grants.

7 I. Except for municipalities where all school districts therein provide education to all of
8 their pupils by paying tuition to other institutions, the department of education shall determine the
9 total education grant for the municipality~~[-as follows:~~

10 (a) ~~—Add]~~ **by adding** the per pupil cost of providing the opportunity for an adequate
11 education for which each pupil is eligible pursuant to RSA 198:40-a, I-III~~[-and from such amount;~~

12 (b) ~~—Subtract the amount of the education tax warrant to be issued by the commissioner
13 of revenue administration for such municipality reported pursuant to RSA 76:8 for the next tax
14 year].~~

15 II. For municipalities where all school districts therein provide education to all of their
16 pupils by paying tuition to other institutions, the department of education shall determine the total
17 education grant for each municipality as the lesser of the 2 following calculations:

18 (a) The amount calculated in accordance with paragraph I of this section; or

19 (b) The total amount paid for items of current education expense as determined by the
20 department of education ~~[minus the amount of the education tax warrant to be issued by the
21 commissioner of revenue administration for such municipality reported pursuant to RSA 76:8 for
22 the next tax year].~~

23 III.(a) For the biennium ending June 30, 2013, the department of education shall not
24 distribute a total education grant on behalf of all pupils who reside in a municipality that exceeds
25 that municipality's total education grant in the second year of the previous biennium.

26 (b) [Repealed.]

27 IV.(a) For fiscal year 2012, the department of education shall identify all municipalities in
28 which the fiscal year 2012 total education grant will be less than the fiscal year 2011 total education
29 grant. The department shall distribute a stabilization grant to each of those municipalities equal to
30 100 percent of the decrease.

31 (b) For fiscal year 2013, the department of education shall identify all municipalities in
32 which the fiscal year 2013 total education grant, including any stabilization grant distributed
33 pursuant to subparagraph (a), will be less than the fiscal year 2011 total education grant. The
34 department shall distribute funds to each of those municipalities equal to 100 percent of the
35 decrease.

36 (c) For fiscal year 2014 through fiscal year 2016, the department of education shall
37 distribute a total education grant to each municipality in an amount equal to the total education
38 grant for the fiscal year in which the grant is calculated plus the amount of the fiscal year 2012

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Nineteen

AN ACT repealing the collection of the state education property tax.

Be it Enacted by the Senate and House of Representatives in General Court convened:

- 1 1 Repeal of Statewide Education Property Tax. RSA 76:3, relative to the education tax, is
2 repealed.
- 3 2 Education Trust Fund. Amend RSA 198:39, I to read as follows:
- 4 I. The state treasurer shall establish an education trust fund in the treasury. Moneys in
5 such fund shall not be used for any purpose other than to distribute adequate education grants to
6 municipalities' school districts and to approved charter schools pursuant to RSA 198:42, [~~to provide~~
7 ~~low and moderate income homeowners property tax relief under RSA 198:56-198:61,~~] and to fund
8 kindergarten programs as may be determined by the general court. The state treasurer shall
9 deposit into this fund immediately upon receipt:
- 10 (a) Funds certified to the state treasurer by the commissioner of revenue administration
11 pursuant to RSA 77-A:20-a, relative to business profits taxes.
- 12 (b) Funds certified to the state treasurer by the commissioner of revenue administration
13 pursuant to RSA 77-E:14, relative to business enterprise tax.
- 14 (c) Funds collected and paid over to the state treasurer by the commissioner of revenue
15 administration pursuant to RSA 78-A:26, III relative to the tax on motor vehicle rentals.
- 16 (d) Funds collected and paid over to the state treasurer by the department of revenue
17 administration pursuant to RSA 78:32, relative to tobacco taxes.
- 18 (e) Funds certified to the state treasurer by the commissioner of revenue administration
19 pursuant to RSA 78-B:13, relative to real estate transfer taxes.
- 20 (f) Funds collected and paid over to the state treasurer by the department of revenue
21 administration pursuant to RSA 83-F:7, I, relative to the utility property tax.
- 22 (g) [Repealed.]
- 23 (h) All moneys due the fund in accordance with RSA 284:21-j, relative to sweepstakes
24 and the lottery.
- 25 (i) Tobacco settlement funds in the amount of \$40,000,000 annually.
- 26 (j) The school portion of any revenue sharing funds distributed pursuant to RSA 31-A:4
27 which were apportioned to school districts in the property tax rate calculations in 1998.
- 28 (k) Funds collected and paid over to the state treasurer by the lottery commission
29 pursuant to RSA 284:44 and RSA 284:47.
- 30 (l) ***State general funds in the amount of \$363,000,000 annually.***
- 31 (m) Any other moneys appropriated from the general fund.

HB 676-FN-A-LOCAL - AS INTRODUCED

2019 SESSION

19-0481

10/03

HOUSE BILL **676-FN-A-LOCAL**

AN ACT repealing the collection of the state education property tax.

SPONSORS: Rep. Schamberg, Merr. 4; Rep. Merchant, Sull. 4

COMMITTEE: Ways and Means

ANALYSIS

This bill repeals the statewide education property tax and transfers that funding of adequate education costs to state general funds. The bill also repeals the low and moderate income homeowners property tax relief program for relief from the statewide education property tax.

Explanation: Matter added to current law appears in **bold italics**.
 Matter removed from current law appears [~~in brackets and struckthrough.~~]
 Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

Monthly Budget Through December 31, 2018

| | Budget | PaymentToDate | EndingBalance | % Remaining |
|-------------------------|-----------------------|-----------------------|---------------------|--------------|
| Executive | \$309,568.00 | \$282,424.99 | \$27,143.01 | 8.77% |
| TCTC | \$204,948.00 | \$195,018.95 | \$9,929.05 | 4.84% |
| Elections | \$11,753.00 | \$10,492.46 | \$1,260.54 | 10.73% |
| Finance | \$204,629.61 | \$162,552.56 | \$42,077.05 | 20.56% |
| Assessing | \$110,000.00 | \$107,225.10 | \$2,774.90 | 2.52% |
| Legal | \$18,000.00 | \$16,801.40 | \$1,198.60 | 6.66% |
| Personnel Benefits Mgmt | \$1,000.00 | \$97.50 | \$902.50 | 90.25% |
| Planning/Zoning | \$51,957.00 | \$48,607.46 | \$3,349.54 | 6.45% |
| General Govt-B&G | \$170,920.25 | \$142,173.47 | \$28,746.78 | 16.82% |
| Cemetery | \$13,506.00 | \$12,282.04 | \$1,223.96 | 9.06% |
| Insurance | \$7,540.00 | \$7,539.99 | \$0.01 | 0.00% |
| Information Booth | \$13,911.00 | \$11,826.48 | \$2,084.52 | 14.98% |
| Other General Govt | \$30,205.00 | \$24,102.56 | \$6,102.44 | 20.20% |
| Police | \$813,923.00 | \$806,682.18 | \$7,240.82 | 0.89% |
| Ambulance | \$57,222.00 | \$57,222.00 | \$0.00 | 0.00% |
| Fire | \$200,325.00 | \$185,025.27 | \$15,299.73 | 7.64% |
| SSB | \$140,852.00 | \$122,738.19 | \$18,113.81 | 12.86% |
| Emergency Management | \$200.00 | \$0.00 | \$200.00 | 100.00% |
| Highway | \$1,656,914.00 | \$1,546,086.50 | \$110,827.50 | 6.69% |
| Street Lights | \$16,800.00 | \$12,283.91 | \$4,516.09 | 26.88% |
| Transfer Station | \$504,287.00 | \$493,555.47 | \$10,731.53 | 2.13% |
| Health Officer | \$5,133.00 | \$376.31 | \$4,756.69 | 92.67% |
| Animal Control | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| Health Services | \$15,176.00 | \$15,176.00 | \$0.00 | 0.00% |
| Welfare | \$43,677.00 | \$15,099.31 | \$28,577.69 | 65.43% |
| Recreation | \$151,659.00 | \$153,818.00 | (\$2,159.00) | -1.42% |
| Library | \$379,760.08 | \$361,762.67 | \$17,997.41 | 4.74% |
| Memorial Day | \$200.00 | \$34.94 | \$165.06 | 82.53% |
| Patriotic/Band Concerts | \$5,000.00 | \$5,000.00 | \$0.00 | 0.00% |
| Conservation Commission | \$3,550.00 | \$3,550.00 | \$0.00 | 0.00% |
| Debt - Principal | \$262,156.00 | \$247,479.53 | \$14,676.47 | 5.60% |
| Debt - Interest | \$65,566.00 | \$56,625.23 | \$8,940.77 | 13.64% |
| Debt - TAN | \$1,000.00 | \$0.00 | \$1,000.00 | 100.00% |
| Sum | \$5,471,837.94 | \$5,103,660.47 | \$368,177.47 | 6.73% |

Monthly Budget Through December 31, 2018

| | Budget | PaymentToDate | EndingBalance | % Remaining |
|--------------|---------------|----------------------|----------------------|--------------------|
| Hydro | \$113,113.00 | \$56,917.20 | \$56,195.80 | 49.68% |
| Sum | \$113,113.00 | \$56,917.20 | \$56,195.80 | 49.68% |

| AccountNumber | AccountName | 2018 Estimated | 2018 Actual |
|----------------|----------------------------------|--------------------|---------------------|
| 01-3401-01-320 | FIREWORKS PERMIT FEE | | \$440.00 |
| 01-3401-01-321 | PHOTOCOPY INCOME | | \$63.00 |
| 01-3401-01-581 | RECYCLING MAGAZINES | | \$0.00 |
| 01-3401-01-584 | RECYCLING INCOME-STEEL CANS | | \$1,026.42 |
| 01-3401-01-586 | RECYCLING INCOME-ALUMINUM | | \$13,574.57 |
| 01-3401-01-587 | RECYCLING CARDBOARD | | \$9,989.15 |
| 01-3401-01-588 | RECYCLING NEWSPAPER | | \$1,094.62 |
| 01-3401-01-589 | RECYCLING SCRAP METAL | | \$13,899.71 |
| 01-3401-01-592 | RECYCLING PLASTIC | | \$7,608.28 |
| 01-3401-01-593 | RECYCLING INCOME-BATTERIES | | \$0.00 |
| 01-3401-01-937 | MISC. GENERAL GOV'T INCOME | | \$34,279.83 |
| 01-3401-01-940 | INSURANCE REPORTS | | \$0.00 |
| 01-3401-01-948 | MISC. TOWN OFFICE INCOME | | \$0.00 |
| 01-3401-01-949 | REGULATIONS SOLD | | \$0.00 |
| 01-3401-01-950 | ZBA INCOME | | \$3,000.00 |
| 01-3401-01-951 | TOWN OFFICE POSTAGE | | \$83.89 |
| 01-3401-01-953 | REPORTS/LABELS/DISKS SOLD | | \$250.74 |
| 01-3401-01-958 | HIGHWAY PARTS | | \$0.00 |
| 01-3401-01-959 | HWY-MATERIALS SOLD | | \$0.00 |
| 01-3404-01-940 | SUNAPEE T/S TICKET SALES | \$80,000.00 | \$49,093.00 |
| 01-3404-01-941 | SPRINGFIELD T/S TICKET SALES | | \$2,000.00 |
| 01-3404-01-950 | Sunapee Beautification Donations | | \$0.00 |
| 01-3501-10-813 | Pistol Permit Fee | \$0.00 | \$70.00 |
| Sum | Income from Departments | \$80,000.00 | \$136,473.21 |
| 01-3409-01-965 | SALE OF CEMETERY LOT | \$2,000.00 | \$1,600.00 |

| AccountNumber | AccountName | 2018 Estimated | 2018 Actual |
|----------------|---|-----------------------|---------------------|
| 01-3409-01-966 | BURIAL INCOME | | \$2,750.00 |
| Sum | Other Charges | \$2,000.00 | \$4,350.00 |
| 01-3501-01-965 | PD-SALE OF CRUISER | | \$0.00 |
| 01-3501-01-966 | SALE OF TOWN OWNED PROPERTY | \$2,000.00 | \$1,650.00 |
| 01-3501-01-968 | SALE OF HIGHWAY EQUIPMENT | | \$3,601.99 |
| Sum | Sale of Municipal Property | \$2,000.00 | \$5,251.99 |
| 01-3501-01-970 | Checking Account Interest Earned | \$57,000.00 | \$120,558.12 |
| 01-3502-01-972 | INVESTMENT INTEREST INCOME | | |
| Sum | Interest on Investments | \$57,000.00 | \$120,558.12 |
| 01-3503-01-936 | RENTS/LEASES & SERVICES | \$30,000.00 | \$18,097.46 |
| 01-3503-01-938 | OLD ABBOTT LIBRARY Rent | \$0.00 | \$5,500.00 |
| 01-3504-01-938 | DOG FINES | | \$50.00 |
| 01-3504-01-939 | PARKING FINES | | \$2,800.00 |
| 01-3504-01-940 | PD FALSE ALARM FINES | | \$0.00 |
| 01-3504-01-941 | REPLACEMENT TRANSFER STATION TAGS | | \$450.00 |
| 01-3504-01-944 | PD STATE WITNESS FEES | | \$1,750.00 |
| 01-3504-01-945 | PD COURT RESTITUTION | | \$0.00 |
| 01-3504-01-946 | PD Discovery | | \$550.00 |
| 01-3506-60-260 | Revenue from Other Agency | | \$0.00 |
| 01-3509-01-950 | WELFARE MISC. REVENUE | | \$1,888.00 |
| Sum | Other | \$30,000.00 | \$31,085.46 |
| 01-3912-01-800 | Operating Transfer from Special Revenue Funds | | |
| Sum | From Special Revenue Funds | | |
| 01-3914-01-000 | Enterprise Funds Sewer | \$1,114,743.00 | |
| Sum | From Enterprise Funds: Sewer | \$1,114,743.00 | |

| AccountNumber | AccountName | 2018 Estimated | 2018 Actual |
|--------------------|--|-----------------------|-----------------------|
| 01-3914-01-001 | Enterprise Funds Water | \$551,609.00 | |
| Sum | From Enterprise Funds: Water | \$551,609.00 | |
| 01-3914-01-002 | Enterprise Funds Electric | \$285,113.00 | |
| Sum | From Enterprise Funds: Electric | \$285,113.00 | |
| 01-3915-01-650 | CAPITAL RESERVE-HWY | \$78,172.00 | \$0.00 |
| Sum | From Capital Reserve Funds | \$78,172.00 | \$0.00 |
| 01-3915-01-651 | CAP RESERVE - LIBRARY | | \$0.00 |
| Sum | From Capital Reserve Funds | | \$0.00 |
| 01-3915-01-652 | CAP RESERVE - BRIDGES | | \$0.00 |
| Sum | From Capital Reserve Funds | | \$0.00 |
| 01-3915-01-653 | CAP RESERVE - POLICE EQUIP | | \$0.00 |
| Sum | From Capital Reserve Funds | | \$0.00 |
| 01-3915-01-654 | CAP RESERVE - DIRT ROAD PAVING | | |
| Sum | From Capital Reserve Funds | | |
| 01-3915-30-962 | TRANSFER FROM EXP TRUST FUND | | \$0.00 |
| Sum | From Capital Reserve Funds | | \$0.00 |
| 01-3934-01-800 | Proceeds from Long Term Bonds & Notes | | |
| Sum | Proceeds from Long Term Bonds and Notes | | |
| Grand Total | | \$3,493,078.00 | \$1,707,006.08 |

2018 Revenue Report through December 31, 2018

| AccountNumber | AccountName | 2018 Estimated | 2018 Actual |
|----------------|---|---------------------|---------------------|
| 01-3110-01-900 | PROPERTY TAXES-CURRENT | | \$0.00 |
| 01-3110-01-901 | TAX REDEMPTIONS | | \$0.00 |
| Sum | | | \$0.00 |
| 01-3120-01-901 | LAND USE CHANGE | | \$0.00 |
| Sum | Land Use Change | | \$0.00 |
| 01-3185-01-900 | YIELD TAX | | \$0.00 |
| Sum | Yield Tax | | \$0.00 |
| 01-3186-01-900 | EXCAVATION TAX | | \$0.00 |
| Sum | Excavation Tax | | \$0.00 |
| 01-3190-01-902 | INTEREST & COSTS | \$60,000.00 | \$58,913.61 |
| 01-3190-01-903 | Returned Check Fee | | \$200.00 |
| Sum | Interest and Penalties on Delinquent Taxes | \$60,000.00 | \$59,113.61 |
| 01-3210-01-910 | UCC FILING | \$500.00 | \$1,494.00 |
| Sum | Licenses, Permits and Fees | \$500.00 | \$1,494.00 |
| 01-3220-01-807 | Snowmobile and ATV Fees | \$0.00 | |
| 01-3220-01-906 | AUTO REGISTRATIONS | \$750,000.00 | \$883,862.17 |
| Sum | Motor Vehicle Permit Fees | \$750,000.00 | \$883,862.17 |
| 01-3230-01-908 | SUBDIVISION FEES | | \$1,700.00 |
| 01-3230-01-909 | SITE PLAN REVIEW FEES | | \$2,800.60 |
| 01-3230-01-910 | CERTIFICATE OF COMPLIANCE FEES | \$35,000.00 | \$33,211.75 |
| Sum | Building Permits | \$35,000.00 | \$37,712.35 |
| 01-3290-01-320 | Landlord's Filing Fee | \$0.00 | \$4.00 |

| AccountNumber | AccountName | 2018 Estimated | 2018 Actual |
|---|---|---------------------|---------------------|
| 01-3290-01-902 | REDEMPTION COSTS | | \$1,543.90 |
| 01-3290-01-907 | BOAT REGISTRATIONS/FEES | \$36,000.00 | \$10,067.68 |
| 01-3290-01-912 | DOG LICENSES/FEES | | \$7,314.50 |
| 01-3290-01-915 | VITALS-BIRTH & DEATH | | \$4,680.00 |
| 01-3290-01-917 | TOWN CLERK FEES | | \$16,202.00 |
| 01-3290-01-919 | WETLANDS APPLICATIONS | | \$21.00 |
| Sum | | \$36,000.00 | \$39,833.08 |
| 01-3311-01-841 | FEDERAL FEMA FUNDS | | \$3,571.70 |
| Sum From Federal Government | | | \$3,571.70 |
| 01-3351-01-927 | SHARED REVENUE | | \$0.00 |
| Sum Shared Revenues | | | \$0.00 |
| 01-3352-01-840 | STATE OF NH-ROOMS/MEALS TAX | \$177,168.00 | \$177,291.02 |
| Sum Meals and Rooms Tax Distribution | | \$177,168.00 | \$177,291.02 |
| 01-3353-01-928 | HIGHWAY BLOCK GRANT | \$122,211.00 | \$124,397.12 |
| Sum Highway Block Grant | | \$122,211.00 | \$124,397.12 |
| 01-3354-01-794 | STATE OF NH-SEWER GRANT | | \$0.00 |
| Sum Water Pollution Grant | | | \$0.00 |
| 01-3354-01-795 | STATE OF NH - WATER GRANT | \$7,508.00 | \$5,294.00 |
| 01-3359-01-741 | PD GRANT INCOME | | \$0.00 |
| 01-3359-01-927 | STATE NH HIGH ST BRIDGE GRANT | | \$0.00 |
| 01-3359-01-927 | State of NH Treatment Plant Road Bridge | | \$0.00 |
| Sum Water Pollution Grant | | \$7,508.00 | \$5,294.00 |
| 01-3379-01-935 | TOWN OF SPRINGFIELD-TS | \$104,054.00 | \$76,718.25 |
| Sum From Other Governments | | \$104,054.00 | \$76,718.25 |
| 01-3401-01-150 | PD - SPECIAL DETAIL INCOME | | \$0.00 |