

TOWN OF LITCHFIELD

NEW HAMPSHIRE



Annual Reports

Year ending December 31, 2015

also

Annual Report of the School District

Year ending 2015

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TOWN OFFICIALS

BOARD OF SELECTMEN

Steve Perry, Chairman-2018

Kevin Bourque – 2016
Frank A. Byron – 2017

Brent Lemire – 2017
John Brunelle – 2016

TOWN ADMINISTRATOR

Jason Hoch (8/2015) - Troy Brown
Finance Manager
Karen White

DIRECTOR OF LIBRARY SERVICES

Vicki L. Varick

POLICE CHIEF

Joseph O’Brion

CODE ENFORCEMENT

Kevin Lynch

TRANSFER STATION

David Mellen

TOWN CLERK/TAXCOLLECTOR

Theresa L. Briand – 2017

HEALTH OFFICER

Kevin Lynch – 12/29/2018

BUDGET COMMITTEE

Andrew Cutter – 2015
Cynthia Couture -2016
William Spencer – 2018
Daniel Vaillancourt - 2016
Chris Pascucci – 2017
Raymond Peeples – 2017
Kerry Douglas – 2017
Robert Keating - 2018
Brian Bourque - School Rep.
Frank Byron -Selectmen Rep
Michelle Flynn – Recording Sec

DEPUTY TOWN CLERK/TAX COLLECTOR

Patricia A. Textor – 2017

ZONING BOARD OF ADJUSTMENT

Richard Riley Jr. (Chair) -2016
Laura Gandia (Vice) – 2018
Albert Guilbeault – 2016
John R. Devereaux– 2017
John Regan – 2017
Eric Cushing – 2017
Thomas Cooney-2018
Gregory Lepine(Alt) - 2018

MODERATOR

John Regan – 2018

ASSISTANT MODERATOR

Philip M. Reed – 2018

ROAD AGENT

Jack Pinciario – 2017

FIRE CHIEF

Frank Fraitzl – 2018

FOREST FIRE WARDEN

Frank Fraitzl - 2018

TREASURER

Sharon Harding Reed – 2016

DEPUTY TREASURER

Debra Hogencamp – 2016

CHECKLIST SUPERVISORS

Shirley Reed – 2018
Joan McKibben – 2020
Robert Redding – 2016

CABLE ADVISORY COMMITTEE

Richard Penthany(Chair)- 2017
Russell Blanchette – 2016
Timothy Kearns – 2017
Richard Pentheny – 2017
Brian Maillet - 2017
Cynthia Couture – 2017

PLANNING BOARD

Thomas R. Young – 2018
Jason Guerrette – 2016
Russell Blanchette – 2017
Michael Croteau – 2017
Matthew Shoemaker - 2018
Steve Perry – (Sel. Rep)-2016
Paul Charland (alt.) - 2018

TRUSTEES OF TRUST FUND

Steven P. Calawa – 2018
Michael Falzone – 2016
John Poulos Jr. – 2017

CEMETERY TRUSTEES

Steven P. Calawa – 2018
Warren W. Adams – 2016
Jody Fraser – 2017

MOSQUITO DISTRICT COMMISSION

Alfred Raccio – 2017
John Latsha – 2016

RECREATION COMMISSION

Keith Buxton – 2018
Colleen Gamache – 2018
Elizabeth Darling – 2016
Andrew Collins – 2016
Sandra Vance – 2017
John Bryant – 2017
Jessica Philbrick - 2017
Kevin Bourque–Selectmen Rep

LIBRARY TRUSTEES

Gail Musco – 2018
Lynne Clifford – 2016
Kristin Robert – 2016
Peggy Drew – 2017
Christine McKim – 2017

CONSERVATION COMMISSION

Roger St. Laurent Jr. – 2016
Sharon Jones – 2016
Richard Husband – 2018
Marion Godzik – 2018
Thomas W. Levesque Sr.-2017
Joan McKibben – 2017
Michael Croteau – 2017

TOWN OFFICIAL AND EMPLOYEE EARNINGS

SELECTMENS OFFICE

Perry, Steven D	1,200.00
Brunelle, John R	1,200.00
Byron, Frank A	1,200.00
Bourque, Kevin	1,200.00
Lemire, Brent T	1,200.00
Brown, Troy	26,950.00
Hoch, Jason	56,414.74
White, Karen	59,978.74
Brodeur, Theresa	42,779.80
Baril, Donna	37,128.00

Total **229,251.28**

TOWN CLERK/TAX COLLECTOR'S

Briand, Theresa L.	64,435.20
Textor, Patricia A.	43,651.64
Croteau, Claire L.	29,407.92

Total **137,494.76**

INFORMATION TECHNOLOGY

Brunelle, John	12,000.00
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TOWN TREASURER

Harding Reed, Sharon	6,999.96
(incl. minute taker)Hogencamp, Debra	2,780.71

Total **9,780.67**

TRUSTEES OF TRUST FUNDS

Falzone, Michael	87.96
Poulos Jr., John	87.96

Total **175.92**

VOTER REGISTRATION & ELECTIONS

Redding, Robert M.	328.24
Regan, John G.	171.60
Reed, Philip M.	150.80
Reed, Shirley-Ann	678.24
Pinciaro, Nancy	133.70
Jones, Sharon	148.03
Regan, Patricia	157.58

Total **1,768.19**

Cable Peg Operators

Blanchette, Russell	783.00
Diambro, Anthony	2,772.00
Fay Jr., Robert	2,052.00

Total **5,607.00**

TOWN AND TALENT HALL, LIBRARY CUSTODIANS AND GROUNDSKEEPERS

Arria, Ben	5,800.32
Pilon, Gerald F	8,669.73

Total **14,470.05**

PLANNING BOARD

McKibben, Joan A.	26,309.70
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POLICE DEPARTMENT

Does not include Special Detail

Includes uniform allowance

O'Brion Jr., Joseph E.	97,028.80
Donnelly, David A	98,519.93
Brown, Anthony P.	69,138.25
Gott, Gary L.	89,296.66
Hartley III, Russell	70,535.88
Ivas III, George	67,320.45
O'Donaghue, Timothy	91,137.96
Sargent, Benjamin E	97,161.64
Savage, Heath	84,245.95
Bennett, Robert D	16,057.06
Corl, Michael T	34,638.00
Harris, Steve P	959.16
Houle, Michael R	12,965.77
Lang, Rachel	60,345.38
Tessier Jr., Dennis	96,939.34
Bessette, Carol A.	47,864.82
Diviny, Paul J.	42,399.60
Baril, Andrea	35,568.85

Total **1,092,123.50**

TOWN OFFICIAL AND EMPLOYEE EARNINGS

(continued)

FIRE DEPARTMENT		BUILDING/HEALTH DEPT.	
<i>Does not include Special Detail</i>		Lynch, Kevin A	69,240.12
Fraitzl, Frank X.	42,894.32	Gilcreast Jr., John	395.85
Nicoll, Douglas M	75,850.94	Total	69,635.97
Rea Jr., James	58,417.06		
Adams, Warren W.	448.80	HIGHWAY DEPARTMENT	
Allard, Paul	1,272.81	Pinciario, John	67,383.06
Bavaro, James	1,375.00	Blundon, Leslie W	24,107.64
Bouley, Charles	1,862.11	Cady, David M	2,114.52
Bourque, Kevin C.	1,653.68	Lesperance, Kevin J	10,564.10
Corleto, Robert	82.50	Tanguay, Keegan	4,398.89
Croteau, Michael G.	2,024.73	Total	108,568.21
Desmond Jr., Robert	7,932.00		
Dube, Steven W	4,200.34	SOLID WASTE DISPOSAL	
Earle, Derek	3,096.70	Mellen, David L.	55,778.14
Fecteau, Corey J.	5,448.01	Worster, David E.	23,075.46
Garand, Pierre J.	48.96	Minervini, Derek	16,813.84
Gaumond, Glenn G.	689.19	Johnson, Andrew	4,847.45
Glancy, Edward C.	15,024.13	Briggs, James D.	216.90
Hubbard, Jason	941.92	Mallory, Jesse	3,439.22
Jack, Timothy R.	600.26	dePontbriand, Bryan	16,605.60
Kimball, Brian S.	4,008.92	Total	120,776.61
Lacombe, Cody	1,102.51		
Lemay, Mark T.	2,789.09	ANIMAL CONTROL OFFICER	
McLavey, Andrew	2,301.98	Pilon, Gerald F.	13,140.55
Miller, Seth L.	4,361.51	<i>(Includes mileage allowance and Town Hall custodian)</i>	
Newell, Jeffrey A.	5,142.56	LIBRARY	
Nicoll, Jason	578.18	Varick, Vicki L.	49,404.18
Patten, Christopher	2,719.81	Allen, Ada	4,582.04
Patti, Christopher	3,075.75	Antosca, Kerri A	18,507.66
Perault, Nicholas W	1,379.20	Briggs, Jeffrey	2,912.69
Pinard, Normand J.	16.32	Lantagne, Lauren K	2,924.75
Raccio, Daniel	5,232.02	Pace, Carrie-Anne	32,281.62
Ricard, Jason	2,402.76	Paquette, Helena	4,520.19
Richardson, Timothy	5,164.08	Robinson, Alexandra	32,105.62
Rumrill, Larry O.	2,196.06	Total	147,239.47
Schofield, Brian	5,965.73		
Schofield, Christopher	8,036.44	TOTAL WAGES	\$2,276,196.59
Smith, Kelly P	2,098.64		
Travis Jr., John F.	4,750.27		
Welch II, Robert W	669.42		
Total	\$287,854.71		

SELECTMEN'S ANNUAL REPORT

2015 continued to be a busy year for the Board of Selectmen. It was full of many challenges and accomplishments. For the first time in two years, the voters approved the Selectmen / Budget Committee recommended budget. However, due to record amounts of snowfall and several other unforeseeable events, the Selectmen had a very tight budget which ended with about \$40,000 remaining of the total \$5.6 million approved. The Selectmen owe much credit to our town employees and volunteers for keeping within our spending limits and continuing to raise the bar in making Litchfield the great community it is.

The greatest challenge the Selectmen handled this year was the hiring of a new Town Administrator. The Board of Selectmen received 22 applications for the position, most of which were very qualified and more than capable to handle the Town Administrator job responsibilities and essential duties. In the end, it was clear that Troy Brown was the best candidate. Mr. Brown has over twenty years of municipal experience, seven of which, as the Town Administrator for Hollis, NH. Experience aside, we felt Troy displayed the right personality and fit what we all envisioned moving forward. Troy is a very dedicated hard worker that the town is lucky to have found and we are very thankful he has chosen to continue his career with us here in Litchfield.

The year of 2015 brought us another year of clean financial audits as well as a very successful year in our road projects that continue to enhance the quality of our town roads. We were very pleased that after a couple of years of research and planning, the first phase of the non-union wage plan was implemented in July. It will take another two years of voter support before the plan is fully implemented. The Selectmen were also able to successfully negotiate a new union contract with our Police Officers and Dispatchers. The new contract will address salaries, benefits and increasing healthcare costs. Finally, as you are all aware, Kinder Morgan announced that it was planning to construct a high pressure natural gas pipeline through our community in 2017. The proposed project would impact approximately 100 homes within 500 feet of the pipeline and travel 2.68 miles through town. The Selectmen believed the community would be best served by joining the collaborative efforts of the NH Municipal Pipeline Coalition. The Coalition consists of 13 communities that have agreed to share legal expenses and costs to preserve and protect the interest of the town and residents regarding issues like safety, health and welfare.

In closing, I want to thank the members of the Board of Selectmen for their commitment and dedication and to our great staff and community volunteers for making Litchfield the best it can be!

Respectfully Submitted
Steve Perry
Board of Selectmen, Chairman

TOWN ADMINISTRATOR

It is an honor to submit my first annual report to the residents of Litchfield, New Hampshire. I was fortunate to be chosen from a field of approximately twenty-two applicants, after Jason Hoch resigned to become Town Manager for Williamstown, Massachusetts.

I started my position as Town Administrator on September 10, 2015. I would like to thank everyone in Litchfield that I have had an opportunity to meet and work with over the past five months for being extremely helpful and welcoming. In particular, I would like to thank the Board of Selectmen, former Town Administrator Jason Hoch, and Finance / HR Manager Karen White for the extra time spent assisting me with my transition.

I spent most of my time over the past months working on the 2016 proposed budget and closing out the 2015 approved budget. I am pleased to report that 2015 preliminary year end budget expenditures were \$5,669,698, which is approximately \$40,000 less than the approved budget. It also appears that revenues exceeded budget estimates by as much as \$106,000. Although the budget will not be officially closed until our Auditors finalize yearend financial statements, the Board of Selectmen and Department Heads all need to be commended for working together as a team to close the year under budget with an estimated surplus of \$146,000. The proposed 2016 operating budget maintains level services but represents an increase of \$193,475.00 or 3.7%. Primarily, this is due to increased health insurance costs and union and non-union wage increases. Otherwise, most line items remain unchanged.

In addition to working on budget issues, I successfully recruited Kerri Arnold as our new Bookkeeper. Mrs. Arnold and her family live in Litchfield and she is very excited to live and work in her town. The Bookkeeper position became vacant when Theresa Brodeur announced her retirement after working over twenty-five years for the Town of Litchfield. Mrs. Brodeur was an experienced and dedicated employee and she will be missed by all, but we wish her all the best with her well deserved retirement.

In closing, I look forward to working with the Selectmen, board and committee members, staff and residents to continue to make Litchfield, NH a great place to live. Please do not hesitate to contact me with your concerns or questions by email Tbrown@Litchfieldnh.gov, phone 603-424-4046 ext 1250, or stop by my office anytime.

Sincerely,

Troy Brown
Town Administrator

**Election/Ballot Voting Results
Town of Litchfield
March 10, 2015**

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on January 31, 2015 at 10:00 a.m. for explanation, discussion and debate of each warrant article. Warrant articles may be amended at this session per RSA §40:13, IV.

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 10, 2015 at 7:00 in the forenoon for the choice of Town Officers elected by official ballot to vote on questions required by laws to be inserted on the official ballot and to vote on all warrant articles from the first session on official ballot per RSA §40:13, VIII. The polls for the election of town officers and other action required to be inserted on said ballot will be open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ELECTION OF OFFICERS

Article 1:

Moderator

John G. Regan

3 year term

926 - **Elected**

Board of Selectmen

Steven Perry

Jason Guerrette

1 - 3 year terms

790 - **Elected**

285

Budget Committee

William Spencer

Robert Keating

2 - 3 year terms

801 - **Elected**

756 - **Elected**

Library Trustee

Gail Musco

1 - 3 year term

1000 - **Elected**

Cemetery Trustee

Steven P. Calawa

1 - 3 year term

871 - **Elected**

Trustee of Trust Fund

Steven P. Calawa

1 - 3 year term

871 - **Elected**

MULTI-FAMILY RESIDENTIAL OVERLAY

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

Adopt a new zoning section 550.00 – 553.00 “Multi-Family Residential Overlay District,” to provide an opportunity for multi-family residences within the Town of Litchfield consistent with the Town’s single-family character and NH State law. The purpose of the amendment is to provide opportunities for development of multi-family housing as required by state law. Any new multi-family construction shall maintain the existing character of the neighborhood. The minimum lot size shall be 2 acres for the first 3 dwelling units, with an additional 5,000 square feet required for each additional unit and no more than 6 dwelling units may be permitted in any one structure. The district boundaries shall be the Residential and Commercial Districts north of Leach Brook and the Residential, Commercial and Transitional Districts east of Route 3A and south of Chase Brook to Albuquerque Avenue and then south of Page Road to the Hudson town line.

Recommended by the Planning Board

Yes 605 No 507

IMPACT FEE ORDINANCE REVISION

Article 3: Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Repeal Zoning sections 1300.00 Public Capital Facilities Impact Fees and 1400.00 Public School Facilities Impact Fee and replace with New Section 1300.00 Impact Fees. The purpose of the repeal and replacement of these articles is to merge and reorganize the Towns two largely redundant Zoning sections relative to Impact Fees, as well as, update language to be consistent with current state law, practices, and standards.

Recommended by the Planning Board

Yes 829 No 271

ACCESSORY DWELLING UNITS

Article 4: Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 507.04 of the Accessory Dwelling Unit section of the Zoning Ordinance to increase the maximum size of such units from 650 to 800 square feet.

Recommended by the Planning Board

Yes 836 No 274

OPERATING BUDGET

Article 5: To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling \$5,232,478. Should this article be defeated, the default budget shall be \$5,136,261 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield 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.

Estimated 2015 tax rate increase of proposed budget is 11¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 652 No 448

ROAD IMPROVEMENT

Article 6: To see if the Town will vote to raise and appropriate the sum of \$200,000 for the purpose of road pavement improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Pinecrest Road and Blue Jay Way as well as other roads as necessary.

Estimated 2015 tax rate impact: 24¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 736 No 376

FIRE DEPARTMENT AIRPACK REPLACEMENT

Article 7: To see if the Town will vote to raise and appropriate the sum of \$163,000 for the purchase of replacement breathing apparatus equipment to replace apparatus scheduled to be out of service in 2015. It is the intention of the Fire Department to seek grant funding for this replacement and to fund this appropriation fully with the grant. If the grant is not received, this appropriation is to be funded by authorizing the withdrawal of that amount from the unexpended fund balance as of December 31, 2014. This would have a net cost to 2015 general taxation of \$0.

Estimated 2015 tax rate impact: \$0.00

Recommended by the Board of Selectmen (Vote: 3-0-1)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 985 No 136

Yes 965 No 649

FIRE DEPARTMENT UTILITY VEHICLE

Article 8: To see if the Town will vote to raise and appropriate the sum of \$20,000 for the replacement of the utility vehicle used by the Fire Department.

Estimated 2015 tax rate impact: 2¢

Recommended by the Board of Selectmen (Vote: 3-0-1)

Recommended by the Budget Committee (Vote: 7-2-0)

Yes 624 No 492

FIRE DEPARTMENT/OLD TOWN HALL LOT PAVING

Article 9: To see if the Town will vote to raise and appropriate the sum of \$70,000 to reclaim and repave the

parking lot of the municipal lot serving the Old Town Hall and Fire Station.

Estimated 2015 tax rate impact: 8¢

Recommended by the Board of Selectmen (Vote: 3-0-1)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 540 **No 575**

PUBLIC WORKS EXPENDABLE TRUST FUND DEPOSIT

Article 10: To see if the Town will vote to raise and appropriate the sum of \$12,970 for deposit into the Public Works Expendable Trust Fund previously established. Said sum represents the amount withdrawn in 2014 for replacement of a baler at the Solid Waste Facility.

Estimated 2015 tax rate impact: 2¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 748 No 358

HIGHWAY PAINT STRIPING MACHINE

Article 11: To see if the Town will vote to raise and appropriate the sum of \$7,500 for the purchase of a paint striping unit for the Highway Department for the purpose of painting stop bars, roadway wording and parking lots.

Estimated 2015 tax rate impact: 1¢

Recommended by the Board of Selectmen (Vote: 3-1-0)

Not recommended by the Budget Committee (Vote: 3-6-0)

Yes 501 **No 606**

ROUTE 102 INTERSECTION/ALBUQUERQUE AVE EXTENSION

Article 12: To see if the Town will vote to raise and appropriate the sum of \$160,000 for planning, design, engineering and permitting for extending Albuquerque Avenue to a new intersection along NH Route 102. This is the result of the approval of 2014 Article 19 directing the Board of Selectmen to bring forward an article to study alternatives and potential costs for a controlled intersection allowing access to Route 102.

Estimated 2015 tax rate impact: 19¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Not recommended by the Budget Committee (Vote 2-7-0)

Yes 283 **No 850**

HUMAN SERVICES AGENCIES

Article 13: To see if the Town will vote to raise and appropriate the sum of \$11,250 to support the requests of Human Service agencies including Big Brothers/Big Sisters, Home Health & Hospice Care, St Joseph's Community

Services (Meals on Wheels), Bridges and Community Council of Nashua.

Estimated 2015 tax rate impact: 1¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Recommended by the Budget Committee (Vote: 3-0-6)

Yes 680 No 443

NON UNION WAGE PLAN IMPLEMENTATION

Article 14: To see if the Town will vote to raise and appropriate the sum of \$30,000 for implementation of the first phase of a revised employee wage plan, as approved by the Board of Selectmen in 2013, for non-union employees. The wage schedule for these employees has not been adjusted since 2010. It is estimated that implementing this plan will take three years.

Estimated 2015 tax rate impact: 3¢

Recommended by the Board of Selectmen (Vote: 4-0-0)

Recommended by the Budget Committee (Vote: 9-0-0)

Yes 717 No 403

CAPITAL RESERVE FUND MANAGEMENT

Article 15: To see if the Town will vote, pursuant to RSA 35:9-a-II, to authorize the Trustees of Trust Funds to pay for capital reserve fund investment management services and other expenses incurred, from capital reserve funds income. No vote by the Town to rescind such authority shall occur within five years of the original adoption of this article.

Recommended by the Board of Selectmen (Vote: 4-0-0)

TAX CAP

Article 16: Shall the Board of Selectmen present to next year's annual meeting, an article adopting the provisions of RSA 32:5-b which could implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than a certain dollar amount or percentage?

Recommended by the Board of Selectmen (Vote: 4-0-0)

Yes 799 No 298

BUDGETING FOR LEASE/PURCHASES

Article 17: Shall the Budget Committee be directed to incorporate into their calculation of budgets, all related appropriations for equipment lease/purchases as proposed by the governing body consistent with RSA 33:7-e. This is an advisory article only.

Recommended by the Board of Selectmen (Vote: 4-0-0)

Yes 832 No 255

AGRICULTURAL COMMISSION

Article 18: Shall the Town establish an Agricultural Commission as authorized by RSA 674:44-e with members of the Commission to be appointed by the Board of Selectmen. The Commission shall be comprised of not less than 3 members and no more than 7 members. The purpose of such a Commission is the proper recognition, promotion, enhancement, encouragement, use, management, and protection of agriculture and agricultural resources, tangible or intangible, which are valued for their economic, aesthetic, cultural, historic, or community significance within their natural, built, or cultural contexts.

Recommended by the Board of Selectmen (Vote: 4-0-0)

Yes 763 No 344

BY PETITION

Article 19: (By Petition) To see if the Town will vote to hire a part-time cable coordinator to be paid through the Cable Revolving Fund. It is estimated that the total cost of wages and related taxes should not exceed \$17,000, with the coordinator working approximately 20 hours per week. This would have a net cost to 2015 general taxation of \$0.

Recommended by the Board of Selectmen (Vote: 3-1-0)

Yes 526 No 581

WARRANT AS AMENDED BY FIRST SESSION OF TOWN MEETING, JANUARY 31, 2015

Total Voters on 3/10/2015 2,316

EXCERPTS FROM PREVIOUS TOWN REPORTS

≈2005≈

Selectmen's Report ".....Dave Mellen, Incinerator Manager has begun the process of moving the facility from an incinerator-centered unit to a transfer station....."

Highway Department "....The final section of Albuquerque Ave from Meadowbrook Lane to Westview Drive, along with the Bike Path has been completed. This section of the road now allows the unobstructed flow of traffic from Page Road to Route 3A..."

≈1995≈

In Memoriam ".....Barbara Jayne (Bete) Campbell, April 18, 1916 – August 10, 1995: Town Clerk, Ballot clerk and Auxiliary Police Officer....."

In Memoriam ".....Donald W. MacDougall, October 18, 1914 – January 14, 1996: Selectman, Fire Department Charter Member and Building Inspector....."

Births ".....March 30, 1995, Michael White born to Mark and Karen White....." **Marriages** ".....March 29, 1995 Michael Houle and Wendy Price...."

Recognition Day ".....After nearly 20 years of trying to have our own zip code, Selectman John Lazzaro succeeded. It was through his persistence and United States Senator Judd Gregg that finally put it all together; A day of Celebration was held on Saturday, October 28th."

Police Report ".....I would like to introduce and welcome a new member of the Police Department. Officer Joseph O'Brion has been hired to replace Officer Boucher. Officer O'Brion comes to use from the City of Fort Pierce, Florida. Officer O'Brion is a seasoned officer with over ten years of experience. His expertise in a number of areas will be a welcomed addition to this department....."

≈1985≈

Selectmen's Report ".....Rapid residential development is placing unreasonable demands on the Town's primary part-time services requiring the Selectmen to recommend the approval of two full-time Firemen and one new Policeman. The Litchfield dog kennel will begin operation in 1986 after many years of construction....."

Planning Board ".....The Litchfield Planning Board had a very busy year in 1985. Major parcels of land were sold. One parcel was the Broadview Farm on 3A that has now been subdivided. Another major parcel sold was the PSNH land adjacent to Naticook Farm, this parcel is awaiting subdivision....."

≈1975≈

Litchfield Town Seal ".....American Revolution Bicentennial Medal. The design is Litchfield's new Town seal. Focal point of the seal is the Town Hall which was built in 1851 with timbers believed to have been salvaged from the 1737 meeting house....."

Selectmen's Report ".....This being the Bicentennial year, we the Board of Selectmen, in lieu of writing about our achievements, accomplishments in year 75-76, felt that congratulatory remarks should be extended to all the people of Litchfield, especially Committee Chairmen and members who gave their time in making our town what it is....."

≈1965≈

Selectmen's Report ".....Street signs were procured and placed, and this Board proposes to complete the naming of streets and the erection of signs this coming year...."

Building Department "..... A total of 29 Building Permits were issued during 1965..."

EXCERPTS FROM PREVIOUS TOWN REPORTS

Library Report "..... In the spring of 1965 the Trustees voted to affiliate with the Statewide Library Development Program. Because of this action, the Library received a \$125.00 bonus for reference books....."

≈1955≈

Town Officers Salaries ".....Town Clerk, Barbara Campbell - \$50.00, Town Treasurer, Sterling Colby - \$50.00, Selectman, George Adams - \$150.00, Selectman, Roland Levesque - \$100.00, Selectman, Fred McQuesten, 100.00, Tax Collector, Frank P. Hayes, Jr. - \$125.00, Chief of Police, David A. Campbell - \$50.00, Fire Chief, Robert Jerry - \$50.00....."

Report of the School Board ".....In the past year we have completed the new three room addition to the school and remodeled the lunch room so that now lunches are served cafeteria style...."

Highway Report "....Total Spent by Highway Department for 1955 - \$1,347.81...."

≈1935≈

Town Maintenance ".....Arnold Campbell, Highway Agent \$113.10, David Campbell, repairs to plow \$14.90, Edmond Nadeau, Remounting Plow on truck \$34.45, R.C. Hazelton Co., Overhauling pump and jack on plow \$31.25...."

Report of Superintendent of Schools ".....The enrollment in both rooms this year is of February 1st is 38 as compared with 35 at the same time last year. The lower grades still have the larger enrollment, which in itself is a good omen for the future. The number of pupils in the upper grades made it possible for us to go back to the former system this year with four grades to each room...."

≈1925≈

Library Report ".....We are pleased to announce that the Building Committee of the Aaron Cutler Memorial Library have reported to the Trustees that the building is ready for occupancy. As soon as warmer weather comes, the books will be removed from their present place, properly cataloged and classified and ready for distribution. At the opening of the new building we hope that all of the Towns people will be present and help to make it a memorable occasion....."

Town Highways Paid ".....Eveline McQuesten \$352.28, James W. Hopwood \$305.25, John A Reid, Snow Bill \$7.00 and Frank F. Corning, Road Signs \$1.50 for a total of \$666.03....."

≈1915≈

Salaries ".....Isaac N. Center, Town Clerk- \$12.00, Frederick L. Center, Town Treasurer- \$10.00, Arthur S. Campbell, Selectman and Assessor - \$28.00, Ira D. Ford, Selectman and Assessor - \$25.00, Clinton D. Leach, Selectman and Assessor - \$20.00....."

Report of The Library ".....The Ladies Social Circle, with their usual generosity have recently appropriated \$25 for the purchase of books for the Library, together with the Century Magazine and public spirited individuals have donated books and magazines as will be seen by the Librarian's report. As our Library is growing, in the near future a larger room will be required for its accommodation. We are under renewed obligations to Mrs. Grace G. Saunders for the free use of room in her house....."

CONSERVATION COMMISSION

The Litchfield Conservation Commission (LCC) is an all-volunteer advisory board established by the Town pursuant to NH RSA Chapter 36-A “for the proper utilization and protection of the natural resources and for the protection of watershed resources” within Litchfield. The Conservation Commission is currently comprised of six appointed commission members, one alternate, and a Selectmen’s representative. The LCC holds meetings the first Thursday of every month at 7:00 p.m. in Town Hall. The public is encouraged to attend.

In 2015 with the help of the road agent we replaced the gate at Moores Falls Conservation Area.

We investigated the use of grass eating carp as a way to control native milfoil in Darrah Pond. We found this is not an option at this time.

Two members led a snowshoeing tour for the Town Winterfest in February.

We had a forester look at several town parcels for timber harvest for the health of the wood lots.

The Commission held the 33rd annual Children’s Fishing Derby at Pond View Drive in May.

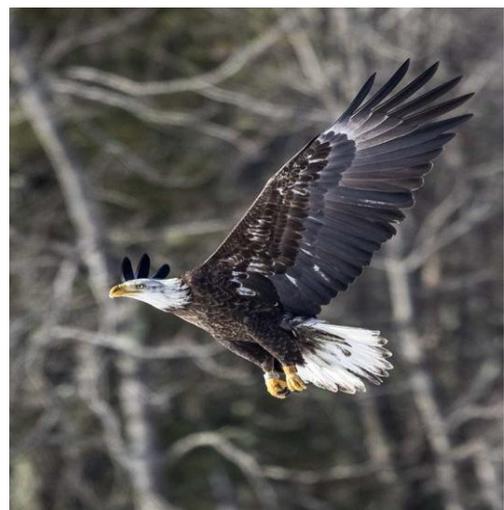
We continue to work with regional stakeholders on the New England Cottontail project.

In November the Commission purchased 66 acres of forested land off of Birch St. and north of Campbell Dr. This area has extensive trail systems that we will map. This land was purchased with funds we receive from the land use change tax and is owned in the Town’s name. The parcel also was indicated in the NH Wildlife Action Plan as some of the highest ranked habitat in New Hampshire.

The Commission has educational brochures available from the NH Wildlife Action Plan Habitat Stewardship Series. The series includes information on Floodplain Forests, Grasslands, Appalachian Oak-Pine Forests, Vernal Pools, Marsh and Shrub Wetlands, and Peatlands. There is more information about wildlife and habitats at wildlife.state.nh.us and takingactionforwildlife.org

Members attended the NH Assoc. of Conservation Annual meeting which is always the first Saturday in November and a worthwhile event for education.

Respectfully submitted,
Tom Levesque, Sr., Chairman
Joan McKibben, Vice-Chairman
Sharon Jones, Secretary
Roger St. Laurent
Marion Godzik
Richard Husband
Michael Croteau, Alternate
Brent Lemire, Selectmen’s Rep.



Lower Merrimack River Local Advisory Committee (LMRLAC)

Annual Report – Town of Litchfield

The LMRLAC is chartered by New Hampshire RSA 483 Section 8-a to advise local authorities on matters pertaining to the management of the Lower Merrimack River corridor, which consists of the Designated River itself and the land within one quarter mile of the shoreline in the Towns of Hudson, Litchfield, and Merrimack, and the City of Nashua. To that end the LMRLAC reviews and comments to the appropriate permitting authorities on every proposed project within the corridor that could impact the resource values and characteristics of the River. The LAC also advocates for general public support for River management and protection activities and is required to report annually to the municipalities on the status of compliance with applicable laws, regulations, and approved plans. This Report responds to that requirement.

In 2015, the Litchfield Conservation Commission assisted the town's road agent to replace the gate at the Moore's Falls Conservation area, and supported the Moore's Falls New England Cottontail Project a quarter mile from the River. The Litchfield Planning Board approved a site plan for Mel's Funway Park at 476 Charles Bancroft Highway to create recreational site improvements, including a hay ride trail and subdivide one lot into two. A residential project in Litchfield close to the River was also the subject of site plan review. The Proposed Kinder Morgan Pipeline also impacts Litchfield coming across the Merrimack River, where, if given permission, they plan to drill under the river. The LMRLAC has taken no position on the merits of the NED project, but is insisting that best practices be employed when designing and installing the river crossing, including accounting for Potential River bed scouring and migration.

Because public awareness of the River is essential to gaining widespread support for its protection, the provision of greater public access – both on the water and from the shore – is an important goal of the LMRLAC, and is consistent with the Town's and Nashua Regional Planning Commission Long Range Plans. To that end, the LAC will continue to advocate for granting of conservation and public access easements for trails be made a condition of approval for development projects along the shoreline of the Merrimack River.

LMRLAC member representing the Town of Litchfield is Michael R. Croteau.

LMRLAC Meetings are held at the Nashua Public Library on the 4th Thursday of the month at 7pm. We encourage new membership. Applications and information can be found at:

<http://www.nashuarpc.org/LMRLAC/index.htm>

Gene Porter

Gene Porter

Chairman, LMRLAC

LITCHFIELD HIGHWAY DEPARTMENT

A year has passed and in 2015 the Highway Department has been very active in completing the following projects:

Pinecrest – From MooseHollow to Hillcrest repaved

Stark Lane – Stark Lane paving was completed

The Building at the Highway Department that collapsed was replaced.

Winter Overnight Parking Ban – Between the months of November through April The Town of Litchfield has an overnight parking ban between the hours of

Removal of Encumbrances from Town Right-of Way – Pursuant to RSA 236:32, it is the policy of the Town of Litchfield to remove any encumbrance (i.e. fencing, basketball hoops, posts, etc) from the Town's right-of way. If the Road Agent determines that an object is an encumbrance, the owner of the encumbrance will be notified by certified mail that the encumbrance shall be removed and give the owner 14 calendar days to remove it. Any person who shall place any obstruction or encumbrance in any town road or highway shall be subject to civil liability to the Town of Litchfield pursuant to the provisions of RSA 236:39, for all damages and costs which the Town shall be compelled to pay any person injured by such obstruction, defect, insufficiency or want of repair.

Projects for 2016 – Pinecrest from MooseHollow to Albuquerque to be repaved. Cutler Road. A number of other paving projects are being considered. Catch Basins are ongoing.

Each year there are many comments from the residents of Litchfield about the great job done of removing snow from the roads and treating for ice. The job of clearing not only the roads, but clearing the Town Hall lot, library, fire station and Darrah Pond is a real team effort from the Road Agent to each contractor. Many of our contractors live in town and adjoining towns. The Highway Department has done their best to give the people of Litchfield clean and clear roads. Jack Pinciario would like to thank all the men of this Department as well as Fire Chief Frank Fraitzl, Police Chief Joseph O'Brion. I greatly appreciate all their hard work. I also appreciate the great cooperation from our Town Administrator, Jason Hoch who left at the end of August and our new Town Administrator Troy Brown.

Respectfully submitted,

John Pinciario,
Road Agent



NORTHEAST RESOURCE RECOVERY ASSOCIATION

"Partnering to make recycling strong through economic and environmentally sound solutions"
 Northeast Resource Recovery Association, 2101 Dover Road, Epsom, NH 03234
 Telephone: (603) 736-4401 or 1-800-223-0150 Fax: (603) 736-402
 E-mail: info@nrna.net Web Site: www.nrra.net

Town of Litchfield, NH

Congratulations for being such active recyclers!

Below please find information on the positive impact this recycling has had on your environment.

The recyclable materials listed below were sent to market to be remanufactured into new products through your non-profit recycling organization, the Northeast Resource Recovery Association.

Recyclable Material	Amount Recycled In 2015	Environmental Impact! Here is <u>only one</u> benefit of using this recycled material rather than natural resources (raw materials) to manufacture new products.
Aluminum Cans	13690 lbs	Conserved enough energy to run a television for 1,393,642 hours!
Electronics	41049 lbs	Conserved enough energy to power 7 houses for one year!
Paper	139 tons	Saved 2370 trees!
Plastics	45442 lbs	Conserved 34,081.5 gallons of gasoline
Scrap Metal	159.7 gross tons	Conserved 159,430.9 lbs of coal
Steel Cans	11.3 gross tons	Conserved enough energy to run 60 watt light bulb for 660,400 hours
Tires	1.2 Tons	Conserved 1.2 barrels of oil!

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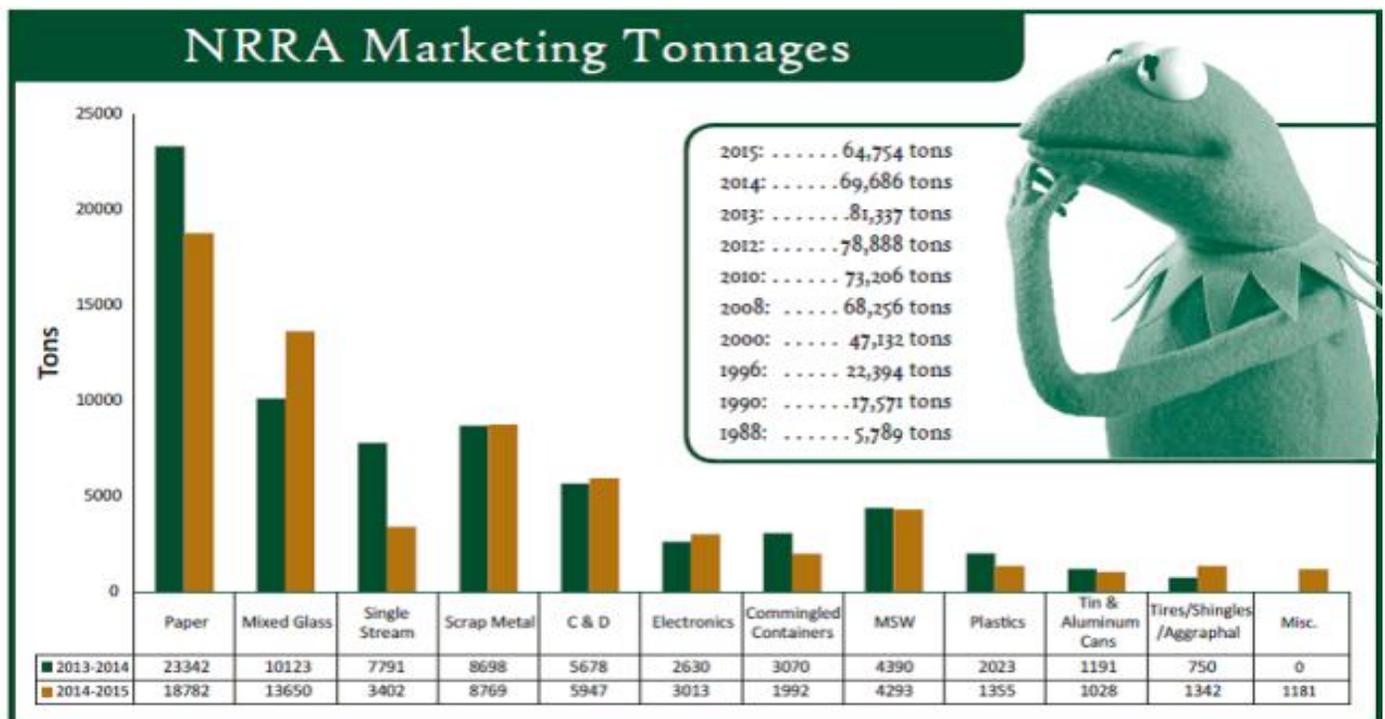
Dear NRRA Member,

As a member of Northeast Resource Recovery Association (NRRA), your community has access to all the services of this first in the nation, 35-year old recycling cooperative. Your member-driven organization provides you with:

- Up-to-date **Technical Assistance** in waste reduction and recycling including solid waste contract negotiations;
- **Cooperative Marketing** to maximize pricing and **Cooperative Purchasing** to minimize costs;
- Current **Market Conditions** and Latest **Recycling Trends, both regionally and nationwide;**
- **Innovative Programs** (i.e. Dual Stream, Consolidation and Single Stream);
- **Educational and Networking Opportunities** through our Annual Recycling Conference, our Monthly “Full of Scrap” email news, monthly Marketing meetings, **members' only website**, workshops and Fall Facility Tours;
- **School Recycling Club** - a program to assist schools to promote or advance their recycling efforts;
- **NH DES Continuing Ed Credits;**
- **NH the Beautiful Signs, Grants, Bins and Recyclemobiles.**

NRRA membership has grown to include more than 400 municipalities, businesses and individuals in New Hampshire, Vermont, Massachusetts, Connecticut and Maine. NRRA, as a non-profit organization, is unique in that we do not charge a “brokerage fee” or work to maximize profit gains, but rather has a minimal “Co-op” Fee” which is re-invested to further your recycling programs and solid waste reduction efforts in schools and municipalities.

Through your continued support and dedication, NRRA has assisted our members to recycle over 63,573 tons in fiscal year 2014-2015!



1/14/2016



Partnering to Make Recycling Strong Through Economic and Environmentally
Sound Solutions



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Activity Detail Report

This is not a Bill - Pay from Invoice Only

Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program		Net Revenue/Expenses
									Revenue	Expenses	
Alum Can-Baled	10/30/15	194888	13,690	6.85	6.11	55	\$0.430		\$5,886.70		
Subtotals			13,690	6.85	6.11				5,886.70		
Baling Wire	9/30/15	193296				5	\$78.300	\$82.35			\$473.85
Subtotals								\$82.35			473.85
Batteries-Lead-Revenue	5/22/15	186245	2,995	1.50	1.34	1	\$0.230		\$688.85		
Batteries-Lead-Revenue	12/9/15	196007	3,546	1.77	1.58	1	\$0.230		\$815.58		
Subtotals			6,541	3.27	2.92				1,504.43		
Bulbs-Ball.NonPCB	6/17/15	187264	651	0.33	0.29	1	\$0.070		\$45.57		
Subtotals			651	0.33	0.29				45.57		
C&D-Trans.	1/9/15	181156				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	2/3/15	182160				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	3/10/15	183107				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	3/30/15	183737				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	4/10/15	184328				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	4/22/15	184922				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	4/28/15	185159				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	5/5/15	185482				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	5/29/15	185790				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	6/1/15	187812				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	6/12/15	187213				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	6/22/15	187628				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	7/2/15	188310				1	\$0.000	\$235.00			\$235.00
C&D-Trans.	7/13/15	188746				1	\$0.000	\$235.00			\$235.00

Report provided by: Starco

report date: 1/14/2016

1/14/2016



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C&D-Trans.	7/24/15	189470				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	7/31/15	190123				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	8/10/15	190624				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	8/26/15	191376				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	9/17/15	192447				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	10/2/15	193514				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	10/14/15	194153				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	11/3/15	195120				1	\$0.000	\$235.00		\$235.00	
C&D-Trans.	12/30/15	197722				1	\$0.000	\$235.00		\$235.00	
Subtotals								\$5405.00		5,405.00	
Electronics	7/1/15	187792	4,019	2.01	1.79	1	\$1,300.000			\$1,300.00	
Electronics	8/27/15	190998	6,629	3.31	2.96	1	\$1,300.000			\$1,300.00	
Electronics	11/17/15	193534	4,543	2.27	2.03	1	\$1,300.000			\$1,300.00	
Electronics	12/9/15	196346	7,432	3.72	3.32	1	\$1,300.000			\$1,300.00	
Subtotals			22,623	11.31	10.10					5,200.00	
Electronics - CRT Equipment	5/8/15	185514	9,683	4.84	4.32	1	\$1,300.000			\$1,300.00	
Subtotals			9,683	4.84	4.32					1,300.00	
Electronics - Mixed	3/19/15	183108	8,743	4.37	3.90	1	\$1,300.000			\$1,300.00	
Subtotals			8,743	4.37	3.90					1,300.00	
Fibers-OCC Baled	1/21/15	181342	46,900	23.45	20.94	54	\$95.000		\$2,227.75		
Fibers-OCC Baled	4/9/15	183748	45,840	22.92	20.46	1	\$65.000		\$1,489.80		
Fibers-OCC Baled	4/24/15	184924	41,760	20.88	18.64	1	\$65.000		\$1,357.20		
Fibers-OCC Baled	7/9/15	188497	43,880	21.94	19.59	1	\$75.000		\$1,645.50		

Report provided by: Starav

report date: 1/14/2016

1/14/2016



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Sound Solutions



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Litchfield, NH

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									Revenue	Expenses	
Fibers-OCC Baled	9/10/15	191870	48,220	24.11	21.53	1	\$75.000		\$1,808.25		
Fibers-OCC Baled	12/4/15	196345	52,240	26.12	23.32	1	\$70.000		\$1,828.40		
Subtotals			278,840	139.42	124.48				10,356.90		
Freon-AC	4/22/15	184938				16	\$9.000				\$144.00
Freon-AC	6/4/15	186520				15	\$9.000				\$135.00
Subtotals											279.00
Freon-Dehumidifier	4/22/15	184938				8	\$9.000				\$72.00
Freon-Dehumidifier	6/4/15	186520				11	\$9.000				\$99.00
Subtotals											171.00
Freon-Refrigerators	4/22/15	184938				13	\$9.000				\$117.00
Freon-Refrigerators	6/4/15	186520				23	\$9.000				\$207.00
Subtotals											324.00
Freon-Units	8/5/15	189467				77	\$9.000				\$693.00
Freon-Units	10/21/15	194152				89	\$8.000				\$712.00
Freon-Units	12/4/15	196334				42	\$8.000				\$336.00
Subtotals											1,741.00
Glass-PGA	4/2/15	183742	25,360	12.68	11.32	1	\$23.000				\$291.64
Glass-PGA	4/7/15	184026	26,280	13.14	11.73	1	\$23.000				\$302.22
Glass-PGA	4/10/15	184149	26,860	13.43	11.99	1	\$23.000				\$308.89
Glass-PGA	6/22/15	187629	26,840	13.42	11.98	1	\$30.000				\$402.60
Glass-PGA	6/24/15	187634	24,780	12.39	11.06	1	\$30.000				\$371.70
Glass-PGA	6/26/15	187635	24,460	12.23	10.92	1	\$30.000				\$366.90

Report provided by: Staron

report date: 1/14/2016

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									Revenue	Expenses	
Glass-PGA	10/2/15	193515	24,840	12.42	11.09	1	\$30.000			\$372.60	
Glass-PGA	10/14/15	194154	19,980	9.99	8.92	1	\$30.000			\$299.70	
Glass-PGA	10/16/15	194271	24,160	12.08	10.79	1	\$30.000			\$362.40	
Glass-PGA	11/16/15	195452	24,560	12.28	10.96	1	\$30.000			\$368.40	
Glass-PGA	12/2/15	196340	24,560	12.28	10.96	1	\$30.000			\$368.40	
Glass-PGA	12/7/15	196716	24,560	12.28	10.96	1	\$30.000			\$368.40	
Subtotals			297,240	148.62	132.70					4,183.85	
Glass-PGA-Transportation	4/2/15	183742				1	\$0.000	\$235.00		\$235.00	
Glass-PGA-Transportation	4/7/15	184026				1	\$0.000	\$235.00		\$235.00	
Glass-PGA-Transportation	4/10/15	184149				1	\$0.000	\$235.00		\$235.00	
Glass-PGA-Transportation	6/22/15	187629				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	6/24/15	187634				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	6/26/15	187635				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	10/2/15	193515				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	10/14/15	194154				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	10/16/15	194271				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	11/16/15	195452				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	12/2/15	196340				1	\$0.000	\$320.00		\$320.00	
Glass-PGA-Transportation	12/7/15	196716				1	\$0.000	\$320.00		\$320.00	
Subtotals								\$3585.00		3,585.00	
Plas.-Rigid	10/15/15	P1132	14,513	7.26	6.48	1	\$0.010		\$145.13		
Subtotals			14,513	7.26	6.48				145.13		
Plastic -1-7 Baled	5/20/15	185696	20,420	10.21	9.12	52	\$0.025		\$510.50		

Report provided by: Stanav

report date: 1/14/2016

1/14/2016



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									Revenue	Expenses	
Plastic -1-7 Baled	10/15/15	P1132	10,509	5.25	4.69	1	\$0.020		\$210.18		
Subtotals			30,929	15.46	13.81				720.68		
Propane - 5#	9/8/15	191515				2	\$1.000				\$2.00
Subtotals											2.00
Propane -1#	9/8/15	191515				4	\$1.000				\$4.00
Subtotals											4.00
Propane- 20#	8/24/15	189468				67	\$1.000		\$67.00		
Propane- 20#	9/8/15	191515				30	\$1.000		\$30.00		
Propane- 20#	9/8/15	191515				19	\$0.000				\$0.00
Subtotals									97.00		0.00
Propane-Fire Extin.	9/8/15	191515				35	\$5.000				\$175.00
Subtotals											175.00
Propane-Trans.	8/24/15	189468				1	\$0.000	\$25.00			\$25.00
Propane-Trans.	9/8/15	191515				1	\$0.000	\$25.00			\$25.00
Subtotals								\$50.00			50.00
Scrap-AI Fe High Grade 70%	4/14/15	184330	1,780	0.89	0.79	1	\$0.250	\$131.50	\$445.00		\$131.50
Scrap-AI Fe High Grade 70%	7/6/15	188354	2,300	1.15	1.03	1	\$0.250	\$132.63	\$575.00		\$132.63
Scrap-AI Fe High Grade 70%	9/25/15	192589	2,020	1.01	0.90	1	\$0.230	\$128.13	\$464.60		\$128.13
Scrap-AI Fe High Grade 70%	12/22/15	197420	1,820	0.91	0.81	1	\$0.210	\$127.00	\$382.20		\$127.00
Subtotals			7,920	3.96	3.54			\$519.26	1,866.80		519.26
Scrap-Cont.Drop	3/12/15	183142				1	\$0.000				\$0.00
Subtotals											0.00

Report provided by: Stacey

report date: 1/14/2016

1/14/2016



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Sound Solutions



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E-mail: info@nrna.net Web Site: www.nrra.net

Activity Detail Report

This is not a Bill - Pay from Invoice Only

Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program		Net Revenue/Expenses
									Revenue	Expenses	
Scrap-CU 2 Insulated -	6/17/15	187264	756	0.38	0.34	1	\$0.830		\$627.48		
Subtotals			756	0.38	0.34				627.48		
Scrap-Insul. Wire	6/17/15	187264	3,445	1.72	1.54	1	\$0.630	\$132.63	\$2,170.35	\$132.63	
Subtotals			3,445	1.72	1.54			\$132.63	2,170.35	132.63	
Scrap-Metal	2/27/15	182852	14,840	7.42	6.63	1	\$105.000	\$132.63	\$695.63	\$132.63	
Scrap-Metal	4/3/15	184029	13,460	6.73	6.01	1	\$115.000	\$131.50	\$691.02	\$131.50	
Scrap-Metal	4/16/15	184663	12,320	6.16	5.50	1	\$115.000	\$131.50	\$632.50	\$131.50	
Scrap-Metal	4/22/15	184923	11,020	5.51	4.92	1	\$115.000	\$131.50	\$565.75	\$131.50	
Scrap-Metal	5/1/15	185274	12,840	6.42	5.73	1	\$115.000	\$131.50	\$659.19	\$131.50	
Scrap-Metal	5/6/15	185481	11,700	5.85	5.22	1	\$115.000	\$131.50	\$600.67	\$131.50	
Scrap-Metal	5/13/15	185786	13,220	6.61	5.90	1	\$115.000	\$131.50	\$678.71	\$131.50	
Scrap-Metal	5/27/15	186360	13,360	6.68	5.96	1	\$115.000	\$131.50	\$685.89	\$131.50	
Scrap-Metal	6/5/15	186770	12,580	6.29	5.62	1	\$115.000	\$132.63	\$645.85	\$132.63	
Scrap-Metal	6/10/15	187158	12,100	6.05	5.40	1	\$135.000	\$132.63	\$729.24	\$132.63	
Scrap-Metal	6/23/15	187701	12,060	6.03	5.38	1	\$135.000	\$132.63	\$726.83	\$132.63	
Scrap-Metal	7/6/15	188219	13,800	6.90	6.16	1	\$105.000	\$132.63	\$646.87	\$132.63	
Scrap-Metal	7/20/15	188941	12,520	6.26	5.59	1	\$95.000	\$132.63	\$530.98	\$132.63	
Scrap-Metal	7/31/15	190122	12,480	6.24	5.57	1	\$95.000	\$132.63	\$529.28	\$132.63	
Scrap-Metal	8/10/15	190504	14,700	7.35	6.56	1	\$95.000	\$132.63	\$623.44	\$132.63	
Scrap-Metal	8/19/15	190962	11,160	5.58	4.98	1	\$95.000	\$131.50	\$473.30	\$131.50	
Scrap-Metal	8/31/15	191592	13,820	6.91	6.17	1	\$95.000	\$131.50	\$586.11	\$131.50	
Scrap-Metal	9/9/15	192026	12,540	6.27	5.60	1	\$85.000	\$128.13	\$475.85	\$128.13	
Scrap-Metal	9/22/15	192587	12,820	6.41	5.72	1	\$65.000	\$128.13	\$372.01	\$128.13	

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Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program		Net Revenue/Expenses
									Revenue	Expenses	
Scrap-Metal	9/30/15	193141	10,360	5.18	4.63	1	\$65.000	\$128.13	\$300.63	\$128.13	
Scrap-Metal	10/14/15	194150	15,200	7.60	6.79	1	\$65.000	\$127.00	\$441.07	\$127.00	
Scrap-Metal	10/28/15	194770	13,980	6.99	6.24	1	\$60.000	\$127.00	\$374.47	\$127.00	
Scrap-Metal	11/4/15	195102	12,940	6.47	5.78	1	\$60.000	\$127.00	\$346.61	\$127.00	
Scrap-Metal	11/16/15	195789	12,480	6.24	5.57	1	\$70.000	\$127.00	\$390.00	\$127.00	
Scrap-Metal	11/25/15	196040	12,760	6.38	5.70	1	\$70.000	\$127.00	\$398.75	\$127.00	
Scrap-Metal	12/8/15	196711	12,300	6.15	5.49	1	\$70.000	\$127.00	\$384.38	\$127.00	
Scrap-Metal	12/16/15	197137	12,360	6.18	5.52	1	\$70.000	\$127.00	\$386.25	\$127.00	
Subtotals			345,720	172.86	154.34			\$3517.93	14,571.28	3,517.93	
Steel Cans-Loose	2/5/15	182159	4,720	2.36	2.11	1	\$80.000	\$132.63	\$168.57	\$132.63	
Steel Cans-Loose	3/18/15	183401	3,660	1.83	1.63	1	\$55.000	\$133.75	\$89.86	\$133.75	
Steel Cans-Loose	4/30/15	185276	4,720	2.36	2.11	1	\$55.000	\$131.50	\$115.89	\$131.50	
Steel Cans-Loose	6/26/15	187910	4,260	2.13	1.90	1	\$55.000	\$132.63	\$104.60	\$132.63	
Steel Cans-Loose	8/19/15	190997	3,760	1.88	1.68	1	\$55.000	\$131.50	\$92.32	\$131.50	
Steel Cans-Loose	10/28/15	194771	4,280	2.14	1.91	1	\$35.000	\$127.00	\$66.87	\$127.00	
Subtotals			25,400	12.70	11.34			\$789.01	638.11	789.01	
Tires	12/10/15	196336	100	0.05	0.04	10	\$1.750				\$17.50
Tires	12/10/15	196336	70	0.04	0.03	14	\$1.250				\$17.50
Subtotals			170	0.09	0.08						35.00
Tires-Fuel Surch.	7/16/15	188745				352	\$0.100				\$35.20
Subtotals											35.20
Tires-Passenger	7/16/15	188745	2,200	1.10	0.98	220	\$1.700				\$374.00
Tires-Passenger	12/10/15	196336				150	\$2.750				\$412.50

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Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program Revenue	Program Expenses	Net Revenue/Expenses
Subtotals			2,200	1.10	0.98					786.50	
Tires-Truck	12/10/15	196336	45	0.02	0.02	1	\$16.000			\$16.00	
Subtotals			45	0.02	0.02					16.00	
Vegetable Oil - Gallons	12/31/15	198394				24	\$0.000		\$0.00		
Vegetable Oil - Gallons	12/31/15	198460				81	\$0.000		\$0.00		
Subtotals									0.00		
Wood	1/8/15	181156	10,080	5.04	4.50	1	\$50.000			\$252.00	
Wood	2/3/15	182160	12,700	6.35	5.67	1	\$42.500			\$269.88	
Wood	3/10/15	183107	10,960	5.48	4.89	1	\$50.000			\$274.00	
Wood	3/30/15	183737	10,300	5.15	4.60	1	\$50.000			\$257.50	
Wood	4/10/15	184328	8,520	4.26	3.80	1	\$50.000			\$213.00	
Wood	4/22/15	184922	11,260	5.63	5.03	1	\$50.000			\$281.50	
Wood	4/28/15	185159	9,060	4.53	4.04	1	\$50.000			\$226.50	
Wood	5/5/15	185482	8,360	4.18	3.73	1	\$50.000			\$209.00	
Wood	5/12/15	185790	9,280	4.64	4.14	1	\$50.000			\$232.00	
Wood	6/1/15	187812	8,260	4.13	3.69	1	\$52.000			\$214.76	
Wood	6/12/15	187213	8,180	4.09	3.65	1	\$52.000			\$212.68	
Wood	6/22/15	187628	8,360	4.18	3.73	1	\$52.000			\$217.36	
Wood	7/2/15	188310	8,940	4.47	3.99	1	\$52.000			\$232.44	
Wood	7/13/15	188746	9,820	4.91	4.38	1	\$52.000			\$255.32	
Wood	7/24/15	189470	8,900	4.45	3.97	1	\$52.000			\$231.40	
Wood	7/31/15	190123	6,560	3.28	2.93	1	\$52.000			\$170.56	
Wood	8/10/15	190624	10,380	5.19	4.63	1	\$52.000			\$269.88	

Report provided by: Stacey

report date: 1/14/2016

1/14/2016



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Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program		Net Revenue/Expenses	
									Revenue	Expenses		
Wood	8/26/15	191376	9,020	4.51	4.03	1	\$52.000			\$234.52		
Wood	9/17/15	192447	11,740	5.87	5.24	1	\$52.000			\$305.24		
Wood	10/2/15	193514	9,340	4.67	4.17	1	\$52.000			\$242.84		
Wood	10/14/15	194153	8,240	4.12	3.68	1	\$52.000			\$214.24		
Wood	11/3/15	195120	10,520	5.26	4.70	1	\$52.000			\$273.52		
Wood	12/30/15	197722	10,580	5.29	4.72	1	\$52.000			\$275.08		
Subtotals			219,360	109.68	97.93					5,565.22		
Grand totals			1,288,469	644.23	575.21					\$38,630.43	\$35,590.45	▲\$3,039.98

Report provided by: Stacey

report date: 1/14/2016

Litchfield Police Department Annual Report 2015

Litchfield Residents

Honorable members of the Board of Selectmen

It is with pleasure that I submit for your perusal the 2015 Annual Report for the citizenry of Litchfield, New Hampshire.

Since I became the police chief in 2004 it has been a top goal of mine to have one of the most well trained police forces serving this community. We face not only public scrutiny but legal ramifications for our decisions, some of these decisions having to be made in a split second with no option to reflect or weigh the cause and effect. That is why our training must be precise and ingrained into our staff.

We focus our training in three parts, the first being “high liability” training, the second being “basic/advanced” proficiency and thirdly “career enhancement” training. We manage the high liability training with the entire department training annually to include firearms training, with several real life scenarios based on situations which include active shooter, low light shooting, shotgun, patrol rifle, taser, and pistol qualifications. Each police officer is also trained annually on the current use of force policies and laws. We also conduct legal update training in coordination with a domestic violence refresher.

The basic/advanced level of training is geared more towards basic crime scene, evidence collection, interviewing, and problem solving. These basic skills are what the public expects a police officer to be proficient in when handling a car accident or a home burglary.



The career development training is geared for the more advanced police officer, which includes forensic psychology, sex crimes investigations, undercover operations, drug investigations, advanced traffic crash investigations, leadership development and managing police discipline to name a few courses. I feel that the specialty training is what makes us a unique department and is a great personnel retention tool.

We have seen a great success with the use of the drug drop box which was donated to the police department by CVS. This year we collected over 130 pounds of pharmaceuticals which would have wound up in groundwater or left in medicine cabinets with the potential to be abused. If you have any unwanted drugs such as prescriptions, prescription patches, prescription medications, prescription ointments, over-the-counter medications, vitamins, samples, or pet medications, we can dispose of those items. We are unable to dispose of inhalers, aerosol cans, needles, or hydrogen peroxide.

I would like to share an incident that happened in Litchfield during our first snow storm of this winter. Officer Rachael Lang was on patrol in the area of Pilgrim Drive at 2:00am. While conducting her neighborhood patrols she noticed footprints in the snow going up a driveway and then coming down the driveway. She saw this repeated

several times up and down several different driveways in the neighborhood. She then observed the footprints going up a driveway but not coming back down. Officer Lang got out of her cruiser to investigate. She then observed a subject hiding from her. She ordered the person to come out from hiding, this person then ran from the scene into a swampy area. Officer Lang was able to coordinate a perimeter. Other officers including a K-9 from Hudson police arrived. This also alerted neighbors who were informed of the person who was later found to have burglarized several motor vehicles. After a couple hours the search was called off. A phone call from a neighbor advising the subject had emerged from the woods brought swift police attention. Officer Lang again followed the footprints in the snow which disappeared next to a set of tire tracks. Officer Lang followed the tire tracks to a car that had the subject sitting in the front seat. The subject had a backpack with several stolen items not only from Litchfield but also from residents in Hudson. The actions of Officer Lang this night should give comfort to residents that our police officers are vigilant in protecting the residents from criminal activity. Her actions also reassured me as the chief that her attention to footprints in the snow could lead to nefarious acts. I would also like to thank the neighbor who called in the suspicious person. I have heard on so many occasions that residents did not call the police because they did not want to bother us. Please call us when you see something suspicious we would much rather prevent the criminal activity than see you or your neighbor become a victim.

The police department would not be what it is today without the continued support of the other town departments and their staff. I would like to personally thank the Selectmen's Office, Town Administrator, Fire Department, Road Agent, Town Clerk/Tax Collector, Litchfield Schools, and Code Enforcement for their support throughout the year. A special "thank you" to Selectman John Brunelle for all the volunteer hours he does at the police department keeping our IT department running smooth.

In closing, it is a pleasure to continue to serve in the community of Litchfield. The support of the residents and business owners towards the police department is much appreciated by all of us that protect and serve you. I would be remiss if I did not thank all of the staff at the police department for their dedication to the safety of the residents of Litchfield.

Respectfully,

Joseph E. O'Brion, Jr.



Report of the Captain 2015

This past year the police department enjoyed being at full staff for the first time in a long time. Our officers continually gain knowledge and experience over the years which help in handling some very difficult situations. The training that the officers receive compliments both their professional development and the needs of the department. Street Survival, Crime Scene Processing, and Interview and Interrogation classes are just some of the technical courses individual officers attended. The department always covers the high liability areas such as domestic violence and Use of Force which all officers must attend. We also train each year with the department issued weapons for qualifications and familiarization. This training is sometimes conducted in low light situations so officers can shoot in the dark if necessary.

The officers are certified in CPR and also train with the defibrillators. These defibrillators were donated generously by a local resident, David Pflaum, years ago and we have used them on numerous occasions. Thank you once again, Mr. Pflaum. The police officers are often the first ones to arrive at a medical emergency, and having this valuable device available to us is worth its weight in gold.

Supervision over the 2nd shifts is handled by Sgt. Timothy O'Donaghue and Sgt. Benjamin Sargent. The supervisors will inspect, evaluate, and counsel the officers in their span of control. Advanced supervisors courses are attended to give insight on best practices used in this profession. Officers work product is reviewed for accuracy and also compliance with department policy and procedure. Both sergeants are an integral part of the organization.

The Ford explorers are working out well as front line patrol vehicles. The utility vehicle allows the officers more space to carry the necessary equipment and safely transport people. The digital audio/video equipment inside each patrol unit is an asset and often relied on when cases go to trial. Over the past few years the Ford explorers have also proven to be more dependable in the snow versus the rear wheel drive cruisers in the past.

The department relies heavily on technology, and it is getting more and more advanced. Thankfully, John Brunelle handles all of our IT problems, and when a camera or computer in the network doesn't function properly he usually can get it back up and running in no time. The updating and upgrades that happen in the background go on seamlessly, and the department is grateful for that.

With the community, schools, and police department working together we can continue to find solutions to the problems we face. Litchfield continues to be a great community to be a part of.

LITCHFIELD POLICE DEPARTMENT

(continued)

2015 OFFENSE LOG STATISTICS

	2014	2015		2014	2015
Arrests			Issuing Bad Checks	7	5
Adult	90	73	Loitering	1	30
Juvenile	25	12	Lost Property	0	6
Protective Custody	10	2	Medical Emergency	85	107
Abandoned 911 Calls	29	21	Missing Person	3	1
Alarms	143	187	Neighbor Dispute	1	2
Alcohol, Prohibited Sales	2	0	Noise Complaint	23	40
Alcohol, Unlawful Possession	6	6	Obstructing Report of a Crime	2	3
Animal Involved Incidents	19	43	Open Door/Unsecured Building	0	7
Arson	0	0	Paperwork Service	241	287
Assaults (All)	35	35	Pawn Shop Sales	57	44
Attempted Suicide	1	4	Pistol Permit Application	208	184
Bench Warrant	2	27	Police Information	97	89
Burglary	19	12	Police Service	36	91
Burglary, Attempt to Commit	1	1	Pornography, Child	2	1
Bylaws as to Non Attendance, School	0	0	Receiving Stolen Property	2	3
Civil Standby	44	28	Recovered Property	1	4
Computer Related Crime	1	2	Resisting Arrest	3	5
Criminal Mischief	48	31	Robbery	0	0
Criminal Threatening	13	11	Robbery, Armed	1	0
Criminal Trespass	20	12	Robbery, Armed, Conspiracy to Commit	0	0
DWI (ALL)	25	31	Runaways	0	2
Default/Breach of Bail Conditions	2	3	Sex Offenders, Registration of	13	11
Department Assist	1	5	Shoplifting	0	0
Destruction/Vandalism	48	33	Shots Fired	0	1
Detaining Books, Overdue Matter	0	3	Stalking	13	7
Dog Control/Running at Large	11	13	Suicide	1	1
Dog a Menace, Nuisance/Vicious	4	13	Suspicious Activity	108	82
Dog, License Required	1	13	Suspicious Persons	49	55
Domestic Disturbance	17	24	Suspicious Vehicles	114	160
Drug Law Violation	31	25	Theft	32	15
False Information	3	1	Theft by Deception	8	10
False Report to Law Enforcement	3	1	Theft from a Motor Vehicle	15	10
Felon/Possession of Dangerous Weapon	0	0	Theft of a Motor Vehicle	2	2
Fire	4	4	Tobacco Violations	6	0
Fire Code Violations	0	0	Town Ordinance Violations	1	2
Fireworks, Display of	0	0	Truancy	0	0
Fireworks, Possession of	0	4	Unlawful Activities (Littering)	1	1
Forgery	0	0	Unruly Juvenile	3	4
Found Property	12	16	Untimely Death	4	5
Fraud, Attempt to Commit	1	2	Unwanted Person	1	5
Fraudulent Use of Credit Card	4	3	Vehicle Repossession	0	2
Harassment	19	15	Violation of Protective Order	6	0
Hindering Apprehension	1	1	Welfare Check	165	82
Identity Fraud	11	10	Wire Fraud, Attempt to Commit	0	3
Involuntary Emergency Admission	2	1	Business Checks	11,605	13,978
			*New Data Total Calls Handled	22,268	

25,419

ANIMAL CONTROL

Litchfield Residents:

This report summarizes the activities of the Litchfield Animal Control Department, for Calendar year 2015.

A few reminders for dog owners:

1. All dogs must be Licensed by April 30th of each year
2. All dogs must have an updated rabies vaccination
3. All dogs must be secured at all times
4. Dogs are not allowed to bark more than 30 minutes during the day or at all during the evening hours.
5. Dog Licenses are available at the Town Clerks office starting in January 2016

If you have any questions on these, or any other animal related questions, please contact the Animal Control Officer 424-4047.

Respectfully Submitted,

Gerry Pilon

Litchfield Police
Animal Control Officer



	<u>2014</u>	<u>2015</u>
WARNINGS		
Unlicensed Dog	10	23
Dogs Running At Large	40	58
Nuisance	14	26
Menace	0	0
Vicious	0	1
No Tags	2	7
Rabies Vaccination	2	0
Total	66	119

WILD ANIMAL CALLS

Bat	9	10
Bear	12	16
Beaver	1	1
Bird	8	7
Coyote	13	8
Deer	36	33
Fisher	6	3
Fox	14	13
Goose	0	1
Horse	7	11
Opossum	5	3
Porcupine	1	0
Rabbit	0	1
Raccoon	11	13
Skunk	12	11
Snake	1	0
Squirrel	4	0
Turkey	1	0
Woodchuck	12	11
Other	2	6
Animals tested for Rabies	0	0
Birds tested for West Nile	0	0
Trap Set for Wild Animal	0	0

Disposal of Wild Animal	13	0
Total	155	148
OTHER CALLS FOR SERVICE	<u>2014</u>	<u>2015</u>
Calls about Cats	19	19
Cat Bites or Scratches	2	0
Cats Hit By Motor Vehicle	0	0
Feral Cats	2	2
Dog Bites	5	10
Dogs Hit By Motor Vehicle	0	1
Dogs Left In Motor Vehicle	0	1
Dogs to another shelter	0	0
Dogs Picked Up	31	54
Dogs Brought To Kennel	17	35
Total	76	122

LICENSED DOGS	1,725	1,766
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TELEPHONE

In Station	106	151
Out Station	90	120
In Home	56	57
Out Home	55	50
Total	307	378

HOURS WORKED

In Town	519	516
At Home	376	325
At Kennel	29	31
Training	12	16
Total	936	888

VEHICLE

Mileage	3,784	3,297
Cost For Gas	\$2,298.00	\$1,826.00

	2014	Revenue	2015	Revenue
Civil Summons				
Unlicensed Dog	61	\$1,525.00	59	\$1,475.00
Dogs Running At Large	4	\$100.00	12	\$300.00
Menace	0		1	\$50.00
Vicious	1	\$100.00	4	\$400.00
No Tags	0		0	
Kennel Fees	5	\$180.00	0	
To Appear In Court	0		1	
Service Fee	<u>52</u>	<u>\$260.00</u>	<u>50</u>	<u>\$250.00</u>
Total	123	\$2,165.00	127	\$2,475.00



Litchfield Fire – Rescue

257 Charles Bancroft Highway, Litchfield, NH 03052

2015 Fire Department Report

2015 was a year of change for the department. Several of our veteran personnel retired. In April, Deputy Chief Paul Allard retired after eighteen years. In May, Captain Michael Croteau retired after twenty eight years. Firefighter Norm Pinard retired in December with thirty one years of service. We thank them for their commitment, dedication and years of service to the department and community



Deputy Chief Paul Allard



Captain Mike Croteau



FF Norm Pinard

With these retirements, came the promotion of Firefighter Brian Schofield to the rank of lieutenant. Lt. Schofield has ten years of experience with the department and holds many certifications in the field including Fire Officer. He assumed command of Company One and also chairs the departments training committee



Lt. Brian Schofield

With the community's support of the warrant article to upgrade the forestry, we purchased a used 2004 Ford F-550. We sent the truck out and had a flatbed body installed. The equipment was transferred from the previous truck and outfitted with all the necessary equipment by in-house staff. This measure kept the overall cost down and produced a very well designed forestry for the department

The other major change for the organization this year was the replacement of our SCBA's (Self Contained Breathing Apparatus). These are the air tanks that firefighters wear on their back to allow us to work in dangerous atmospheres. SCBA's are used during incidents when the atmosphere is hazardous or could cause damage to the

respiratory system. Despite two attempts at federal grants to help offset the cost, the purchase was made with the support of the community and funds from the unallocated fund balance. The department's fifteen year old SCBA's were replaced with the most current state of the art technology and safety features available. Some of the features include a display in the face piece that tells a firefighter how much air they have left in the tank, the ability to connect with another firefighter if they run low on air, as well as many other features. The department chose the same manufacturer as our surrounding communities so we now have interoperability when working side by side with our neighbors.

Like our self contained breathing apparatus, the capital improvement analysis also identified the need to address apparatus replacement, fire station space and modernization needs. While Litchfield's apparatus continues to be in good shape, the cost of maintenance increases each year as the vehicles age. A comprehensive replacement program needs to be established to ensure that apparatus is replaced in a timely and fiscally prudent manner. However, the space needs of the station make this replacement program a challenge as newer apparatus are larger and take up more space. Further, the current doors on the fire station limit apparatus to fewer than twelve feet in height.

The Department Primary Vehicle's and ages

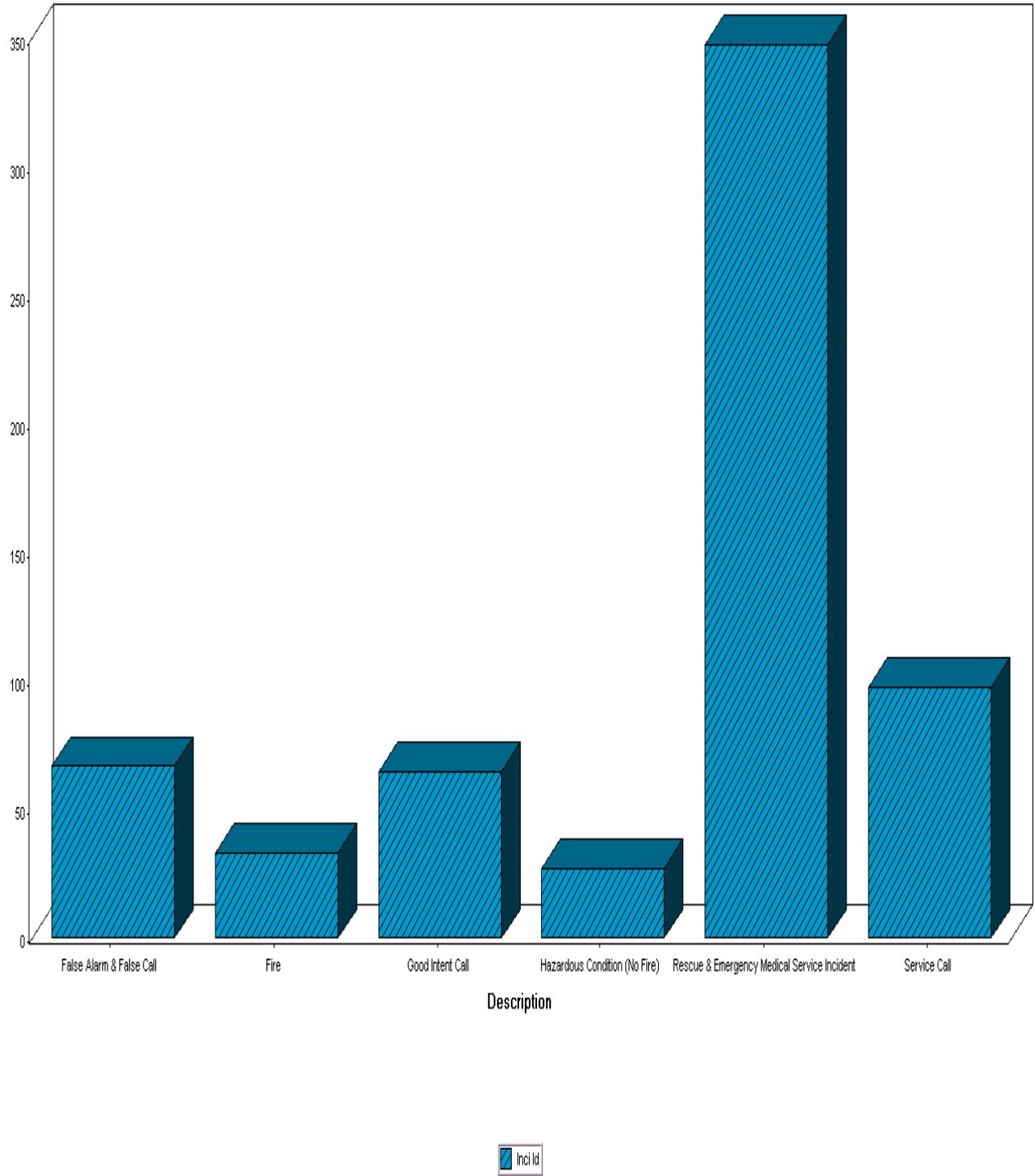
Vehicle	Year of Mfg.	Age
Engine 1	2003	13
Engine 2	1996	20
Engine 4	2001	15
Tanker 3	1992	24
Forestry 1	2004	12
Forestry 2	1976	40
Rescue 1	1998	18
Car 1	2007	9

In anticipation of the need to replace fire apparatus, the Board of Selectmen approved the use of impact fee funds to evaluate the current fire station and the ability to handle new, larger apparatus. This analysis will evaluate the condition and capabilities of the current station and the potential to modify the building to add the needed space. We anticipate the report in early 2016 and hope that they community will support the needed improvements and changes.

Training is always a major component of the year. In 2015, personnel logged 1525 hours of training both within the department as part of our monthly training program, as well as attending programs at the NH Fire Academy and other outside agencies. All while responding to both emergency and non emergency incidents, providing first aid, CPR training for community organizations, and offering car seat installation inspections.

The department responded to a total of 593 emergency requests for service in 2015. Once again, medical calls attributed the largest percentage of our calls. The year's calls are broken down by incident.

Incident Type Summary (Modified)
Alarm Date Between {01/01/2015} And {11/30/2016}



Here is a historical look at annual requests for service since 1985:

Year	Incident Total	Year	Incident Total
1985	198	2001	449
1986	212	2002	513
1987	265	2003	488
1988	233	2004	556
1989	245	2005	620
1990	266	2006	707
1991	283	2007	823
1992	300	2008	913 (2 wk ice storm)
1993	278	2009	721
1994	337	2010	778
1995	333	2011	786
1996	???	2012	564
1997	380	2013	520
1998	401	2014	684
1999	376	2015	593
2000	456		

I will once again close this report by extending my heartfelt thanks and appreciation to the members of the department current and retired, for their ongoing commitment and dedication to the community. I am honored to lead such a great group of dedicated firefighters who selflessly give of themselves to protect the community 24 hours a day, 7 days a week, and 365 days a year.

We are always looking for individuals interested in serving their community. No experience required, all you need is the commitment and dedication, we will provide everything else. Come join the Litchfield Fire family!

We would also like to thank you, the residents for your continued support of **your** fire department!

Yours in Safety,



Francis X. Fraitzl, III, EFO, CFO
Fire Chief

SOUTHEASTERN NEW HAMPSHIRE HAZARDOUS MATERIALS DISTRICT

Annual Report of the Southeastern New Hampshire Hazardous Materials District

Bruce Breton
Selectman, Windham
Chairman, Board of Directors



Chief Thomas McPherson, Jr.
Windham Fire Department
Chairman, Operations
Committee

About the District:

The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering approximately 350 square miles with a population of over 175,000 people. The District was formed in 1993 to develop a regional approach for dealing with the increasing amounts of hazardous materials being used and transported within these communities. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC, consisting of representatives from local government, industry, and the general public, works with industry to insure their compliance with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The 2015 operating budget for the District was \$116,151.00. Additionally, in 2015 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$75,662.04. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. The Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community. It is the Board of Directors who approves the budget and any changes to the bylaws of the District. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administrative functions of the District, including grants management, financial management, and emergency planning.

District Facility

The District maintains a facility in Windham that provides space to house two response trucks, technician trailer, and operations trailer, as well as provide office and meeting space for the REPC Director. In addition, the District is able to utilize the facility for monthly training for the Emergency Response Team.

The Emergency Response Team:

The District operates a Technical Emergency Response Team. This Response Team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The Team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the Team primarily prepares for response to unplanned accidental chemical releases it is also

equipped and trained to deal with a variety of Weapons of Mass Destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Emergency Response Team is made up of 31 members drawn from the ranks of the fire departments within the District. The Team consists of 6 Technician Team Leaders, 17 Hazardous Materials Technicians, 3 Communication Specialists, 1 Information Technology Specialist and 2 Support Specialists. In addition to these personnel, the team also includes an industrial chemist from a local industry and a local police officer.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately \$1,000,000. The vehicles consist of a Mobile Command Support Unit, two Response Trucks, three Spill Trailers, a Technician Trailer, an Operations/Spill Trailer and a Firefighting Foam Trailer.

This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The two Response Trucks along with the Technician and Operations Trailers are housed in our Windham facility, while spill trailers are located in Derry, Hooksett and Plaistow, allowing for rapid deployment. The Command Support Unit is housed at Londonderry Fire and the Foam Trailer is housed by Salem Fire. Activation of the team is made by the request of the local Incident Commander through the Derry Fire Department Dispatch Center.

Response Team Training

In 2015 the Emergency Response Team completed 1020 hours of training consisting of monthly training drills and specialized classes attended by team members. These specialized classes included Computer Aided Management of Emergency Operations (CAMEO), Chemical Protective Clothing Testing and Maintenance, Emergency Incident Rehabilitation, and Advanced Air Monitoring.

The Team also provided 33 hours of instruction to member fire departments, in various subjects, including use of the Emergency Response Guidebook, basic spill control and containment, air monitoring and response to suspicious/unknown packages or substances.

Emergency Responses

In 2015 the Team responded to 23 incidents. These included, an ammonia gas leak, assisting local fire departments with advanced air monitoring, spill trailer responses for hydrocarbon fuel spills, assisting the local police departments with identifying unknown substances, as well as requests for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident. In December the Team also responded mutual aid with specialized detection equipment to assist the Keene Fire Department with a large propane gas emergency.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at www.senhazmat.org

PLANNING BOARD 2015

The Litchfield Planning Board is made up of volunteers. Town residents who are appointed by the Board of Selectmen to serve Litchfield in guiding and making recommendations related to the development of the town. The board meets on the 1st and 3rd Tuesday each month. The board is supported by the Nashua Regional Planning Commission (NRPC) to guide the board in drafting and implementing local land use laws and monitoring State and Federal laws impacting the town.

In 2015 the Litchfield Planning Board reviewed the following applications.

Subdivision and Site plan Application for Mel's Haunted Hayride to be open September to mid-November.

Subdivision Application for Map 18 lot 63: The board approved an application to subdivide one lot (Map 18 lot 63) into two lots (lots 63 at 12.16 acres and 63-2 at 1.5 acres)

Over the last year the Planning Board has been involved in several projects. The board is reviewing the Master Plan, This year we started with the Executive Summary; Chapter 1: introduction, Goals and Objectives; and Chapter 8: Land Use.

The board amended the Bylaws to ensure consistency with the Site Plan Review and Subdivision Regulations and require all applications be submitted 21 days before the scheduled hearing date.

To aid applicants in providing complete and quality submissions, the Board revised Appendix I Conditional Use Permit as well as adopting a new Appendix K- Waiver Request.

The Board worked on several draft zoning amendments to be presented at the 2016 Town meeting. Amendments were prepared for the Sign Ordinance to comply with the Reed v. Town of Gilbert, US Supreme Court Decision. Two housekeeping amendments were proposed to the Ordinance's definitions and to correct the Aquifer Map source citation. The Board also worked on reconfiguring the presentation of various dimensional standards into a single table. Lastly, changes were proposed to the residential district setback requirements.

The Board began the process to identify design features and characteristics to set multi-family design guidelines that will be integrated into the existing Site Plan Review Regulations in 2016.

Respectfully submitted,

Thomas Young, Chairman
Michael Caprioglio, Vice-Chairman
Matthew Shoemaker, Clerk
Steve Perry, Selectmen's Rep.
Michael Croteau
Russell Blanchette
Jason Guerrette
Paul Charland, Alternate

TITLE LXIV PLANNING AND ZONING

CHAPTER 674

LOCAL LAND USE PLANNING AND REGULATORY POWERS

Regulation of Subdivision of Land

Section 674:39-aa

674:39-aa Restoration of Involuntarily Merged Lots. –

I. In this section:

(a) "Involuntary merger" and "involuntarily merged" mean lots merged by municipal action for zoning, assessing, or taxation purposes without the consent of the owner.

(b) "Owner" means the person or entity that holds legal title to the lots in question, even if such person or entity did not hold legal title at the time of the involuntary merger.

(c) "Voluntary merger" and "voluntarily merged" mean a merger under RSA 674:39-a, or any overt action or conduct that indicates an owner regarded said lots as merged such as, but not limited to, abandoning a lot line.

II. Lots or parcels that were involuntarily merged prior to September 18, 2010 by a city, town, county, village district, or any other municipality, shall at the request of the owner, be restored to their premerger status and all zoning and tax maps shall be updated to identify the premerger boundaries of said lots or parcels as recorded at the appropriate registry of deeds, provided:

(a) The request is submitted to the governing body prior to December 31, 2016.

(b) No owner in the chain of title voluntarily merged his or her lots. If any owner in the chain of title voluntarily merged his or her lots, then all subsequent owners shall be estopped from requesting restoration. The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots.

III. All decisions of the governing body may be appealed in accordance with the provisions of RSA 676.

IV. Any municipality may adopt local ordinances, including ordinances enacted prior to the effective date of this section, to restore previously merged properties that are less restrictive than the provisions in paragraph I and II.

V. The restoration of the lots to their premerger status shall not be deemed to cure any non-conformity with existing local land use ordinances.

VI. Municipalities shall post a notice informing residents that any involuntarily merged lots may be restored to premerger status upon the owner's request. Such notice shall be posted in a public place no later than January 1, 2012 and shall remain posted through December 31, 2016. Each municipality shall also publish the same or similar notice in its 2011 through 2015 annual reports.

Source. 2011, 206:4, eff. July 24, 2011.

Recreation Commission Annual Report for 2015

The Litchfield Recreation Commission (LRC) was established by the Town in 2000, pursuant to State law RSA 35-B. The LRC provides leadership for the Town's Parks and Recreation Department. Unlike most towns in the local metropolitan area, Litchfield has no professional parks and recreation director or administrative staff, so all of the efforts in running this department and carrying out recreational programs are accomplished by volunteers, local organizations, and contractors.

The LRC is composed of seven full members (one of which is a Selectman ex-officio appointment) and four alternates. At the start of 2015, the LRC was comprised of six full members. John Brunelle joined us as the Selectman ex-officio. John Bryant continued as the Chairman of the Commission, with Andy Collins continuing as Vice-Chair. We currently have 4 alternate positions available. Our current schedule for meetings is the 2nd and 4th Tuesdays of each month at 7:30pm at Town Hall.

Mr. Ben Arria continued as Custodian/Groundskeeper on a part-time basis for a total of 10 hours per week. He was the only person employed by the Parks and Recreation department in 2015. The Commission publicly thanks Ben for his dedication and service again this year. He continues to keep Talent Hall and the various parks in good repair and cleanliness, including restocking supplies, removing ice and snow around Talent Hall, making numerous minor repairs, and repainting walls. He continues to give of his time beyond his scheduled hours to assist us in various programs throughout the year. Thank you Ben!

Fields, Facilities, and Partnerships

The LRC interacted with Town schools, civic organizations, and local sports leagues to cooperatively provide recreational opportunities. The LRC acts as an approval and scheduling authority for field and facility requests, sets rules for proper usage and access, and provides for maintenance of fields and facilities. Those facilities under the LRC's jurisdiction in 2015 were the same as in past years.

- Roy Memorial Park (2 Woodhawk Way), including Talent Hall and all park grounds including the new pavillion
- Scott F. Innes Sr. Field, formerly known as "Brickyard Field" (Brickyard Drive)
- Corning Road baseball fields (Brook Road)
- Jeff Lane baseball fields
- Public tennis courts (Albuquerque Avenue)
- Litchfield Park at Sawmill Brook

It should be noted that the LRC only has authority over Town-owned recreational properties and facilities. It does not have authority or responsibility for those owned by the School District, Conservation Commission, privately-owned properties, and Darrah Pond proper (the water body itself, which by State law is the property of the State of New Hampshire).

To provide and maintain fields and facilities, the LRC relies on contracted services for field mowing and maintenance, landscaping, major repairs, and professional services such as inspections. Other paid services include trash removal, chemical toilets, and utilities for electricity, water, and propane.

A significant amount of volunteer efforts and in-kind contributions were and continue to be made by many individuals and organizations, helping to offset costs while improving facilities and quality of life here in Litchfield. Those listed below are some of the local organizations that LRC interacted with this year, demonstrating some of the recreational opportunities and benefits provided to the Town through these partnerships (in alphabetical order):

- Bootcamp at Darrah Pond
- Litchfield Arsenal Travel Baseball Team
- Litchfield Baseball Association
- Litchfield Blast Travel Softball Teams
- Litchfield Girl Scouts
- Litchfield Girls Softball League
- Litchfield Lions Club
- Litchfield School District
- Litchfield Pickleball Association
- Litchfield Playgroup
- Litchfield Recreational Basketball League
- Litchfield Seniors Group
- Litchfield Youth Lacrosse League
- Litchfield Youth Soccer Association
- Litchfield Youth Wrestling

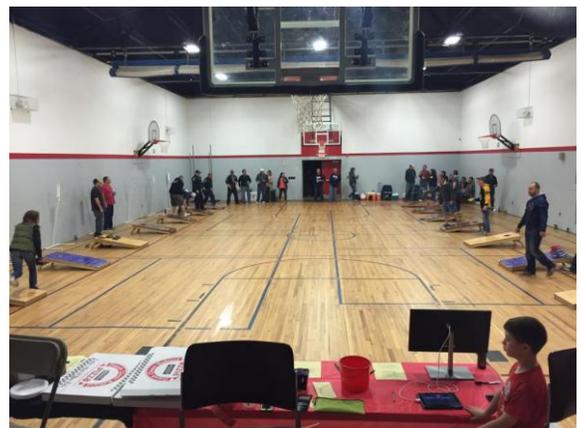
The above organizations provided a mix of recreational events and services during the year:

- Youth sports instruction and clinics
- Youth sport games and tournaments
- Adult recreational activities
- Adult fitness program
- Senior citizen recreational activities
- Family-fun days
- Entertainment events such as comedy nights, talent shows, and concerts
- Civic events such as fundraisers, cancer and hunger walks
- Scholarships to graduating CHS seniors

LRC Projects in 2015

We held our 3rd annual Litchfield WinterFest at Darrah Park in February of 2015. An estimated 600+ residents took part in the various activities despite the wind, epic snow and frigid temperatures. The event began on a Friday night with parents night out and a very popular Wildlife Encounters presentation and Dance Party for the kids at Talent Hall and continued with events on Saturday including sled dog rides, kids snowmobile rides, chili cook off, silent auction and a bake sale. There was also the annual 5K run and 2K kid run. Other events included a cornhole tournament, pancake breakfast on Sunday morning, archery, ice fishing and snowshoeing. Special thanks to Commissioners Keith Buxton and Colleen Gamache for taking the lead and recruiting a great group of community volunteers to make this event happen. So many community residents work very hard for countless hours on this event and we can't thank them enough!

A group of volunteers again built a skating rink at Darrah which was open for public skating. Families, individuals and groups wishing to play hockey all used the rink. We received many positive comments from residents who appreciated an in-town



skating area.

Litchfield's 3rd Annual Turkey Bowl was held on Thanksgiving Day in 2015, with cooperation from the weather this year. We had a great turnout again this year, with over 100 people playing in the 2 games – a kid's game and an adult's game. The North side was victorious for the 2nd consecutive year but there were great plays made by both teams. No doubt the South Side will be looking for the win in 2016 to even the score! We also collected several boxes of food donations for the Litchfield Food Pantry – thank you to all who helped make this event successful and fun!

Cornhole fundraiser tournaments were held again in 2015. Very generous donations were made to the Litchfield Food Pantry and also to Toys for Tots.

Our Seniors Group continued to be very active in 2015. The group meets on a regular basis for luncheons, entertainers, speakers and many other activities. This group is led by Betty Darling and Pat Jewett.

The Litchfield Playgroup continues to meet weekly at Talent Hall. They held their 4th annual Easter Egg Hunt, although it was held inside due to the large amount of snow still on the ground. The group can be found on Facebook for additional information.

The Litchfield Pickleball Association continues to grow rapidly. They also contribute funds on a regular basis, so that the Recreation Commission can help to fund events such as the Easter egg hunt.

The Commission is always interested in hearing of other activities that residents have an interest in. Please contact us with ideas or suggestions or to offer to help with our programs. You can reach us by email at rc@litchfieldnh.gov or on Facebook. You can also visit our website at www.litchfieldrec.com

In closing, it is the Litchfield Recreation Commission's mission to promote and increase recreational opportunities in our Town; to keep our Towns' recreational facilities open, safe, and cost-efficient within available funding; and manage to the best of our abilities the Town's available resources for parks and recreational purposes. We encourage any residents interested in improving Litchfield's recreational services to consider joining the Recreation Commission (contact Town Hall for further information).

--Submitted by the 2015 Litchfield Recreation Commission:

John Bryant, Chairman, Andy Collins, Vice-Chairman
Sandy Vance, Secretary, Jess Philbrick, Member
Keith Buxton, Member
Colleen Gamache, Member
John Brunelle, Selectman ex officio



MOSQUITO CONTROL DISTRICT 2015 Annual Report

2015 was a quiet year for the Litchfield Mosquito Control District due to the record amounts of snow and dry drought conditions in the summer and early fall. This year results were as follows for the State of New Hampshire:

- 1 animal tested positive for EEE in Holderness, NH
- 2 Mosquito batches tested positive for EEE in Newton and Candia, NH
- 3 Mosquito batches tested positive for WNV in Manchester, Keene and Kingston, NH.
- 0 Human cases recorded in N.H.

The Litchfield Mosquito Control District purchased a Bat Box for conservation and mosquito control which will be installed in the spring. The District continues to work closely with the Health Officer, Conservation Commission and the Recreation Commission to try and prevent mosquito borne illnesses in the Town of Litchfield. We also for the second year received free flyers from the State of New Hampshire on mosquito prevention that were distributed to area businesses and churches in the Town. We will continue to provide with our vendor the best service possible to the residents of Litchfield. With your help we hope to have another successful mosquito season.

Respectfully Submitted by the members of the Litchfield Mosquito Control District.

Chairman MR. John Latsha
Acting Vice Chairman, Mr. Alfred Raccio



AARON CUTLER MEMORIAL LIBRARY DIRECTOR'S REPORT

The mission of the Aaron Cutler Memorial Library is to offer the community resources, programs, and services, in a pleasant and welcoming environment, to provide learning support for elementary, middle and high school students; satisfying recreational experiences for all ages; and opportunity for personal growth and development. To this end, the library provided patrons of all ages with:

- many avenues, both in-house and online, to gather the supplemental information needed to complete assignments;
- high demand best selling fiction, non-fiction and movies;
- pleasure reading to promote lifelong learning;
- the opportunity to study a variety of subjects for personal edification; and
- a variety of programs and events to engage the mind, entertain, and spark creativity.

Library Use

Borrowed 34,433 library items

Counted 20,127 visits to the library

Hosted 4,653 patrons at 282 library programs

Added 233 new patrons

Library Resources

In-House Resources

- The library held 16,527 materials in a variety of formats including: print, audiobooks, magazines, newspapers, movies and computer programs.
- 1,125 new materials were cataloged and added to the collection. 1,097 of these items were purchased; 52 items were donated.
- 684 out-of-date, lost, damaged, and non-circulating materials were withdrawn.
- Internet ready computers equipped with Microsoft Word, Excel and PowerPoint were provided for use, and an Early Literacy Station, equipped with 50 educational software programs for children ages 2 through 10, was available in the Young Readers' Room.
- Wi-Fi was available during business hours inside the library, and 24/7 outside on the library grounds.
- A telescope, donated by the NH Astronomical Society for patron use.

Online Resources

- **New Hampshire Downloadable Book Consortium**
 - Library patrons had free access to: 40 magazines, 7,470 downloadable audiobook titles in MP3 Overdrive Listen formats 18,305 eBooks titles in the ePub, Open ePub, Kindle, OverDrive Read and PDF formats.
 - A complete list of compatible devices and detailed instructions for using these free downloadable resources is available through the library website.
- **NHewLink Databases**
 - Library patrons had access to thousands of magazine, journal, newspaper, encyclopedia and other sources, through subscription services provided by the library. These 21 database resources provided homework and research help, as well as recreational reading, in a wide variety of popular and academic subjects. A complete listing of these resources is available on the library's website.

- Patrons enjoyed the online newsstand, choosing from over 1,700 titles available each month through MasterFile Premier, including such popular titles as Consumer Report's, People, Newsweek, PC World and Money.
- Patron's received online reader's advice from NovelList Plus, a service that provides recommendations on over 100,000 fiction and non-fiction titles, series info, read-alikes, book award lists, and much more.
- Library patrons searched Encyclopedia Britannica, Compton's Encyclopedia, and the Elementary Encyclopedia for a wide variety of information needs from the comfort of their own homes.
- KOHA Integrated Library System allowed patrons to place holds, renew items, create reading lists, comment and rate what they've read, receive email reminders of items coming due, etc.
- **Interlibrary Resources**
 - Litchfield residents had access to materials around the state through the Interlibrary Loan program, in which 1,634 requested items were delivered to the library for pick-up, some of which were loaned several times.
 - Members of several private book clubs in Litchfield were provided with multiple copies of their chosen title each month.



Library Programming

- **Highlights from the Adult Services Department:**
 - All Booked Up, a book discussion group, on the 1st Wednesday of the month at 6:30 p.m.
 - A second session of All Booked Up was added to the 1st Friday of the month at 1:00 p.m.
 - Book of the Month Club, with a monthly featured title.
 - Escape the Ordinary, a 6-week summer reading club that included reading, activities and prizes, featuring a concert on the lawn by the 39th Army Band NH Nat. Guard and a talk by Michael Tougias, author of *The Finest Hours*.
 - In Stitches, a drop-in knitting group, on the 1st,, 3rd and 5th Thursdays of the month from 10:00-12:00.
 - Unraveled, a drop-in knitting group, on the 2nd and 4th Thursdays of the month from 6:00-8:00.
 - Monthly programs such as author Randy Pierce, Comics in World History, the Eastern Coyote in NE, Spirits of the Granite State, and a coffee house with harpist DeLuna.
- **Highlights from the Tween and Teen Services Department:**
 - Page Turners, a book discussion group for tweens in grades 6-8, 2nd Thursday of the month at 2:30 p.m. Bus transportation from LMS is available.
 - Escape the Ordinary, a 6-week summer reading club for 6th-12th graders, including reading, crafts, activities and prizes, featuring Super Hero Sleuth Science and a Batman Then & Now movie night.
 - High School Role Playing Game Night, led by resident Connor Robinson, 1st and 3rd Thursday of the month from 6:00-8:00 p.m.
 - **NEW:** Tween & Teen Tabletop Game Night, led by resident Nick Ozmore, 3rd Wednesday of the month from 6:00-8:00 p.m.
- **Highlights from the Children's Services Department:**
 - Book Babies, a 20-minute lap-sit program for babies (newborn to 18 months) and their caregivers on Fridays at 10:30, featuring simple board books, rhymes and songs.
 - Tiny Tales, a lap-sit program for toddlers (18-35 months) and their caregivers on Fridays at 11:30, bridging Book Babies and Preschool Story Time.
 - Preschool Story Time on Tuesdays at 10:30 a.m. or Wednesdays at 12:30 p.m.
 - Pajama Story Time on the 1st Thursday of even numbered months at 6:30 p.m.

- Stuffed Animal Sleepover, a special Story Time for children and their stuffed animals. The children leave, and the animals stay for a night of amazing adventure documented in photos on our website.
- Make 'n Take Crafts each month.
- Book Bunch, a book discussion group for kids in grades 3-5, 3rd Wednesday of the month at 4:00 p.m.
- **NEW:** Kid's Tabletop Game Night, led by resident Nick Ozmore, 2nd Thursday of the month from 6:00-8:00 p.m.
- Crafting at the town's Winterfest event during Parents Night Out.
- Every Hero Has a Story, a 6-week summer reading club for little ones under 36 months, including Story Time, Ninja Turtle Training, animals from the Bedford Animal Rescue League and dozens of short activities to complete and check-off.
- Every Hero Has a Story, a 6-week summer reading club for kids age 3-11, including reading, crafts, contests, performers, events and games, featuring Juggling Comedian Bryson Lang, Magic of Science "Super Sidekicks" training and Dogs on Duty with working dogs.
- Library Card Sign-Up Month for 1st graders at GMS.
- 5 sessions of The Polar Express Event, the story brought to life with costumed characters, music, hot cocoa and a visit from Santa Claus, co-sponsored by the Litchfield Lion's Club.

Other Services

The library provided photocopying, faxing, tutoring space and test proctoring to residents, as well as hosted 4 Campbell High School sophomore projects.

Community Support

The library relied on the support of the community for the extra touches that make the library a great place to visit. Special thanks go to: the Litchfield Garden Club for their continued provision of plantings and maintenance for our beautiful flower beds; the Friends of the Library for their annual 24/7 Book Sale on the porch, as well as the ongoing sale indoors, that puts gently used books into the hands of the community, the Annual Holiday Gingerbread Contest, and their donations of activity passes to the SEE Science Center (Manchester), New England Aquarium (Boston) & Squam Lakes Science Center (Holderness), summer reading funds and prizes, etc.; the 60 individuals who provided the library with a helping hand when it was needed; the 40 neighboring businesses that supported our 3 summer reading clubs through donations of prizes and funding; the 9 local groups and professionals who donated their time and expertise to library programs; and the individuals who provided the library with activity passes to the Currier Museum of Art (Manchester), the Millyard Museum (Manchester) and funds for other needs.

Return on Taxpayer Investment

Weighing taxpayer investment (\$202,689) against the cost for patrons to purchase the materials and services provided to them by the library in 2015 (\$578,341), taxpayers enjoyed a return on investment of \$375,652 or 185%. (Based on Public Library Value Calculator)

An Open Invitation

If you have not been using library services, please pay us a visit. Aside from being a beautiful building, the library is a bright, cheerful space filled with current information and materials, staffed by friendly people who are all too happy to help you find the content you need in-house, across the state or in cyberspace.

Respectfully submitted by Vicki Varick, Director



DEPARTMENT OF BUILDING SAFETY/HEALTH

CODE ENFORCEMENT

The winter of 2015 was good for snow, but more importantly 2015 was the worst year of Ice Dams on roofs. There were huge ice dams and residents were busy shoveling their roofs just as much as their driveways. There was a lot of damage to decks, roofs and landscaping around the house by falling ice.

There were 15 new dwelling units for 2015. There is a demand for buildable lots, but the inventory in Litchfield is low. I do expect that in 2016 the lot inventory will increase.

The request for Accessory dwelling units has increased. The added allowable square feet of 800 sq.ft. has made it more practical to construct a livable addition for the extended family.

As for Commercial/Industrial construction a tax base of approximately 8,000 square feet of building area was built in 2015 which was all for storage. Litchfield's existing Zoning District does not allow any light manufacturer or light industrial use.

Solar panel installs have jumped up. In 2015 there have been 29 solar project installed on residential homes. Solar is becoming very popular and I expect more for 2016. There is one open question that I have been looking for answers: will solar panels be exempt from taxation and if so it will need to be voted by the Town. Will the electrical savings be greater than the assessment of the solar panels.

In closing, 2015 was a good year for generator installs, there has been an increase since the Thanksgiving Day power outages in 2014. 2016 has started with more backup generators being installed. I hope 2016 will be a good year. I enjoy working with all the residents.

Kevin Lynch
Code Enforcement/Building Official
Health Officer

Permits for 2015

<u>Types of Permits</u>	<u>Count</u>
Dwelling Units	15
Additions/Garages/Renovations	105
Demo	2
Swimming Pools	4
Mechanical	153
Electrical	160
Plumbing	29
Septic Test Pit/Leach Fields	8
Well	4
Solar Panels	29
<hr/> Total Permits Issued	<hr/> 509

Permit Fees Collected in 2015

\$39,832.12

Litchfield Zoning Board of Adjustment

The Litchfield Zoning Board of Adjustment (ZBA) has 5 members appointed by the Board of Selectmen. The Board meets at 7 P.M. on the second Wednesday of each month in the Town Hall meeting room to hear requests from applicants to appeal administrative decisions and requests to grant variances, special exceptions or equitable waivers.

Section 1: Membership and Assignments

There are currently 5 members and 3 alternates on the Board. The Chair, Vice-Chair, and Clerk positions are nominated by ZBA members each year in May.

- Laura Gandia was approved by the Board of Selectmen as ZBA Board member for another three year term.
- Thomas Cooney and Greg Lepine were approved by the Board of Selectmen as alternate ZBA Board members for another three year term.
- Laura Gandia was elected Vice Chairperson by the ZBA Board in May for another one year term.
- Richard Riley was elected Chairperson by the ZBA Board in May for another one year term.

Litchfield Zoning Board of Adjustment

		<u>Membership Start</u>	<u>Term Expiration</u>		<u>Years of Service</u>
			<u>Date</u>		
Members:	John Devereaux	2011	March	2016	13
	Laura Gandia - Vice Chairperson	2000	March	2018	16
	Albert Guilbeault	2005	March	2016	11
	John Regan	1998	March	2017	18
	Richard Riley Jr - Chairperson	2003	March	2016	13
Alternates:	Thomas Cooney	2007	March	2018	9
	Gregory Lepine	1990	March	2018	26
	Eric Cushing	2005	March	2017	11
	OPEN				
	OPEN				

Section 2: Case Load and Decisions

In 2015 the Board heard testimony and made decisions on one (1) new case.

Case #	Case Type	Case Description	ZBA Decision
2015-01	A variance from LZO §502.03; Setbacks.	The proposed addition to the home would be set back 40.7' from Morrill Street (ROW only, road not built) where a minimum of 50 ft. set back is required.	Approved

Section 3: Budget

- Refer to Town Report

I'd like to thank all the Board members and alternates for the time they spent this past year performing this important service for the town.

Respectfully submitted,

Richard Riley - Chairperson
Litchfield Zoning Board of Adjustment

CEMETERY TRUSTEES

During the year, a handbook (drafted by the Trustees and approved by the Pinecrest and Hillcrest Cemetery Associations) of rules and regulations for the three cemeteries in Litchfield was approved by the Town Attorney and is now available for distribution to interested persons.

The Town Attorney also approved a Right of Internet document that meets the internet statutes of the State of New Hampshire.

Three damaged gravestones in Hillcrest Cemetery were repaired this summer by Kai Nalenz of Gravestone Services of New England, located in Bedford, NH.

The annual Cemetery Spring cleaning, done prior to Memorial Day, was done by the NH prisoner work program. .

Dalmatian Landscaping of Litchfield did an excellent job mowing, cleaning and shrub pruning at all three cemeteries throughout the season.

Respectfully submitted by,

Jody L. Fraser
Litchfield Cemetery Trustee

NRPC 2015 ANNUAL REPORT OF SERVICES FOR THE TOWN OF LITCHFIELD

The NRPC provides comprehensive planning services for local land use, transportation, and environmental planning efforts, and delivers extensive mapping and data assistance utilizing the latest technologies. Membership in NRPC allows communities to access customized services by request as well as resources such as:

- **Transportation Planning:** Grant writing, custom traffic counts and data, transportation modeling, intersection analysis, road safety audits, road surface management, and parking studies.
- **Land Use Planning:** Customized land use board training and materials, draft ordinance and regulation review, special projects and research assistance, fact sheets, guidebooks and educational resources, master plan consultation, and project scoping.
- **Data and GIS Mapping:** Demographic data and analysis, mapping data and standard map sets, GIS community needs assessments, production of annual tax maps and online interactive apps.
- **Environment and Energy:** Group energy purchase for municipal and school facilities, consultation for local Energy Committees, MS4 Permit coordination, and household hazardous waste collections.

NRPC uses local dues to leverage grant funds and support the planning needs of local communities. The most recent NRPC budget was comprised of 72% federal funding, 15% local grants, 11% local dues and 1% from the State. Highlights of 2015's regional initiatives of benefit to all communities include:

- **Pipeline and Hazardous Materials Safety:** NRPC was successfully awarded a grant from the U.S. DOT to promote best practices regarding pipelines and land-use planning, to engage local fire/first responders, and to advance public and inter-organizational data exchange.
- **Modernization of the NRPC GIS Database:** NRPC has made a significant investment in upgrades to its GIS architecture. This multi-user environment will improve our data management, development, and QA workflows for parcels, buildings, roads, trails, conserved lands, and critical infrastructure.
- **Regional Pedestrian and Bicycle Plan:** The Plan lays out a vision for a more bicycle and pedestrian friendly region and was guided by a 21-member Work Group made up of local representatives and stakeholders.
- **Nashua Region Water Resiliency Planning Project:** With US EPA grant support NRPC has commenced a regional vulnerability assessment with a focus on community and water infrastructure resiliency in areas at risk for climate change impacts. Focus will be on the FEMA designated 100 and 500 year flood zones and other flood risk locations identified in each municipality's Hazard Mitigation Plan.
- **Ten Year Plan:** NRPC solicited new transportation projects eligible for federal aid funding for consideration in the State's 2017-2026 Plan. 32 projects were evaluated and ranked for submission to NHDOT.
- **Granite State Future:** NRPC concluded its coordination of Granite State Future, the statewide planning collaborative developed to support each of the nine RPCs in their efforts to prepare their regional plans. Final products include the Statewide Snapshot, several Statewide Research Studies, the nine Regional Plans, and essential Planning Metrics for local master plans. (www.granitestatefuture.org/our-plans/)

HIGHLIGHTED LITCHFIELD MEMBERSHIP BENEFITS	ESTIMATED VALUE
<p>ELECTRICITY SUPPLY AGGREGATION www.nashuarpc.org/energy-environmental-planning/energy-aggregation</p> <p>NRPC serves as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory. In 2015, Litchfield signed an 8-month contract with a competitive supplier as part of the aggregation.</p>	<p>Litchfield savings: \$6,992 (compared to the default utility rate)</p> <p>NRPC Staff Time: 140 hours</p>
<p>HOUSEHOLD HAZARDOUS WASTE COLLECTION www.nashuarpc.org/hhw</p> <p>NRPC staff conducts six HHW collections each year on behalf of the Nashua Region Solid Waste Management District (NRSWMD) to allow residents to properly dispose of hazardous products. Five of the events were located in Nashua and one was held in Milford. Residents of Litchfield could attend any of the six events. In 2015, a total of 1,696 households participated in the HHW collections District-wide.</p>	<p>NRPC Staff Time: 500 hours</p> <p>Litchfield households served: 59 (3.48% of total served)</p> <p>Single collection event cost savings to NRSWMD: \$16,000.</p>
<p>TAX MAPPING</p> <p>NRPC continues to provide tax mapping services to the Town. Each year NRPC incorporates updates and changes as recorded in the Hillsborough County Registry of Deeds and as reported by the town, makes any minor cartographic adjustments as needed, and provides hard copy and electronic pdf's for the Town's counter and website.</p>	<p>Estimated staff time: 40 hours</p>
<p>CUSTOM MAPS</p> <p>NRPC created several custom maps for Litchfield including a standard street map and custom town center maps for school use; a cistern service map, a resized standard street map, a map of town-owned lands, and mapping to support an LCHIP grant application.</p>	<p>Estimated staff time: 40 hours</p>
<p>ONLINE GIS www.mapgeo.com/nrpenh</p> <p>MapGeo, NRPC's award-winning Live Maps App, is a public-facing resource for property information in the region. NRPC's GIS database support both the Town's tax maps as well as this GIS parcel viewer with the same authoritative information.</p>	<p>Licensing fee: \$5,000/year NRPC staff time: 72 hours</p>
<p>DEVELOPMENT REVIEW AND PLANNING SERVICES</p> <p>Part of NRPC's comprehensive services is to offer direct local land use planning assistance. The Town of Litchfield utilizes contract planning services to directly assist the Planning Board. Services include assistance to applicants in submitting subdivision or site plan applications, written reviews of submissions to the Planning Board, attend hearings and work sessions to assist and answer questions, and support to the Board and Town staff in preparing notices, draft amendments and warrants for Town Meeting.</p>	<p>NRPC Staff Time: 278 hours Contract Amount: \$18,320</p>
<p>TRANSPORTATION PLANNING ADMINISTRATION</p> <p>NRPC maintained the region's Transportation Improvement Program (TIP) and Long Range Metropolitan Transportation Plan. These documents list multimodal projects over a 25-year planning horizon and serve as the source from which specific projects are identified, prioritized and selected for funding through the Ten Year Plan. This is a critical step to ensure federal highway transportation dollars are available to Litchfield and the rest of the region.</p>	<p>NRPC Staff Time: 200 hours</p>
<p>PROPOSED NED PIPELINE SERVICES www.nashuarpc.org/hot-projects/project-pipeline/</p>	<p>NRPC Staff Time: 250 hours</p>

NRPC convened an Energy Facilities Advisory Committee in response to the proposed Kinder Morgan pipeline project. The Committee met frequently and compiled primary source materials, hosted expert speakers, completed an environmental impact analysis related to the proposed route, and prepared three comment letters to FERC. NRPC staff created pipeline posters, extracted alignment sheets from the FERC filings, and forwarded information gathered on bi-weekly agency conference calls to affected communities.

Payments to NRPC

FY 16 Membership Dues:	\$6,310.00
Other Contractual Amounts:	\$18,320.00

REPRESENTATIVES FROM LITCHFIELD TO NRPC:

NRPC extends its heartfelt thanks to the citizens and staff of Litchfield who volunteer to support regional planning. The work of NRPC would not be possible without the support of the dedicated Commissioners and Advisory Committee members from Litchfield. Special thanks to:

- Commissioners:** Thomas Young, Michael Croteau
- Transportation Technical Advisory Committee:** Jack Pinciero
- Nashua Regional Solid Waste Management District:** David Mellen, Troy Brown
- Energy Facilities Advisory Committee:** Thomas Young

Respectfully Submitted,

Timothy Roache
Executive Director

STORM WATER MANAGEMENT PROGRAM

WHAT CAN YOU DO?

In order to protect and preserve our ecological resources, be sure to take the following preventive measures for:



Lawn/Yard Care

Excess fertilizers and pesticides applied to lawns and gardens wash off and pollute streams. Yard clippings and leaves can wash into storm drains and contribute nutrients and organic matter to streams.

- ✓ Don't over water your lawn, gardens, or other outdoor areas. Consider using a soaker hose instead of a sprinkler. Berm lawn and yard to prevent water run-off and encourage water absorption (infiltration).
- ✓ Preserve and plant trees and shrubs to help keep soil in place.
- ✓ Use pesticides and fertilizers sparingly. If necessary, only use recommended amounts.
- ✓ Use organic mulch or safer pest control methods.
- ✓ Compost or mulch yard waste. Cover piles of dirt or mulch.
- ✓ Recycle as much as possible.
- ✓ Use a broom to sweep and collect sediment and organic matter on sidewalks and driveways. Collect sand used on driveways and sidewalks for future use or disposal.
- ✓ Use de-icing materials sparingly on driveways and sidewalks.
- ✓ Drain swimming pools onto expanse lawns or other vegetated areas.



Small Farms

Agricultural run-off from farming activities increases the amounts of coliform and organic matter in downstream water supplies. Small farming activities such as cow, sheep, and goat grazing, as well as waste from chicken coops, hog or pig pens, horse corrals, etc. can also contribute to wastewater runoff if not properly maintained.

Septic Systems

Leaking and poorly maintained septic systems release nutrients and pathogens (bacteria and viruses) that can be picked up by storm water and discharged into nearby water bodies. Pathogens can cause public health and environmental concerns.

- ✓ Inspect your system every 3 years and pump your tank as necessary (every 3 to 5 years).
- ✓ Don't dispose of household hazardous waste in sinks or toilets.

Auto Care

Washing your car and degreasing auto parts at home can send detergents and other contaminants through the storm sewer system. Dumping automotive fluids into storm drains has the same result as dumping the materials directly into a water body. For example, one quart of oil can contaminate up to 2 million gallons of water.



- ✓ Use a commercial car wash that treats or recycles its wastewater or wash your car on your yard so the water infiltrates into the ground.
- ✓ Dispose of used auto fluids and batteries at designated recycling and drop-off locations.

- ✓ Prevent gas and oil leaks and spills.
- ✓ Have your motor vehicle routinely serviced.

Pet Waste

Pet waste can be a major source of bacteria and excess nutrients in local waters.

- ✓ When walking your pet, remember to pick up the waste and dispose of it properly. Flushing pet waste is the best disposal method.
- ✓ Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local water bodies.



Prevent Storm Water Runoff

There are several ways to help prevent storm water runoff. Here are some examples:

- ✓ Plant trees, shrubs, and ground cover.
- ✓ Use a barrel to collect rain and store water for gardening.
- ✓ Redirect downspouts from paved areas to vegetated areas. Guide storm water onto grass or other vegetated areas by using berms or dikes.
- ✓ Use wooden planks, bricks, or interlocking stones for walking areas and patios.
- ✓ Clear away fallen trees and debris from natural waterways and storm water drains.



**Copied from UNH Energy and Campus Development*
www.unh.edu/ecd/stormwater

TOWN CLERK/TAX COLLECTOR

Motor Vehicle Registrations: Residents of Litchfield have more options when it comes time to renewing registrations.

You may come to the office and pay with either cash, check or credit card, surf to www.litchfieldnh.gov and renew online using your checking account or Credit Card (your decals are mailed to you), or renew by mail using a check the renewal notice and return to us.

Residents only have to write one check to the Town of Litchfield for registrations.

When registering a new vehicle the individual listed first on the title paperwork MUST be present when doing the first registration.

When renewing a registration you must present your driver's license.

To register a Title Exempted Vehicle for the first time the law (RSA 261:2-a) requires that *in addition to a bill of sale* a person registering a 1999 Model Year vehicle (or older) must present additional documentation on the vehicle. The owner must present one of the following additional documents: a previously issued NH Registration (a photocopy is okay), a valid NH or Out of State Title (a photocopy is okay), or a completed "Verification of Vehicle Identification" form (Form 19A) which can be obtained from the Town Clerk's office, Police Department, or a local inspection station. All vehicles year 2000 and newer must have a title.

Inspection stickers for a vehicle renewal need to be in place by the 10th day of the following month of your renewal due date. Late renewals do not get a 10-day grace period. Campers and motorcycles are to be inspected by June 1 of each year and will get an inspection sticker with a number 6. All other trailers, such as utility trailers or snowmobile trailers, are inspected by birth month like regular vehicle registrations.

Internet users can go to the Department of Motor Vehicle site: www.egov.nh.gov/platecheck/pass.asp to check for initial plate availability. State of NH Motor Vehicle Agency phone numbers are: NH Title Bureau: 271-3111, Concord Motor Vehicle Registration: 271-2251, Walking Disability Desk: 271-2275, & TTD (hearing impaired): 1-800-735-2964. Driver licensing is done in Manchester, Milford, Nashua, Salem or Concord.

Boat Registration – The Town Clerk's office can register your boats bring us your State Renewal notice and for a \$5.00 Municipal Agent fee we can provide you with your new decals.

NH Hunting/Fishing Licenses and OHRV: January 2008 the Town Clerk's office started issuing New Hampshire Hunting and/or Fishing License. October 2009 we started issuing OHRV Licenses.

Elections: There will be four elections this year the Town Elections on March 8th, Presidential Primary on February 9th, State Primary on September 13th and the Presidential Election which is on November 8th. Voting is the most fundamental right in a democracy because it is through voting that citizens protect all other rights by carefully selecting the public servants who guide and direct our self-governance. You can come to the Town Clerk's office to register to vote. You may also register to vote on Election Day at the polls. You are eligible to vote if you are 18 years of age or older on Election Day, are a US citizen and are domiciled in New Hampshire. A person can have several residences, but may have only one voting domicile. You have to provide your driver license or social security card at the time of registration. If you are currently on the checklist please check to update your information. Voter registration cards are now required by the State of NH to show place of birth and driver's license or social security number. Any change of address, name change, or party affiliation change should be updated with the Supervisors on Election Day or at the Town Clerks office. New law requires that a State approved photo id be shown when voting. New for 2016 if you do not have your ID you will be asked to fill out a form and have your photo taken by either the Moderator or the Town Clerk. Voting will take place at Campbell High School from 7:00 am – to 7:00 pm.

Dogs: There were 1,765 dogs licensed in 2015. **DOG TAGS EXPIRE APRIL 30 OF EACH YEAR**. Residents can renew dog licenses starting January 4nd. Due to budget restraints we will not be sending out a reminder notice. If we have your current phone number and or e-mail address you will receive a phone call or e-mail reminder from our office. This year the Town Clerk will be at the annual Rabies Clinic to issue dog licenses. If you show the rabies certificate from the previous year the Vet can administer a 3-year rabies shot instead of the 1-year shot. There is a minimum of a \$25.00 fine for failure to register your dog in a timely manner plus monthly late charges. **If you no longer have your dog please drop us a quick note or E-mail (tbriand@litchfieldnh.gov) to let us know or call us at 424-4045.** **IMPORTANT:** Review your previous license to make sure that your dog's rabies vaccination is up-to-date. If you cannot find your vaccination certificate or license from 2012 call the office and we can research your records. You may renew your dog's license via the mail or the internet as long as the rabies vaccine is up to date. To register by mail please include: a check made payable to the Town of Litchfield (**NO CASH PLEASE**), and a self-addressed-stamped envelope for return of your new license and dog tag. To register via internet go to www.litchfieldnh.gov and click on the icon of the dog. When entering the license number include 12-then your dogs license number. If you have questions please call the office we will be more than happy to walk you through the process.

License fees: Puppies (3-7 months) or spayed/neutered over 7 months \$6.50
 Male / Female (not spayed/neutered) \$9.00
 Senior owner (over 65) (for one dog) \$2.00

Vital Records: The fee for a marriage license this year has increased to \$50.00. There is a fee of \$15.00 for the first copy of a death, birth or marriage certificate and \$10.00 each for extra copies. _

Tax Collector Lien/Deed Calendar for 2016 ***Dates and fees subject to change**

March 4, 2016	Delinquent notice of all taxes owed	No charge
April 4, 2016	Notice of impending lien certified to property owners	\$19.25
	2 nd or subsequent parcel	\$2.00
April 1, 2016	Notice of impending Tax Deed Certified to Property Owners	\$17.25
May 12, 2016	Execution of Tax Lien	\$19.25
	2 nd or subsequent parcel	\$10.00
May 9, 2016	Execution of Tax Deed	\$10 plus recording fees

Town Clerk/Tax Collector News: As Town Clerk/Tax Collector for the Town of Litchfield, I completed four years of the state certification program in 2007. In 2015 I was recertified until 2020. I am now a Certified Town Clerk/Tax Collector in the State of New Hampshire. In 2009 I was nominated by the NH Tax Collectors Association as the Conference Coordinator for the State. It is a pleasure and honor to be a resident and public servant for Litchfield. I am very proud of where I grew up and currently reside. I am so proud to represent Litchfield at the meetings and conferences that I am required to attend throughout New Hampshire. My door is always open to anyone that has a suggestion.

Town Clerk / Tax Collector Office Hours:

Monday 10:00 AM to 6:00 PM
 Tuesday – Friday 7:30 AM to 3:00 PM
 Address: 2 Liberty Way, Suite 3, Litchfield, NH 03052
 Phone: (603) 424-4045
 Fax: (603) 424-8154
 Email: tbriand@litchfieldnh.gov

Respectfully Submitted

Theresa L. Briand, Town Clerk/Tax Collector

RESIDENT MARRIAGE REPORT

01/01/2015 - 12/31/2015

Name	Residence	Name	Residence	Issuance	Marriage	Marriage
Routhier, Joseph A	Litchfield, NH	Carter, Doni-Lynn	Litchfield, NH	Nashua	Nashua	02/13/2015
Dimartino, Gina M	Nashua, NH	Jones, Joel A	Litchfield, NH	Brookline	Brookline	03/07/2015
Curtis, Matthew E	Litchfield, NH	Davidson, Deanna L	Litchfield, NH	Litchfield	Manchester	03/13/2015
Becker, Shepard R	Litchfield, NH	Sweeney, Kathleen M	Litchfield, NH	Litchfield	Candia	06/26/2015
Gauthier III, Emile J	Litchfield, NH	Parker, Lisa	Litchfield, NH	Litchfield	Litchfield	07/11/2015
McKillop, Ann M	Litchfield, NH	Buttaro, Mark A	Derry, NH	Litchfield	Manchester	07/18/2015
Phillion, Cheryl A	Billerica, MA	Celata, David A	Litchfield, NH	Litchfield	Pittsburg	07/18/2015
Touch, Veasna	Litchfield, NH	So, Sambath	Litchfield, NH	Litchfield	Litchfield	08/03/2015
Hanson, Kelli A	Litchfield, NH	Heinstrom, William S	Litchfield, NH	Litchfield	Manchester	08/15/2015
Lang, Mark J	Litchfield, NH	Desroche, Marguerite F	Litchfield, NH	Litchfield	Hudson	08/22/2015
Holden, Jason K	Litchfield, NH	Eno, Jocelyn E	Litchfield, NH	Litchfield	Henniker	09/18/2015
Nimmo, Ashley K	Litchfield, NH	McPherson Jr., Paul J	Litchfield, NH	Litchfield	Auburn	09/24/2015
Frost, Shane G	Litchfield, NH	Vaillancourt, Samantha L	Litchfield, NH	Litchfield	Hudson	10/03/2015
Zelonis, James S	Litchfield, NH	McCarthy, Brenda A	Litchfield, NH	Litchfield	Manchester	11/15/2015
Delorme, Courtney A	Litchfield, NH	Healy, Christopher R	Litchfield, NH	Litchfield	Londonderry	11/26/2015
Oneil, Tamara J	Litchfield, NH	Dussault III, Joseph A	Litchfield, NH	Litchfield	Hudson	12/24/2015

Total Number of Records 16

RESIDENT BIRTH REPORT

01/01/2015-12/31/2015

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
Dewey, Cheyenne Michelle	01/17/2015	Nashua, NH	Dewey, Jonathan	Dewey, Elizabeth
Jones, Piper Harlana	03/22/2015	Manchester, NH	Jones, Gene	Jones, Rachel
Jones, Quinnel Jerry	03/22/2015	Manchester, NH	Jones, Gene	Jones, Rachel
Osborne, Landon Ryan	04/06/2015	Nashua, NH	Osborne, Matthew	Osborne, Jessi
Curtis II, Matthew Edward	04/07/2015	Nashua, NH	Curtis, Matthew	Curtis, Deanna
Enamorado, Naya Shailene	04/14/2015	Nashua, NH	Enamorado, Jonathan	Arias, Shanelle
Carey, Joe James	04/23/2015	Nashua, NH	Carey, Christopher	Carey, Nina
Carey, Lukas Anthony	04/23/2015	Nashua, NH	Carey, Christopher	Carey, Nina
Patten, Alyssa Grace	05/13/2015	Nashua, NH	Patten, Christopher	Patten, Kristen
Dionne, Osrice Caldarola	05/18/2015	Nashua, NH	Dionne, David	Dionne, Laura
Hatch, Katelyn Nancy	06/29/2015	Nashua, NH	Hatch, Timothy	Hatch, Nicole
Gray, Emmalyn Rose	07/06/2015	Nashua, NH	Gray, Benjamin	Gray, Brooke
Taliaferro, Amelia Ann	07/19/2015	Nashua, NH	Taliaferro, Sam	Taliaferro, Nina
Masiello, Lillianna Marie	07/22/2015	Nashua, NH	Masiello III, Joseph	Hurley, Courtney
Spencer, Cyrus James	07/23/2015	Nashua, NH	Spencer, Jay	Spencer, Shahla
Drake, Benjamin Matthew	08/01/2015	Manchester, NH	Drake, David	Gines, Shaenyck
Byrne, Quinn Marie	08/04/2015	Manchester, NH	Byrne Jr., John	Byrne, Amber
White, Carter Alexander	08/08/2015	Manchester, NH	White, John	White, Heather
Sheuchenko, Brooke Rose	08/13/2015	Nashua, NH	Sheuchenko, Christopher	Sheuchenko, Nicole
Jones, Natalie Parker	08/24/2015	Manchester, NH	Jones, Matthew	Roy, Jacquelyn
Makarewicz, Sadie Elizabeth	09/07/2015	Nashua, NH	Makarewicz Jr., Mark	Makarewicz, Sarah
Cummings, Avery Marie	10/07/2015	Nashua, NH	Cummings, Michael	Cummings, Jennifer
Shaughnessy, Carmella Michele	10/14/2015	Derry, NH	Shaughnessy, Ryan	Shaughnessy, Alana
Coulter, Maya Haley	11/16/2015	Manchester, NH	Coulter, Sean	Coulter, Lauren
Roehm, Patrick David	11/20/2015	Nashua, NH	Roehm, David	Roehm, Danielle
Panneton, Cole Alan	11/24/2015	Nashua, NH	Panneton, Chad	Kownack, Melanie
Fontanes, Connor Alexander	12/20/2015	Nashua, NH	Fontanes, Daniel	Fontanes, Anna

Total number of records 27

RESIDENT DEATH REPORT

01/01/2015 - 12/31/2015

Decedent's Name	Death Date	Death Place	Father's Name	Mother's Maiden Name	Military
Piscatello, Robert	01/03/2015	Merrimack	Piscatello, John	Brown, Florence	Y
Bourque, William	01/08/2015	Nashua	Bourque, Hilaire	Piche, Anna	Y
Dealmeida, Eduardo	01/15/2015	Litchfield	Almedia, Manuel	Conceicao, Maria	N
Leto, Patricia	01/20/2015	Nashua	Anderson, Albert	Bynes, Helen	N
Schall, William	01/22/2015	Litchfield	Schall, William	Smith, Margaret	Y
Doyle, Daniel	01/29/2015	Nashua	Doyle, Joseph	Michaud, Antonia	N
De Muniz, Carmen	02/05/2015	Litchfield	Miranda, Ernesto	Sanchez, Cecelia	N
Goodine, Charlotte	02/10/2015	Merrimack	Whitney, Medley	Black, Cora	N
Hayes, Frank	02/16/2015	Hudson	Hayes Sr, Frank	Curtis, Doris	Y
Labine, Maurice	03/06/2015	Litchfield	Labine, Joseph	Soucy, Jeanne	N
Drew, Jason	02/28/2015	Litchfield	Drew, Stephen	Tripp, Deborah	N
Noble III, Joseph	04/14/2015	Manchester	Noble Jr, Joesph	Thurlow, Maryann	N
Duprat, Daniel	04/26/2015	Litchfield	Duprat, Warren	Ellis, Jean	N
Mcfarland, Perry	05/10/2015	Nashua	Mcfarland, Sumner	Cole, Catherine	N
Parker, Donald	05/29/2015	Merrimack	Parker, Donald	Kenny, Joyce	Y
Drew, Stephen	05/30/2015	Litchfield	Drew, Leonard	Russell, Naydene	Y
Rossignol, Wilfred	06/01/2015	Nashua	Rossignol, Joseph	Michaud, Marie	Y
Lantigua, Geneveve	06/02/2015	Litchfield	Lantigua, Martin	Lantigua, Apolinara	N
Geaghan, Tami	06/18/2015	Litchfield	Hudson, Carl	Griffin, Donna	N
Peters, Patricia	06/22/2015	Merrimack	Scurrah, James	Sands, Muriel	N
Redding, Agnes	06/23/2015	Litchfield	Crowley, Joseph	Montique, Theresa	N
Malette, Priscilla	06/25/2015	Litchfield	Hall, Henry	Trenholm, Avis	N
Hunt, David	07/28/2015	Manchester	Hunt, Donald	Irving, Ada	N
Smith, Michael	08/03/2015	Manchester	Smith, Francis	Villemure, Jeanne	N
Beaulieu, Brenda	09/25/2015	Merrimack	Beaulieu, Albert	Allen, Shirley	N
Griffin, Undice	10/05/2015	Manchester	Griffin, David	Mitchell, Mary	N
Prince, Denis	10/13/2015	Manchester	Prince, Alfred	Claxton, Juanita	Y
Gannon, Robert	10/17/2015	Manchester	Gannon, George	Mulhane, Abbie	Y
French, Mary Ann	11/03/2015	Nashua	Herod, Franklyn	Cronin, Mary	N
Kanhai-Singh, Vincent	11/08/2015	Litchfield	Narine, Hari	Ramkir, Sumatia	N
Russell, Donald	11/16/2015	Manchester	Russell, Irving	Bailey, Esther	N
Thomas, Deborah	11/19/2015	Nashua	Stayman, Donald	McCullough, Charlotte	N

RESIDENT DEATH REPORT

01/01/2015 - 12/31/2015

Decedent's Name	Death Date	Death Place	Father's Name	Mother's Maiden Name	Military
McQuesten, Fred	12/12/2015	Litchfield	McQuesten, Fred	Denton, Ena	N
Danis, Nichole	12/13/2015	Nashua	Massicotte, Paul	Nagle, Geraldine	N
Higgins, Thomas	12/22/2015	Merrimack	Higgins, Walter	May, Virginia	N

Total number of records 35

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of

LITCHFIELD

Year Ending

12/31/2015

DEBITS

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR*		LEVY FOR YEAR 2015	PRIOR LEVIES		
			2014	2013	2012
Property Taxes	#3110		\$ 391,360.40		
Resident Taxes	#3180				
Land Use Change Taxes	#3120				
Timber Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Utility Charges	#3189				
Betterment Taxes					
Prior Years' Credits Balance**					
This Year's New Credits					

TAXES COMMITTED THIS FISCAL YEAR

FOR DRA USE ONLY

Property Taxes	#3110	\$ 17,745,237.00		
Resident Taxes	#3180			
Land Use Change Taxes	#3120	\$ 90,575.00		
Yield Taxes	#3185	\$ 7,694.07		
Excavation Tax	#3187	\$ 1,609.94		
Other Taxes	#3189			

OVERPAYMENT REFUNDS

Property Taxes	#3110	\$29,381.85		
Resident Taxes	#3180			
Land Use Change	#3120			
Yield Taxes	#3185			
Excavation Tax	#3187			
Credits Refunded				
Interest - Late Tax	#3190	\$ 6,482.30	\$ 20,877.75	
Resident Tax Penalty	#3190			
TOTAL DEBITS		\$ 17,880,980.16	\$ 412,238.15	

*This amount should be the same as the last year's ending balance. If not, please explain.

**Enter as a negative. This is the amount of this year's taxes pre-paid last year as authorized by RSA 80:52-a.

**The amount is already included in the warrant and therefore in line #3110 as a positive amount for this year's levy.

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of

LITCHFIELD

Year Ending 12/31/2015

CREDITS

REMITTED TO TREASURER	LEVY FOR YEAR	PRIOR LEVIES		
	2015	2014	2013	2012
Property Taxes	\$ 17,383,595.90	\$ 282,819.82		
Resident Taxes				
Land Use Change Taxes	\$ 90,575.00			
Timber Yield Taxes	\$ 6,084.13			
Interest	\$ 6,482.30	\$ 18,833.75		
Penalties		\$ 2,044.00		
Excavation Tax	\$ 1,609.94			
Other Taxes				
Conversion to Lien (principal only)		\$ 107,775.60		
Discounts Allowed				

ABATEMENTS MADE

Property Taxes	\$ 345.00	\$ 764.98		
Resident Taxes				
Land Use Change Taxes				
Timber Yield Taxes	\$ 1,609.94			
Excavation Tax				
Other Taxes				
Current Levy Deeded	\$4,565.00			

UNCOLLECTED TAXES -- END OF YEAR #1080

Property Taxes	\$ 386,112.95			
Resident Taxes				
Land Use Change Taxes				
Timber Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance*				
TOTAL CREDITS	\$ 17,880,980.16	\$ 412,238.15		

*Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a.
(Be sure to indicate a positive amount in the Property Taxes actually remitted to the treasurer.)

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of

LITCHFIELD

Year Ending 12/31/2015

DEBITS

UNREDEEMED & EXECUTED	LY	PRIOR LEVIES		
LIENS		2014	2013	2012
Unredeemed Liens Beginning of FY			\$ 65,618.83	\$ 21,431.79
Liens Executed During FY		\$ 117,676.96		
Interest & Costs Collected		\$ 3,054.63	\$ 8,618.44	\$ 4,614.25
TOTAL LIEN DEBITS		\$ 120,731.59	\$ 74,237.27	\$ 26,046.04

CREDITS

REMITTED TO TREASURER	LY	PRIOR LEVIES		
		2014	2013	2012
Redemptions		\$ 40,115.55	\$ 38,334.22	\$ 13,341.02
Interest & Costs Collected #3190		\$ 3,054.63	\$ 8,618.44	\$ 4,614.25
Abatements of Unredeemed Liens				
Liens Deeded to Municipality		\$ 9,980.26	\$ 9,786.26	\$ 8,090.77
Unredeemed Liens End of FY #1110		\$ 67,581.15	\$ 17,498.35	
TOTAL LIEN CREDITS		\$ 120,731.59	\$ 74,237.27	\$ 26,046.04

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a)? _____

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

TAX COLLECTOR'S SIGNATURE

Theresa L. Briand

Theresa L. Briand

DATE

1/20/2016

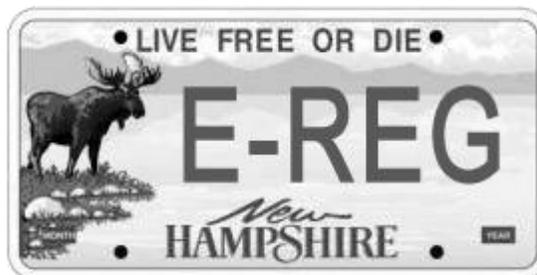
MS-61

**ANNUAL FINANCIAL REPORT
LITCHFIELD, NH TOWN CLERK
January 1, 2015 through December 31, 2015**

Dogs License - Town	\$6,925.00
State of New Hampshire	\$3,994.00
Duplicate Tags	\$4.00
Fines and Penalties	\$2,457.00
Dredge and Fill Permits	\$0.00
Voter Checklists	\$349.00
Incorporation Filings	\$0.00
Motor Vehicles Registrations	\$1,546,335.00
State of New Hampshire	\$498,523.00
Municipal Agent Fees	\$31,168.00
Titles	\$3,590.00
Boats	\$19,513.00
Pole Permits	\$30.00
Postage	\$8,585.00
Hunting & Fishing Licenses	\$335.00
State of New Hampshire	\$7,658.00
Returned-Check Fees	\$740.00
UCCs	\$930.00
<u>Vital Records</u>	
Town	\$1,658.00
State of New Hampshire	\$2,867.00
Total Receipts	<u>\$2,135,661.00</u>

A true record of Town Clerk receipts, attest:

Theresa L. Briand
Town Clerk
January 06, 2016



TOWN OF LITCHFIELD, NEW HAMPSHIRE

Annual Financial Statements

For the Year Ended December 31, 2014

Town of Litchfield, New Hampshire

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INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Litchfield, New Hampshire

Additional Offices:

Andover, MA
Greenfield, MA
Manchester, NH
Ellsworth, ME

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Litchfield, New Hampshire, as of December 31, 2014, and for the year then ended, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such

opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Litchfield, New Hampshire, as of December 31, 2014, and the respective changes in financial position thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Melanson Heath

July 30, 2015

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Litchfield, we offer readers this narrative overview and analysis of the financial activities of the Town of Litchfield for the year ended December 31, 2014.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to **serve as** an introduction to the basic financial statements. The basic financial statements are comprised of **three components**: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, **increases or decreases** in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for

governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current year, the total of assets exceeded liabilities by \$28,667,705 (i.e., net position), a change of \$(148,945) in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of \$2,929,724, a change of \$(543,305) in comparison to the prior year.
- At the end of the current year, unassigned fund balance for the general fund was \$1,213,605, a change of \$(26,114) in comparison to the prior year.
- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was \$54,680, a change of \$(54,123) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years (in thousands).

NET POSITION

	Governmental Activities	
	<u>2014</u>	<u>2013</u>
Current and other assets	\$ 7,719	\$ 8,221
Capital assets	<u>25,668</u>	<u>25,336</u>
Total assets	33,387	33,557
Long-term liabilities outstanding	184	218
Other liabilities	<u>4,536</u>	<u>4,523</u>
Total liabilities	4,720	4,741
Net position:		
Net investment in capital assets	25,663	25,265
Restricted	1,409	2,017
Unrestricted	<u>1,595</u>	<u>1,534</u>
Total net position	<u>\$ 28,667</u>	<u>\$ 28,816</u>

CHANGES IN NET POSITION

	Governmental Activities	
	<u>2014</u>	<u>2013</u>
Revenues:		
Program revenues:		
Charges for services	\$ 176	\$ 247
Operating grants	11	36
Capital grants and contributions	173	170
General revenues:		
Property taxes	2,952	2,597
Penalties and interest on taxes	155	148
Licenses and permits	1,532	1,424
Investment income	2	19
Intergovernmental	402	392
Other	<u>781</u>	<u>1,077</u>
Total revenues	6,184	6,110
Expenses:		
General government	1,326	1,350
Public safety	2,449	2,584
Education	66	138
Highways and streets	1,725	1,572
Sanitation	349	382
Health and welfare	65	70
Culture and recreation	342	338
Conservation	<u>11</u>	<u>1</u>
Total expenses	6,333	6,435
Change in net position	(149)	(325)
Net position - beginning of year, as restated	<u>28,816</u>	<u>29,141</u>
Net position - end of year	<u>\$ 28,667</u>	<u>\$ 28,816</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$28,667,705, a change of \$(148,945) from the prior year.

The largest portion of net position \$25,663,335 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, \$1,408,947 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position \$1,595,423 may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities. Governmental activities for the year resulted in a change in net position of \$(148,945) Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ (16,252)
Conservation fund - accrual basis	55,872
Non-major funds operating results	27,075
Depreciation expense, in excess of principal debt service	(1,100,860)
Donated roads	685,500
Other	<u>199,720</u>
Total	<u>\$ (148,945)</u>

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$2,929,724, a change of \$(543,305) in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$	(16,252)
Conservation fund operating results		(554,128)
Non-major funds operating results		<u>27,075</u>
Total	\$	<u><u>(543,305)</u></u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$1,213,605, while total fund balance was \$1,439,161. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>12/31/14</u>	<u>12/31/13</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,213,605	\$ 1,239,719	\$ (26,114)	24.2%
Total fund balance	\$ 1,439,161	\$ 1,455,413	\$ (16,252)	28.7%

The total fund balance of the general fund changed by \$(16,252) during the current year. Key factors in this change are as follows:

State and local revenues surplus	\$	75,664
Budgetary appropriations turnbacks by departments		68,256
Tax collections shortfall compared to budget		7,061
Prior year encumbrances to be spent in the current year over current year encumbrances to be spent in the subsequent year		22,489
Change in capital reserve fund balance		(12,627)
Use of fund balance		(173,120)
Other timing issues		<u>(3,975)</u>
Total	\$	<u><u>(16,252)</u></u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>12/31/14</u>	<u>12/31/13</u>	<u>Change</u>
Capital reserve	\$ <u>124,383</u>	\$ <u>137,010</u>	\$ <u>(12,627)</u>
Total	\$ <u><u>124,383</u></u>	\$ <u><u>137,010</u></u>	\$ <u><u>(12,627)</u></u>

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no significant differences between the original budget and the final amended budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year-end amounted to \$25,667,399 (net of accumulated depreciation), a change of \$331,021 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital events during the current year included the following:

- Donated roads for \$685,500
- Conservation Land Purchase of \$610,000

Additional information on capital assets can be found in the Notes to Financial Statements.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was \$54,680, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Board of Selectmen
Town of Litchfield
2 Liberty Way, Suite 2
Litchfield, New Hampshire 03052

TOWN OF LITCHFIELD, NEW HAMPSHIRE

STATEMENT OF NET POSITION

DECEMBER 31, 2014

	Governmental <u>Activities</u>
ASSETS	
Current:	
Cash and short-term investments	\$ 7,072,514
Investments	100,025
Receivables, net of allowance for uncollectibles:	
Taxes	387,799
Departmental and other	53,269
Intergovernmental	3,626
Other assets	22,990
Due from fiduciary funds	1,431
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Taxes	78,346
Capital assets:	
Land and construction in progress	4,551,634
Other capital assets, net of accumulated depreciation	<u>21,115,765</u>
TOTAL ASSETS	33,387,399
LIABILITIES	
Current:	
Accounts payable	146,923
Accrued liabilities	16,738
Tax refunds payable	103,641
Other liabilities	11,596
Due to school district	4,173,014
Current portion of long-term liabilities:	
Bonds payable	54,680
Capital lease payable	20,484
Compensated absence	8,608
Noncurrent:	
Capital lease payable, net of current portion	20,450
Compensated absence, net of current portion	<u>163,560</u>
TOTAL LIABILITIES	4,719,694
NET POSITION	
Net investment in capital assets	25,663,335
Restricted for:	
Grants and other statutory restrictions	1,214,333
Permanent funds:	
Nonexpendable	41,693
Expendable	152,921
Unrestricted	<u>1,595,423</u>
TOTAL NET POSITION	\$ <u>28,667,705</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2014

		Program Revenues			Net (Expenses) Revenues and Changes in Net Position
Expenses		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities:					
General government	\$ 1,325,815	\$ 17,457	\$ -	\$ -	\$ (1,308,358)
Public safety	2,449,237	104,300	-	-	(2,344,937)
Education	65,671	-	-	-	(65,671)
Highways and streets	1,724,709	-	5,000	-	(1,719,709)
Sanitation	349,165	40,058	-	-	(309,107)
Health and welfare	64,696	-	-	-	(64,696)
Culture and recreation	341,652	13,971	5,940	172,786	(148,955)
Conservation	11,672	-	-	-	(11,672)
Total Governmental Activities	\$ 6,332,617	\$ 175,786	\$ 10,940	\$ 172,786	(5,973,105)
		General Revenues and Contributions:			
					2,951,710
					155,041
					1,532,466
					2,280
					401,686
					780,977
					5,824,160
					(148,945)
		Net Position:			
					28,816,650
					\$ 28,667,705

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

DECEMBER 31, 2014

	<u>General</u>	<u>Conservation Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS				
Cash and short-term investments	\$ 5,893,240	\$ 426,192	\$ 953,082	\$ 7,072,514
Investments	-	-	100,025	100,025
Receivables:				
Property taxes	485,147	-	-	485,147
Departmental and other	1,273	-	51,996	53,269
Intergovernmental	2,546	-	1,080	3,626
Other assets	22,990	-	-	22,990
Due from other funds	2,394	-	-	2,394
TOTAL ASSETS	\$ 6,207,590	\$ 426,192	\$ 1,106,183	\$ 7,739,965
LIABILITIES				
Accounts payable	\$ 146,923	\$ -	\$ -	\$ 146,923
Accrued liabilities	16,738	-	-	16,738
Tax refunds payable	103,641	-	-	103,641
Other liabilities	11,596	-	-	11,596
Due to other funds	-	-	963	963
Due to school district	4,173,014	-	-	4,173,014
TOTAL LIABILITIES	4,451,912	-	963	4,452,875
DEFERRED INFLOWS OF RESOURCES	316,517	-	40,849	357,366
FUND BALANCES				
Nonspendable	-	-	41,693	41,693
Restricted	-	426,192	1,022,678	1,448,870
Committed	124,383	-	-	124,383
Assigned	101,173	-	-	101,173
Unassigned	1,213,605	-	-	1,213,605
TOTAL FUND BALANCES	1,439,161	426,192	1,064,371	2,929,724
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 6,207,590	\$ 426,192	\$ 1,106,183	\$ 7,739,965

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE
RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET POSITION OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET POSITION

DECEMBER 31, 2014

Total governmental fund balances	\$ 2,929,724
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	25,667,399
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	338,364
• Long-term liabilities, (net of prepaid debt service) including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(267,782)</u>
Net position of governmental activities	\$ <u>28,667,705</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2014

	<u>General</u>	<u>Conservation Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:				
Property taxes	\$ 2,922,102	\$ -	\$ -	\$ 2,922,102
Penalties, interest and other taxes	89,278	65,224	-	154,502
Licenses and permits	1,532,466	-	-	1,532,466
Intergovernmental	574,870	-	5,000	579,870
Charges for services	59,891	-	108,395	168,286
Investment income	3,440	1,162	(1,784)	2,818
Contributions	-	-	5,542	5,542
Miscellaneous	38,713	-	292,409	331,122
Total Revenues	5,220,760	66,386	409,562	5,696,708
Expenditures:				
Current:				
General government	1,357,459	-	181,269	1,538,728
Public safety	2,338,106	-	121,662	2,459,768
Education	-	-	65,671	65,671
Highways and streets	817,561	-	8,188	825,749
Sanitation	333,326	-	-	333,326
Health and welfare	64,696	-	-	64,696
Culture and recreation	108,214	-	222,147	330,361
Conservation	1,200	620,514	-	621,714
Total Expenditures	5,020,562	620,514	598,937	6,240,013
Other Financing Sources				
Transfer in	59,859	-	216,680	276,539
Transfer out	(276,309)	-	(230)	(276,539)
Total Other Financing Sources	(216,450)	-	216,450	-
Net Changes in Fund Balance	(16,252)	(554,128)	27,075	(543,305)
Fund Equity, at Beginning of Year	1,455,413	980,320	1,037,296	3,473,029
Fund Equity, at End of Year	\$ 1,439,161	\$ 426,192	\$ 1,064,371	\$ 2,929,724

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE
 RECONCILIATION OF THE STATEMENT OF REVENUES
 EXPENDITURES, AND CHANGES IN FUND BALANCES OF
 GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED DECEMBER 31, 2014

Net changes in fund balances - total governmental funds	\$	(543,305)												
<ul style="list-style-type: none"> • Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense: <table style="margin-left: 40px; width: 80%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Capital outlay purchases</td> <td style="width: 10%;"></td> <td style="width: 20%; text-align: right;">1,036,150</td> </tr> <tr> <td>Donated Assets</td> <td></td> <td style="text-align: right;">685,500</td> </tr> <tr> <td>Loss on capital dispositions</td> <td></td> <td style="text-align: right;">(235,646)</td> </tr> <tr> <td>Depreciation</td> <td></td> <td style="text-align: right;">(1,154,983)</td> </tr> </table> • Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for accounts receivable (i.e., real estate) differ between the two statements. This amount represents the net change in deferred revenue. 			Capital outlay purchases		1,036,150	Donated Assets		685,500	Loss on capital dispositions		(235,646)	Depreciation		(1,154,983)
Capital outlay purchases		1,036,150												
Donated Assets		685,500												
Loss on capital dispositions		(235,646)												
Depreciation		(1,154,983)												
		37,105												
<ul style="list-style-type: none"> • The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position: <table style="margin-left: 40px; width: 80%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Repayments of debt</td> <td style="width: 10%;"></td> <td style="width: 20%; text-align: right;">74,358</td> </tr> <tr> <td>Debt additions</td> <td></td> <td style="text-align: right;">(33,250)</td> </tr> </table> • Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds. 			Repayments of debt		74,358	Debt additions		(33,250)						
Repayments of debt		74,358												
Debt additions		(33,250)												
		<u>(14,874)</u>												
Change in net position of governmental activities	\$	<u>(148,945)</u>												

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2014

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
Revenues and other sources:				
Property taxes	\$ 2,915,041	\$ 2,915,041	\$ 2,915,041	\$ -
Penalties, interest and other taxes	79,856	79,856	89,278	9,422
Licenses and permits	1,484,312	1,484,312	1,532,486	48,174
Intergovernmental	574,251	574,251	574,870	619
Charges for services	57,165	57,165	59,891	2,726
Investment income	1,300	1,300	3,097	1,797
Miscellaneous	25,997	25,997	38,713	12,716
Transfers In	59,829	59,829	59,859	230
Use of fund balance	173,120	173,120	173,120	-
Total Revenues	<u>5,370,671</u>	<u>5,370,671</u>	<u>5,446,335</u>	<u>75,664</u>
Expenditures and other uses:				
Current:				
General government	1,289,706	1,358,674	1,333,557	25,117
Public safety	2,465,338	2,431,356	2,375,577	55,779
Highways and streets	773,029	756,443	821,038	(64,593)
Sanitation	360,044	358,520	333,326	26,718
Health and welfare	73,650	74,980	64,696	10,264
Culture and recreation	145,588	128,152	108,214	19,938
Conservation	2,181	1,431	1,200	231
Transfers out	261,135	261,135	284,809	(23,674)
Total Expenditures	<u>5,370,671</u>	<u>5,370,671</u>	<u>5,302,415</u>	<u>68,256</u>
Excess of revenues and other sources over expenditures and other uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 143,920</u>	<u>\$ 143,920</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION
DECEMBER 31, 2014

	Agency Funds
<u>ASSETS</u>	
Cash and short-term investments	\$ <u>271,108</u>
Total Assets	\$ <u><u>271,108</u></u>
 <u>LIABILITIES</u>	
Due to other funds	\$ 1,431
Due to other governments	154,668
Due to developers	<u>115,009</u>
Total Liabilities	\$ <u><u>271,108</u></u>

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Litchfield (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In year 2014, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

B. Government-wide and Fund Financial Statements

Government-wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements

Separate financial statements are provided for governmental funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as is the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The *conservation fund* is used to account for 80% of the land use change tax (current use) revenue and expenditures incurred in the acquisition of conservation land including the maintenance of designated conservation properties within the Town's boundaries.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the general fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

F. Interfund Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "due from/to other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

G. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in governmental activities in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$10,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	15 - 20
Infrastructure	40
Vehicles and equipment	5 - 20

H. Compensated Absences

It is the Town's policy to permit employees to accumulate earned but unused vacation pay benefits. All vested vacation pay is accrued when incurred in the government-wide financial statements. A liability for this amount is reported in governmental funds only if it has matured, for example, as a result of employee resignations and retirements.

I. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities Statement of Net Position.

J. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classification policies and procedures are as follows:

- 1) Nonspendable funds are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., perpetual care).
- 2) Restricted funds are used solely for the purpose in which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.

- 3) Committed funds are reported and expended as a result of motions passed by the highest decision making authority in the government (i.e., Town Meeting).
- 4) Assigned funds are used for specific purposes as established by management. These funds, which include encumbrances, have been assigned for specific goods and services ordered but not yet paid for. This account also includes fund balance voted to be used in the subsequent year.
- 5) Unassigned funds are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town Meeting. The approved budget is subsequently reported to the State

of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

B. Budgetary Basis

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. Budget/GAAP Reconciliation

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 5,220,760	\$ 5,020,562
Other financing sources/uses (GAAP basis)	<u>59,859</u>	<u>276,309</u>
Subtotal (GAAP Basis)	5,280,619	5,296,871
Adjust tax revenue to accrual basis	(7,061)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(78,684)
Add end-of-year appropriation carryforwards from expenditures	-	101,173
To remove capital reserve funds	(343)	(12,970)
To record use of fund balance	173,120	-
Other timing issues	<u>-</u>	<u>(3,975)</u>
Budgetary basis	<u>\$ 5,446,335</u>	<u>\$ 5,302,415</u>

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. RSA 48:16 limits "deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a Town with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank." The Town's policy on custodial credit risk is to ensure prior to deposit that funds be secured by collateral having a market value at least equal to 102% of the amount deposited or invested.

As of December 31, 2014, none of the Town's bank balances of \$7,544,800 was exposed to custodial credit risk as uninsured or uncollateralized.

4. Investments

A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Presented below (in thousands) is the actual rating as of year-end for each investment of the Town. (All federal agency securities have an implied credit rating of AAA):

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Rating as of Year End</u>		
			<u>A</u>	<u>BBB</u>	<u>BB</u>
Corporate equities	\$ 100	N/A	\$ 75	\$ 24	\$ 1
Total investments	\$ 100		\$ 75	\$ 24	\$ 1

B. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Town's policy on custodial credit risk is to ensure prior to deposit that funds be secured by collateral having a market value at least equal to 102% of the amount deposited or invested.

C. Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer. Investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represent 5% or more of total investments are as follows:

<u>Investment Issuer</u>	<u>Amount</u>	<u>% of Total Investments</u>
AT&T	\$ 74,711	75%
Verizon	24,419	24%
TD Bank CD	834	1%
Total	<u>\$ 99,964</u>	

D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's policy on interest rate risk is to schedule maturities to coincide with projected cash flow needs, provided that the term of any investment not exceed 18 months.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

<u>Investment Type</u>	<u>Investment Maturities (in Years)</u>		
	<u>Fair Value</u>	<u>Less Than 1</u>	<u>N/A</u>
Corporate equities	\$ 100	\$ -	\$ 100
Total	<u>\$ 100</u>	<u>\$ -</u>	<u>\$ 100</u>

5. Taxes Receivable

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the year for which taxes have been levied. Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In March of the next year, a lien is recorded on delinquent property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs, and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town

annually budgets amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at December 31, 2014 consist of the following (in thousands):

Real Estate		
2014 Real Estate	\$ <u>391</u>	
		391
Unredeemed Taxes		
2012	21	
2011	<u>66</u>	
		87
Deferred Taxes		
		<u>7</u>
Total		\$ <u>485</u>

Taxes Collected for Others

The Town collects property taxes for the State of New Hampshire, the Litchfield School District and the County of Hillsborough. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

6. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts (in thousands):

	<u>Governmental</u>
Property taxes	\$ 19

7. Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the December 31, 2014 balances in interfund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ 2,394	\$ -
Special Revenue Funds:	-	963
Agency Funds:	<u>-</u>	<u>1,431</u>
Total	\$ <u>2,394</u>	\$ <u>2,394</u>

8. Due to School District

This represents the balance of the district assessment due to the Litchfield School District for the 2014/2015 school year.

9. Capital Assets

Capital asset activity for the year ended December 31, 2014 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Buildings and improvements	\$ 2,275	\$ 282	\$ (239)	\$ 2,318
Machinery, equipment, and furnishings	2,230	144	(34)	2,340
Infrastructure	<u>36,703</u>	<u>686</u>	<u>-</u>	<u>37,389</u>
Total capital assets, being depreciated	41,208	1,112	(273)	42,047
Less accumulated depreciation for:				
Buildings and improvements	(991)	(68)	4	(1,055)
Machinery, equipment, and furnishings	(1,369)	(167)	34	(1,502)
Infrastructure	<u>(17,454)</u>	<u>(920)</u>	<u>-</u>	<u>(18,374)</u>
Total accumulated depreciation	<u>(19,814)</u>	<u>(1,155)</u>	<u>38</u>	<u>(20,931)</u>
Total capital assets, being depreciated, net	21,394	(43)	(235)	21,116
Capital assets, not being depreciated:				
Land	<u>3,942</u>	<u>610</u>	<u>-</u>	<u>4,552</u>
Total capital assets, not being depreciated	<u>3,942</u>	<u>610</u>	<u>-</u>	<u>4,552</u>
Governmental activities capital assets, net	<u>\$ 25,336</u>	<u>\$ 567</u>	<u>\$ (235)</u>	<u>\$ 25,668</u>

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	\$ 57
Public safety	80
Highway	961
Culture and recreation	30
Sanitation	<u>27</u>
Total depreciation expense - governmental activities	<u>\$ 1,155</u>

10. Accounts Payable and Accrued Expenses

Accounts payable and accrued expenses represent 2014 expenditures paid in 2015.

11. Capital Lease Obligations

The Town is the lessee of certain equipment under capital and operating leases expiring in various years through 2015. Future minimum lease payments under the capital and operating leases consisted of the following as of December 31, 2014:

<u>Year</u>	<u>Capital Leases</u>
2015	\$ 22,099
2016	6,978
2017	6,978
2018	<u>6,978</u>
Total minimum lease payments	43,033
Less amounts representing interest	<u>(2,099)</u>
Present Value of Minimum Lease Payments	<u>\$ 40,934</u>

12. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. General obligation bonds currently outstanding are as follows:

<u>Governmental Activities:</u>	<u>Serial Maturities Through</u>	<u>Interest Rate(s) %</u>	<u>Amount Outstanding as of 12/31/14</u>
Ford F-450	07/09/15	3.66%	\$ 15,551
Police Cruisers	11/18/15	3.30%	<u>39,129</u>
Total Governmental Activities:			<u>\$ 54,680</u>

B. Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of December 31, 2014 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2015	\$ 54,680	\$ 1,890	\$ 56,570
Total	\$ 54,680	\$ 1,890	\$ 56,570

C. Changes in General Long-Term Liabilities

During the year ended December 31, 2014, the following changes occurred in long-term liabilities:

	Total* Balance 1/1/14	Additions	Reductions	Total Balance 12/31/14	Less Current Portion	Equals Long-Term Portion 12/31/14
<u>Governmental Activities</u>						
Bonds payable	\$ 108,803	\$ -	\$ (54,123)	\$ 54,680	\$ (54,680)	\$ -
Other:						
Capital lease	27,919	33,250	(20,235)	40,934	(20,484)	20,450
Compensated absences	157,294	14,874	-	172,168	(8,608)	163,560
Totals	\$ 294,016	\$ 48,124	\$ (74,358)	\$ 267,782	\$ (83,772)	\$ 184,010

*Note: Beginning balance has been reclassified from the prior year

13. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the government that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of December 31, 2014:

	<u>General Fund</u>	<u>Nonmajor Fund</u>
Unearned revenues	\$ 316,517	\$ 40,849

14. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

15. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of fund balances are reported at December 31, 2014:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes nonmajor governmental fund reserves for the principal portion of permanent trust funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes general fund encumbrances funded by bond issuances, various special revenue funds, and the income portion of permanent trust funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting, capital reserve funds set aside by Town Meeting vote for future capital acquisitions and improvements, and various special revenue funds.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period.

Unassigned - Represents amounts that are available to be spent in future periods.

Following is a breakdown of the Town's fund balances at December 31, 2014:

	General Fund	Conservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable				
Nonexpendable permanent funds	\$ -	\$ -	\$ 41,693	\$ 41,693
Total Nonexpendable	-	-	41,693	41,693
Restricted				
Conservation	-	426,192	-	426,192
Special Reveue Fund	-	-	808,207	808,207
Bonded Projects	-	-	61,550	61,550
Expendable Permanent Funds	-	-	152,921	152,921
Total Restricted	-	426,192	1,022,678	1,448,870
Committed				
Capital reserve funds	124,383	-	-	124,383
Capital project funds	-	-	-	-
Total Committed	124,383	-	-	124,383
Assigned				
For encumbrances:				
General government	44,840	-	-	44,840
Public safety	39,888	-	-	39,888
Highways	16,445	-	-	16,445
Total Assigned	101,173	-	-	101,173
Unassigned				
Unassigned	1,213,605	-	-	1,213,605
Total Unassigned	1,213,605	-	-	1,213,605
Total Fund Balance	\$ 1,439,161	\$ 426,192	\$ 1,064,371	\$ 2,929,724

16. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how undesignated fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	\$ 1,213,605
BTLA liability	103,641
Unearned revenues	316,517
Tax Rate Setting Balance	\$ 1,633,763

17. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

18. Post-Employment Healthcare and Life Insurance Benefits

The Town has implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time. However, the Town participates in a community-rated plan, which insurance premium rates reflect the health claim experience of all participating employers. As a result, it is appropriate to use the unadjusted premium as the basis for projecting retiree benefits. Since the Town does not provide a benefit to retirees, and it is reasonable for the Town to project benefits using unadjusted premiums, the Town does not have an OPEB liability.

19. Retirement System

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, (as amended by GASB 50) with respect to the employees' retirement funds.

A. Plan Description

Full-time employees participate in the State of New Hampshire Retirement System (the System), a multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service,

disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group. Funding policies, vesting requirements, contribution requirements and plan assets available to pay benefits are disclosed in the System's annual report available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. Funding Policy

The System is supported by member contributions, employer contributions, and net earnings on the investments of the trust fund. Member contribution rates are set by statute at 7.00% of member's compensation for *Group I* members (employees and teachers), 11.55% of member's compensation for *Group II* Police, and 11.80% of member's compensation for *Group II* Fire. Employer contributions are set by the System's Board of Trustees based on biennial actuarial valuations prepared as of June 30 on the odd numbered years (2011, 2013, etc.).

From January 1 through June 30, 2014, the Town was required to contribute 8.80% to the System for its eligible *Group I* employees, 19.95% for its eligible *Group II* Police employees, and 22.89% for its eligible *Group II* employees. From July 1 through December 31, 2014, the Town was required to contribute 10.77% to the System for its eligible *Group I* employees, 25.30% for its eligible *Group II* Police employees, and 27.74% for its eligible *Group II* Fire employees. The Town's total contributions to the System for the years ended December 31, 2014, 2013, and 2012 were \$323,123, \$284,062, and \$221,674, respectively, which equaled its annual required contributions for each of these years.

20. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three years.

21. Implementation of New GASB Standards

The GASB has issued Statement 68 *Accounting and Financial Reporting for Pensions*, which is required to be implemented in 2015. Management's current assessment is that this pronouncement will have a significant impact on the Town's basic financial statements by recognizing as a liability and expense, the Town's applicable portion of the New Hampshire Retirement System's actuarially accrued liability.

2015 TAX RATE CALCULATION

TOWN/CITY: LITCHFIELD

Gross Appropriations	5,669,698
Less: Revenues	2,442,344
Add: Overlay (RSA 76:6)	51,408
War Service Credits	114,977

Net Town Appropriation	3,393,739
Special Adjustment	0

Approved Town/City Tax Effort	3,393,739
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**TOWN
RATE 3.86**

SCHOOL PORTION

Net Local School Budget: Gross Approp-Revenue	19,048,369
Regional School Apportionment	0
Less: Education Grant	-5,680,133

Education Tax (from below)	-1,869,042
Approved School(s) Tax Effort	11,499,194

**LOCAL
SCHOOL
RATE 13.05**

EDUCATION TAX

Equalized Valuation (no utilities) x	1,869,042
836,987,588	

**STATE
SCHOOL
RATE 2.23**

COUNTY PORTION

Due to County	1,094,553
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Approved County Tax Effort	1,094,553
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**COUNTY
RATE 1.24**

Total Property Taxes Assessed	17,856,528
Less: War Service Credits	-114,977
Add: Village District Commitment(s)	0
Total Property Tax Commitment	17,741,551

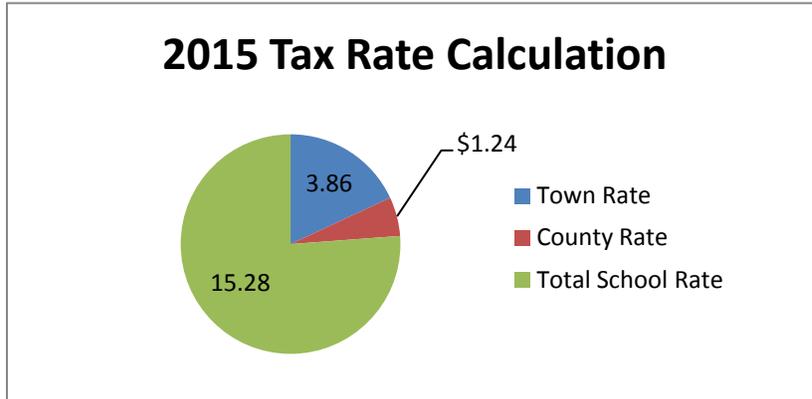
**TOTAL
RATE 20.38**

PROOF OF RATE

Local Assessed Valuation		Tax Rate	Assessment
Education Tax (no utilities)	836,987,588	2.23	1,869,042
All Other Taxes	880,994,288	18.15	15,987,486
			17,856,528

2012-2015 TAX RATE CALCULATION

2015 TAX RATE CALCULATION	
Town Rate	\$3.86
County Rate	\$1.24
Total School Rate	\$15.28
Total Rate	\$20.38



2014 TAX RATE CALCULATION	
Town Rate	\$3.74
County Rate	\$1.19
Total School Rate	\$15.77
Total Rate	\$20.70

2013 TAX RATE CALCULATION	
Town Rate	\$3.54
County Rate	\$1.16
Total School Rate	\$15.87
Total Rate	\$20.57

2012 TAX RATE CALCULATION	
Town Rate	\$3.57
County Rate	\$1.09
Total School Rate	\$15.15
Total Rate	\$19.81

2015 SUMMARY OF INVENTORY

VALUE OF LAND ONLY:

Current Use	\$	367,288.	
Residential Land		309,708,900.	
Commercial/Industrial		<u>10,429,800.</u>	
Total of Taxable Land			320,505,988.

VALUE OF BUILDINGS ONLY:

Residential	\$	493,380,100.	
Manufactured Housing		4,272,900.	
Commercial/Industrial		<u>23,260,300.</u>	
Total of Taxable Buildings			520,913,300.
Tax Exempt and Non-Taxable Buildings			28,686,200.

UTILITIES 44,006,700.

TOTAL VALUATION BEFORE EXEMPTIONS **885,425,988.**

Improvements to Assist Persons w/ Disabilities 35,400

MODIFIED ASSESSED VALUATION OF ALL PROPERTIES **\$ 885,390,588.**

Blind Exemptions:	\$	45,000.	
Elderly Exemptions:		<u>4,351,300.</u>	

TOTAL EXEMPTIONS \$4,396,300.

NET VALUATION ON WHICH THE TAX RATE IS COMPUTED \$ 880,994,288.

Less Public Utilities: 44,006,700

NET VALUATION WITHOUT UTILITIES ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED \$ 836,987,588.

ROAD IMPACT FEE SUMMARY

Impact Fees Used were Assessed and Collected 8/25/2011 – 11/2/2011

Collected \$14924.26 in 2015

DATE	ENCUMBERED	PURPOSE	CK DATE	EXPENDED	PURPOSE
	0		9/25/2014	\$4,121.60	Albq Extension Master Plan

CAMPBELL HIGH SCHOOL IMPACT FEE SUMMARY

Impact Fees last used in 2011 Encumbered 2/20/2011

Impact Fees Used were Assessed and Collected 2/25/2005-9/10/2010

Collected \$18057.81 in 2015

MUNICIPAL IMPACT FEE SUMMARY

Impact Fees last used in 2007

Impact Fees Used were Assessed and Collected 8/4/2003-8/27/2007

Refunded 6 year expiration \$1,129.57 2014

	CK DATE	EXPENDED	VENDOR	PURPOSE
	3/10/2015	33.46	Eric Lavoie	Refund 6 yr
	3/10/2015	33.46	Eric Lavoie	Refund 6 yr
	3/3/2015	41.88	Sterling Homes	Refund 6 yr
	3/3/2015	31.61	LaMontagne	Refund 6 yr
	7/21/2015	30.41	Ashwood	Refund 6 yr
	7/14/2015	26.49	LaMontagne	Refund 6 yr
	7/14/2015	31.47	LaMontagne	Refund 6 yr
	7/21/2015	30.62	Ashwood	Refund 6 yr
	8/25/2015	22.56	LaMontagne	Refund 6 yr
	11/24/2015	27.56	Ashwood	Refund 6 yr
	11/24/2015	30.07	Ashwood	Refund 6 yr
	8/25/2015	23.41	LaMontagne	Refund 6 yr
Total Refunded 2015		\$363.00		

COLLECTED \$470.73 in 2015

ELEMENTARY IMPACT FEE SUMMARY

Encumbered 11/28/2011/Spent

Impact Fees Used were Assessed and Collected 11/29/2005-3/9/2006

	CK DATE	EXPENDED	VENDOR	PURPOSE
	3/10/2015	3,666.58	Eric Lavoie	Refund 6 yrs
	3/10/2015	3,666.58	Eric Lavoie	Refund 6 yrs
	3/3/2015	4,586.22	Sterling Homes	Refund 6 yrs
Total Refunded 2015		\$11,919.38		

COLLECTED \$37,274.25 in 2015

SCHEDULE OF TOWN PROPERTY

Map - Lot	Location	Acres	Land	Building	Total
01 - 78	24 Amsterdam Circle	1.10	40,800	0	40,800
01 - 79	26 Amsterdam Circle	1.01	40,400	0	40,400
01 - 80	25 Amsterdam Circle	1.10	40,800	0	40,800
01 - 92	22 Amsterdam Circle	1.35	41,600	0	41,600
02 - 106	7 Rotterdam Drive	1.00	117,200	0	117,200
02 - 107	9 Rotterdam Drive	1.10	117,600	0	117,600
02 - 110	10 Rotterdam Drive	1.10	117,600	0	117,600
02 - 111	8 Rotterdam Drive	1.10	117,600	0	117,600
02 - 115	15 Amsterdam Circle	1.10	123,800	0	123,800
02 - 128	27 Cutler Road	4.11	116,900	0	116,900
02 - 132	18 Amsterdam Circle	1.35	41,600	0	41,600
02 - 133	46 Cutler Road	7.06	126,700	0	126,700
02 - 43	286 Derry Road	0.28	500	0	500
02 - 83	31 Cutler Road	0.99	10,600	0	10,600
02 - 87	51 Cutler Road	4.20	181,300	0	181,300
02- 120	14 Amsterdam Circle	2.43	128,400	0	128,400
04 - 32	111 Page Road	21.60	152,300	0	152,300
05 - 133	12 Cranberry Lane	1.50	92,900	0	92,900
05 - 136	8 Cranberry Lane	1.01	117,200	0	117,200
05 - 142	57 Page Road	1.00	61,700	0	61,700
05 - 144	60 Page Road	0.16	7,200	0	7,200
05 - 147	Albuquerque Ave	0.96	94,900	0	94,900
05 - 150	9 Albuquerque Ave	12.25	133,600	0	133,600
05 - 237	BL3 Page Road	8.00	13,300	0	13,300
05 -196	75 Page Road	8.00	268,600	0	268,600
05 -274	OFF Albuquerque Ave	21.60	156,200		156,200
07 - 119	2 Grouse Lane	1.41	126,300	17,200	143,500
07 - 121	4 Wood Hawk Way	12.12	360,700	214,500	575,200
07 - 124	19 Charles Bancroft Hwy	17.00	13,400	0	13,400
07 - 62	81 Talent Road	4.10	122,500	0	122,500
07 - 64	83 Talent Road	6.77	152,200	0	152,200
07 - 06	21 Birch St.	6.00	654	0	654
07 - 07	22 Birch St.	4.00	14,200		14,200
07 - 59	25 Campbell Drive	17.10	25,000		25,000
07 - 125	BL17 Birch	26.50	2,590		2,590
07 - 126	BL15 Birch	14.00	1,250		1,250
08 - 02	17 Foxwood lane	25.73	130,300	0	130,300
08 - 129	4 Grouse Lane	1.78	153,600	0	153,600
08 - 130	6 Grouse Lane	1.57	177,400	0	177,400
08 - 95	26 Wood Hawk Way	1.34	118,300	0	118,300
09 - 18	210 Charles Bancroft Hwy	2.09	86,800	0	86,800
09 - 21	211 Charles Bancroft Hwy	12.23	219,900	0	219,900
09 - 30	17 Pinecrest Raod	5.20	129,800	0	129,800
09 - 32	19.5 Pinecrest Road	1.10	106,900	0	106,900
09 - 42	13.5 Brick Yard Drive	4.70	123,300	1,900	125,200

Map - Lot	Location	Acres	Land	Building	Total
09 - 74	11 McElwain Drive	0.91	11,400	0	11,400
10 - 60	23.5 Nesenkeag Drive	3.11	111,900	0	111,900
11 - 10	BL129 Wren Street	5.47	18,200	0	18,200
11 - 15	BL149 Pinecrest Road	16.00	37,900	0	37,900
12 - 12	250 Charles Bancroft Hwy	8.80	223,700	0	223,700
12 - 14	255/7 Charles Bancroft Hwy	2.10	151,400	566,700	718,100
12 - 18	264 Charles Bancroft Hwy	1.80	119,800	0	119,800
12 - 19	268 Charles Bancroft Hwy	0.40	8,400	0	8,400
12 - 22	269 Charles Bancroft Hwy	1.70	157,400	318,400	475,800
12 - 22A	269A Charles Bancroft Hwy	0.26	7,200	0	7,200
12 - 23	275 Charles Bancroft Hwy	15.70	217,100	0	217,100
12 - 25	B273 Albuquerque Ave	51.10	299,300	0	315,400
12 - 33	258 Charles Bancroft Hwy	0.84	19,200	0	19,200
13 - 10	9A Nathan Drive	3.00	123,200	0	123,200
13 - 51	13 Muscovy Drive	4.20	13,200	0	13,200
13 - 54	12 Muscovy Drive	3.86	6,400	0	6,400
13 - 6	9B Nathan Drive	3.67	6,100	0	6,100
13 - 60	Albuquerque Ave	8.70	118,700	0	118,700
13 - 70	4 Greenwich Road	21.12	134,600	0	134,600
13 - 86	1 Carlisle Drive	0.32	8,300	0	8,300
14 - 21	143 Pinecrest Road	5.65	203,300	0	203,300
14 - 36	27 Locke Mill Drive	43.07	214,700	0	214,700
14 - 48	5 Hillcrest Road	6.80	93,700	0	93,700
14 - 49	9 Rookery Way	19.00	125,800	0	125,800
14 - 66	Hillcrest Road	32.50	214,900	0	214,900
14 - 67	24 Hillcrest Road	25.39	33,000	0	33,000
14 -125	11 Evergreen Circle	18.50	113,800	0	113,800
14 -138	49 Tanager Way	0.93	135,900	0	135,900
15 - 10	321 Charles Bancroft Hwy	0.97	111,300	0	111,300
15 - 22	296 Charles Bancroft Hwy	13.62	462,200	0	462,200
15 - 28	151 Hillcrest Road	35.35	343,000	225,300	568,300
15 - 31	152 Hillcrest Road	2.80	121,400	0	121,400
16 - 09	119 Hillcrest Road	19.56	57,900	0	57,900
16 - 42	2 Liberty Way	20.50	805,400	648,900	1,454,300
17 - 02	BL41 Heron Drive	21.00	189,800	0	189,800
17 - 04	BL98 Hillcrest Road	23.46	68,700	0	68,700
17 - 05	BL55 Aldrich Street	55.50	229,300	0	229,300
17 - 10	27 Colonial Drive	52.90	152,800	0	152,800
17 - 38	BL138 Tanager Way	1.34	4,400	0	4,400
18 - 134	17 Sybil Lane	1.32	13,400	0	13,400
18 - 136	15 Sybil Lane	1.06	12,500	0	12,500
18 - 137	13 Sybil Lane	1.09	12,600	0	12,600
18 - 150	25 Garden Drive	0.29	8,300	0	8,300
18 - 79	2 Pearson Street	2.76	129,600	33,600	163,200
19 - 101	123 Aldrich Street	15.00	140,400	0	146,200
Map - Lot	Location	Acres	Land	Building	Total

19 - 132	16 Nesmith Court	4.70	14,900	0	14,900
19 - 142	17 Garden Drive	2.77	12,900	0	12,900
19 - 244	58 Brenton Street	34.77	200,300	0	212,000
19 - 245	85 Brenton Street	17.47	118,200	0	118,200
19 - 77	56 Century Lane	1.92	13,200	0	17,200
19 -102	55 Brenton Street	9.31	19,200	0	23,500
20 - 117	9 Sybil Lane	1.04	12,400	0	12,400
20 - 44	13 Jeff Lane	1.09	123,700	0	123,700
20 - 45	15 Jeff Lane	1.09	123,700	3,200	126,900
20 - 46	17 Jeff Lane	1.09	123,700	1,800	125,500
20 -119	11 Sybil Lane	1.07	12,500	0	12,500
21 - 59	16 Jeff Lane	1.11	123,800	0	123,800
22 - 10	BL520 CBH	13.45	165,600	0	165,600
22 - 13	528 Charles Bancroft Hwy	19.50	171,400	0	171,400
22 - 23	12 Brook Road	5.30	155,800	18,800	174,600
22 - 98	OFF CBH	0.70	<u>10,400</u>	-	<u>10,400</u>
Total			\$11,709,194	\$2,050,300	\$13,801,394

DETAIL EXPENSE REPORT 2015

EXECUTIVE

Appropriation Expended: **114,135.00**

Town Administrator	97,579.35
Selectmen's Salaries	6,000.00
Health Insurance	6,765.98
Dental Insurance	1,033.94
Selectmen's Allowance	149.50
Clerical Support	3,996.91
Dues & Subscriptions	120.00
Books & Periodicals	17.98
Mileage & Tolls	460.44
BOS Training	120.00
Background Checks	49.75
Total	116,293.88

Surplus/(Deficit) **(2,158.88)**

TOWN MEETING

Appropriation Expended: **6,689.00**

Ballot Clerks	570.62
Moderator	1,307.12
Clerical Support	350.00
Seminars/workshops	40.00
Annual Town Report	340.35
Election Provisions	101.55
Optech Programming Support	869.00
Ballots	1,810.00
Total	5,181.64

Surplus/(Deficit) **1,507.36**

TOWN CLERK

Appropriation Expended: **94,180.00**

Deputy Town Clerk	22,081.76
Clerk Wages	14,900.26
Town Clerk Salary	32,977.52
Overtime Deputy	80.06
Health Insurance	14,680.84
Dental Insurance	1,029.80
Software Support	4,921.45
Dues & Subscriptions	20.00
Dog Tag & License Form	328.85
Printer Cartridges	350.00
Postage	5,201.64

Mileage & Tolls	463.92
Seminars & Conventions	521.90
Total	97,557.60

Surplus/(Deficit) (3,377.60)

ACCOUNTING & AUDITING

Appropriation Expended: 204,266.00

Sec/Bookkeeping Staff	144,420.17
Stipend-Treasurer & Deputy	7,999.96
Stipend-Trustees of TF Overtime	175.92
Sec/Bookkeeping	703.20
Health Insurance	25,521.93
Dental Insurance	2,059.67
Software Support	4,433.05
Recording Fees	49.47
Printing	617.97
Dues & Subscriptions	40.00
Office Supplies	1,962.17
Postage	1,426.86
Mileage & Tolls	2,541.25
Seminars	65.00
Auditing Services	19,500.00
Total	211,516.82

Surplus/(Deficit) (7,250.62)

INFORMATION TECHNOLOGY

Appropriation Expended: 128,929.00

Telephone & Data	28,904.16
Software Support	8,423.04
Equipment & Maintenance	22,946.95
Equipment Purchase	13,796.41
Equipment Lease	1,130.51
	<u>75,201.07</u>

Surplus/(Deficit) 53,727.93

TAX COLLECTOR

Appropriation Expended: 91,115.00

Deputy Tax Collector	22,081.76
Clerk Wages	14,900.58

	Tax Collector Salary	32,477.52	
	Overtime	80.38	
	Health Insurance	14,680.90	
	Dental Insurance	1,029.87	
	Property Title Research	677.83	
	Recording Fees	312.06	
	Software Support	3,287.00	
	Dues & Subscriptions	20.00	
	Postage	4,722.30	
	Mileage & Tolls	227.99	
	Seminars & Convention	523.50	
	Total	95,021.69	
Surplus/(Deficit)			(3,906.69)

REVALUATION OF PROPERTY

Appropriation Expended:			57,046.00
	Assessing Services	54,228.68	
	Assessing Software	0.00	
	Total	54,228.68	
Surplus/(Deficit)			2,817.32

LEGAL EXPENSE

Appropriation Expended			20,400.00
	Town Atty. Legal Svs.		5,724.56
Surplus/(Deficit)			14,675.44

PERSONNEL ADMINISTRATION

Appropriation Expended:			497,988.00
	Short Term Disability	10,401.16	
	Social Security Taxes	68,578.83	
	Medicare Taxes	30,999.97	
	Employee Retirement	66,999.30	
	Firefighter Retirement	38,229.11	
	Police Retirement	229,439.72	
	Unemployment	3,698.12	
	Workers Compensation	48,098.92	
	Total	496,444.83	
Surplus/(Deficit)			1,543.17

PLANNING BOARD

Appropriation **53,302.00**
Expended:

Admin. Assistant	26,430.05
Health Insurance	7,809.06
Dental Insurance	458.67
Public Notices & Ads	794.38
NRPC Planner	18,257.58
Postage	2.00
Books & Periodicals	32.95
Mileage & Tolls	60.38
Seminars	260.70
Total	<u>54,105.77</u>

Surplus/(Deficit) **(803.77)**

ZONING BOARD OF ADJUSTMENT

Appropriation **480.00**
Expended:

Public Notices & Ads	110.25
Books & Periodicals	7.00
Seminars	0.00
Total	<u>117.25</u>

Surplus/(Deficit) **362.75**

GENERAL GOVERNMENT BUILDINGS

FACILITIES
Appropriation **94,779.00**
Expended:

Custodian	8,794.56
Mtg. House Fire Alarm	
Phone	0.00
County Prison Comm.	0.00
Electricity	16,466.27
Propane Gas	6,056.09
Water Charges	1,792.18
Meeting House Electricity	412.32
Building Maint. & Repairs	2,037.42
Eq. Repair & Maint.	9,075.48
Gasoline	44,040.18
Generator Fuel	92.70
Custodial Maint	
Supplies	1,266.41
Furniture/Fixture	
Purchase	529.88
Loss/Gain Tax Deeded	
Property	2,907.81
Total	<u>93,471.40</u>

Surplus/(Deficit) **1,307.60**

CEMETERIES**Appropriation Expended: 7,483.00**

Grounds keeping	6,520.00
Pinecrest Water	170.32
Hillcrest Bldg/Monument Repair	22.65
Total	6,712.88

Surplus/(Deficit) 770.12**INSURANCE****Appropriation Expended: 63,505.00**

General Liability	59,517.65
Insurance Deductibles	3,072.13
Total	62,589.78

Surplus/(Deficit) 915.22**ADVERTISING & REGIONAL ASSNS****Appropriation Expended: 14,109.00**

Printing	664.98
Public Notice & Ads	806.34
Dues & Subscriptions	13,011.10
Total	14,482.32

Surplus/(Deficit) (373.32)**POLICE DEPARTMENT****Administration Appropriation 1,424,541.00**

PD Salary-Administration	181,628.32
PD Wages-Officers	564,450.44
Wages-Admin Asst.	36,299.05
Part-Time Officers	47,220.17
Overtime-Officers	118,826.96
Overtime Captain	12,558.92
PD Wages-Court OT	7,154.25
Overtime Training	14,670.32
Uniform Allowance	4,623.52
Community Detail	3,962.45
Health Insurance	194,646.18
Dental Insurance	12,345.20
Long-term Disability	2,083.08
Life Insurance	936.00
Uniforms & Accessories	7,649.80

Emergency Response Team	5,000.00
Shredding Service	330.00
Telephone	2,742.00
Prosecutor Contracted	62,117.64
Dues & Subscriptions	705.00
Software Support	10,451.99
Child Advoc. Center	1,900.00
Community Relations	346.22
Office Supplies	1,544.54
Books & Periodicals	1,168.22
Equipment Purchase	7,947.50
Cruiser Purchase	123,533.37
Ammunition/Supplies	6,598.05
General Supplies	2,107.40
Equipment Maint. & Repair	1,592.34
Printing	440.00
Vehicle Repair & Maintenance	13,293.58
Seminars & Conventions	20,985.83
Detail Vehicle Reimbursement	-10,308.75
Total	1,461,549.59

Surplus/(Deficit) (37,008.59)

SUPPORT SERVICES

Appropriation 146,846.00

Expended:

Sec/Dispatch wages	89,112.28
Dispatch Coverage	15,276.58
Sec/Disp Overtime	312.18
Uniform Allowance	700.00
Health Insurance	12,892.29
Dental Insurance	942.08
Uniforms & Accessories	693.06
Dispatch Serv. Contract	27,384.00
Total	147,315.47

Surplus/(Deficit) (469.47)

AMBULANCE

Appropriation 51,500.00

Expended:

Ambulance Service Charges	36,252.17
Bad Debt	11,500.00
Total	47,752.17

Surplus/(Deficit) 3,747.83

FIRE DEPARTMENT

ADMINISTRATION

Appropriation

483,104.00

Expended:

Wages-Fire Chief	43,133.64
Wages-FT Firefighter/EMT	119,612.08
Wages-Call Firefighter	75,760.96
Wages-Training	33,594.51
Fire Inspector	4,133.35
Overtime-Firefighter/EMT	9,085.53
Overtime-Training-FF	6,433.29
Dispatch Service Contract	6,432.00
Instructor Services	7,201.60
Electricity	5,533.10
Heat	2,924.14
Station Repairs & Maintenance	4,650.60
General Supplies	479.58
Community Relations Supplies	351.29
Equipment Repair & Maintenance	18,442.04
Vehicle Fuel	5,901.18
Custodial Maintenance	383.71
Vehicle Repairs & Maint	35,672.96
Medical Supplies	3,188.73
Provisions	203.43
Equipment Leases	924.53
FD Seminars & Conventions	6,538.07
Short Term Disability	3,676.00
Dental Insurance	1,800.38
FD Health	30,127.07
FD Uniforms Allowance	300.00
FD Uniforms & Accessories	4,030.36
Computer Software Cont. Pre-employment Phy/Tests	1,607.63
Dues & Subscriptions	3,216.50
Office Supplies	1,084.00
Postage	437.57
FD Books & Periodicals	49.58
Protective Gear	590.38
Equip. Purchases	4,169.64
Total	28,238.67
	469,902.10

Surplus/(Deficit) 13,201.90

FIRE HYDRANTS

Appropriation Expended: 295,308.00

FD Hydrants 309,472.31

Surplus/(Deficit) (14,164.31)

CODE ENFORCEMENT

Appropriation Expended: 76,195.00

Code Enforce. Salary 68,946.12
Temp. Inspect. Wages 395.85
Dental Insurance 427.00
Health Insurance 6,453.13
Telephone 0.00
Printing 136.13
Dues Licenses & Subscript 595.00
Books & Periodicals 0.00
Vehicle Repair/Maint 2,656.74
Seminars & Conventions 3.00
Totals 79,612.97

Surplus/(Deficit) (3,417.97)

EMERGENCY MANAGEMENT

Appropriation Expended: 11,756.00

Software Support 4,672.00
Hazmat District Assess 6,714.87
Equipment Purchases 540.00
Total 11,926.87

Surplus/(Deficit) (170.87)

HIGHWAY AND STREETS

Road Agent's Office Appropriation Expended: 25,238.00

Road Agent Salary 913.48
Consulting Engineer Service 4,781.66
Electricity 3,047.87
Propane Heat 5,887.61
Dues & Subscriptions 50.00
Seminars 0.00

	Bldg Maint/Repair	2,806.08	
	Total	17,486.70	
Surplus/(Deficit)			7,751.30

ROAD MAINTENANCE

Appropriation			565,976.00
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Expended:

Workmen Wages	98,653.59
Workmen Overtime	12,986.60
Contractor Services	87,333.16
Catch Basin Clean Outs	9,660.00
Catch Basin Replacement	9,100.00
Equipment Rental	2,750.00
Pavement	
Striping/Markings	12,045.28
Tree Removal	0.00
Road Sweeping	8,000.00
Culvert Replacement	0.00
Road Maint/Improvement	718.60
Highway Expense	
Reimbursement	-6,973.33
General Supplies	5,323.08
Vehicle Fuel	11,063.36
Vehicle	
Repair/Maintenance	38,750.99
Tire Purchases	0.00
Gravel Purchase	140.49
Sand	6,826.60
Salt	81,167.16
Asphalt/Cold Patch	
Purchase	3,577.44
Signs, Posts & Accessories	3,583.28
HW Block Grant Road	
Improvements	171,870.85
Equipment Purchase	5,184.30
Vehicle Lease	25,901.95
Vehicle Purchase	0.00
Total	587,927.40

Surplus/(Deficit)			(21,951.40)
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STREET LIGHTING

Appropriation			10,925.00
Expended:			

Street Lights-Utility Fees	12,908.74
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Surplus/(Deficit)			(1,983.74)
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SANITATION

ADMINISTRATION

Appropriation 342,125.00
Expended:

Facility Manager	55,593.36
Wages-Staff	65,495.55
Overtime	1,048.14
Health Insurance	16,867.20
Dental Insurance	1,329.34
Dues/Northeast Resource	6,807.97
Electricity	6,336.84
Propane	312.00
Building Repair & Maintenance	4,053.59
General Supplies	796.80
Equipment Repair & Maint	2,986.50
Diesel Fuel	0.00
Uniforms & Accessories	1,542.06
Demolition Material Disposal	78,741.01
Solid Waste Disposal	98,237.75
Recyclables Direct Disposal	487.27
Electronics Recycling	0.00
Equipment Lease	14,539.17
SW Mileage & Tolls	34.29
Seminars/Workshops	175.00
Total	356,383.84

Surplus/(Deficit) (14,258.84)

HEALTH DEPARTMENT

Appropriation 1,636.00
Expended:

Health Officer Salary	1,390.52
Water Analysis	120.00
Dues & Subscriptions	35.00
Seminars & Conventions	0.00
Total	1,545.52

Surplus/(Deficit) 90.48

MOSQUITO DISTRICT

Appropriation 31,150.00
Expended:

Contracted Services	29,950.00
General Supplies	274.18
Total	30,224.18

Surplus/(Deficit) 925.82

ANIMAL CONTROL

Appropriation **15,417.00**
Expended:

Animal Control Officer	10,947.10
Mileage Allowance	2,400.00
General Supplies	0.00
Electricity	652.12
Dues & Licenses	200.00
Building	
Repairs/Maintenance	443.00
Equipment Purchases	0.00
Total	14,915.22

Surplus/(Deficit) **774.78**

HEALTH AGENCIES

Appropriation **0.00**
Expended:

Child Advocacy Center	<u>0.00</u>
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Surplus/(Deficit) **0.00**

WELFARE

VENDOR PAYMENTS

Appropriation **16,750.00**
Expended:

Prescriptions/Medical	0.00
Electricity	1,004.97
Heating Oil/Gas	1,067.34
Groceries, household items	0.00
Housing (rent)	925.00
Funeral	1,500.00
Water	<u>0.00</u>
Total	4,497.31

Surplus/(Deficit) **12,252.69**

PARKS AND RECREATION

**ADMINISTRATION &
PROGRAMS**

Appropriation **80,317.00**
Expended:

Wages-Custodian	5,787.60
General Supplies	845.71
Electricity	6,883.21
Chem Toilet Rental	1,814.71
Equipment Repair/Maint	3,872.82
Field Improvement/Cap	1,580.00
Field Maintenance	40,886.78
Equipment Purchases	1,874.00
Furniture/Fixture	
Purchase	0.00
Public Notices & Ads	0.00
Water	1,350.77
Building Repair & Maint.	4,055.81
Propane-Talent Hall	4,184.37
Trash Container Services	3,367.80
Program Expenses	895.49
Total	<u>77,399.82</u>

Surplus/(Deficit) **2,917.18**

LIBRARY

Appropriation **202,689.00**
Expended:

Library Appropriation	<u>202,689.00</u>
Total	202,689.00

Surplus/(Deficit) **0.00**

PATRIOTIC PURPOSES

Appropriation **902.00**
Expended:

Mem Day Gen Supplies	<u>1,386.29</u>
Total	1,386.29

Surplus/(Deficit) **(484.29)**

CONSERVATION

Appropriation **1,580.00**
Expended:

Property Management	61.25
Dues & Subscriptions	400.00
General Supplies	138.37
Mileage & Tolls	77.23

	Seminars & Meetings	125.00	
	Youth Fishing Derby	<u>790.72</u>	
	Total	1,592.57	
Surplus/(Deficit)			(12.57)

DEBT SERVICE

Appropriation			1.00
Expended:		0.00	
Surplus/(Deficit)			1.00

WARRANT ARTICLES

Appropriation			437,220.00
Expended:			

2015 Article 6 Road Improvement	200,000.00
2015 Article 7 Fire Dept Air Pack	141,910.80
2015 Article 8 FD Utility Truck	20,000.00
2015 Article 10 Public Works TF	12,970.00
2015 Article 13 Human services	11,250.00
2015 Article 14 *Wage Plan	<u>0.00</u>
	386,130.80

*overspent payroll expense lines as offset

Surplus/(Deficit)			51,089.20
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COMPARATIVE STATEMENT-REVENUE

Year Ending December 31, 2015

SOURCE	2015	2015	2016
	MS-4	Actual	Anticipated
TAXES			
Land Use Change Tax (20%)	17,000.00	18,115.00	17,000.00
Timber Taxes	2,500.00	6,084.13	2,500.00
Payment in Lieu of Taxes	31,990.00	26,451.19	31,000.00
Excavation Taxes	1,600.00	1,609.94	1,600.00
Penalties & Interest on Taxes	32,574.00	33,746.01	32,574.00
TOTAL	85,664.00	86,006.27	84,674.00
BUSINESS LICENSES & PERMITS			
Hawkers & Peddlers	150.00	150.00	100.00
Junk Yard Permits	25.00	25.00	25.00
Home Occupation Permits	375.00	375.00	525.00
UCC Filings	800.00	930.00	800.00
TOTAL	1,350.00	1,480.00	1,450.00
MOTOR VEHICLE PERMIT			
Municipal Agent	31,500.00	31,168.00	31,500.00
Motor Vehicle Registration	1,465,000.00	1,546,090.74	1,500,000.00
Motor Vehicle Title	3,500.00	3,590.00	3,500.00
TOTAL	1,500,000.00	1,580,848.74	1,535,000.00
BUILDING PERMITS			
Building Permits	18,000.00	30,767.12	25,000.00
Electrical Permits	3,000.00	3,930.00	3,000.00
Mechanical Permits	2,500.00	3,645.00	2,500.00
Plumbing Permits	200.00	140.00	200.00
Well Permits	40.00	100.00	40.00
Septic System Permits	500.00	750.00	500.00
Swimming Pool Permits	300.00	400.00	300.00
Burner Permits	50.00	100.00	50.00
TOTAL	24,590.00	39,832.12	31,590.00
OTHER LICENSE PERMITS & FEES			
Dog License Fees	6,700.00	6,924.50	6,700.00
Dog Fines & Penalties	1,750.00	2,432.00	2,000.00
Marriage Licenses	200.00	217.00	200.00
Certified Copies	1,100.00	1,441.00	1,100.00
Hunting & Fishing Licenses	300.00	336.00	300.00
Pole Permits	10.00	30.00	0.00

COMPARATIVE STATEMENT-REVENUE

(continued)

SOURCE	2015	2015	2016
	<u>MS-4</u>	<u>Actual</u>	<u>Anticipated</u>
OTHER LICENSE PERMITS & FEES			
Boat Registrations	18,500.00	19,512.77	18,500.00
Pistol Permit Fees	1,200.00	1,740.00	1,200.00
Sex Offender Registration Fees	30.00	30.00	0.00
TOTAL	29,790.00	32,663.27	30,000.00
FEDERAL GOVERNMENT			
Fish & Wildlife	373.00	373.00	373.00
	373.00	373.00	373.00
STATE OF NEW HAMPSHIRE			
Meals & Room	402,168.00	402,167.97	402,000.00
Highway Block Grant	185,251.00	186,848.60	193,000.00
Forest Land Reimbursement	159.00	159.38	159.00
TOTAL	587,578.00	589,175.95	595,159.00
CHARGES FOR SERVICES			
Tax Map Update Fees	325.00	375.00	325.00
Planning Subdivision Applications	275.00	700.00	500.00
CC Wetland Decals	0.00	0.00	0.00
Sign Permit Applications	0.00	0.00	0.00
Site Plan Reviews	275.00	275.00	275.00
Planning Board Abutter Notices	63.00	111.78	100.00
Planning Advertising Fees	200.00	200.00	200.00
ZBA Variance Applications	100.00	100.00	100.00
TC Postage Reimbursement	8,500.00	8,585.10	8,500.00
TC Return Check Charges	350.00	740.00	350.00
TC Copier Charge	0.00	42.00	0.00
Duplicate Dog Tag	4.00	4.00	4.00
Duplicate Tax Bills	60.00	40.00	0.00
Landlord Fee	5.00	5.00	5.00
FD Copies Fire Report	0.00	30.00	0.00
Police Reports	800.00	1,150.00	800.00
Police App/Testing Charges	0.00	0.00	0.00
Witness & Jury Fees	1,100.00	1,299.55	1,000.00
Town Office Copier Charges	34.00	28.00	0.00
PB Staff/Secretarial Reimbursement	0.00	200.00	0.00
Welfare Assistance Reimbursement	700.00	750.00	700.00
Voter Checklist Sales	349.00	349.00	349.00
CoOp Various Recyclables	13,000.00	5,173.80	6,500.00
SW Other Materials	7,000.00	14,521.15	7,000.00
TOTAL	33,140.00	34,679.38	26,708.00

COMPARATIVE STATEMENT-REVENUE

(continued)

	2015	2015	2016
	<u>MS-4</u>	<u>Actual</u>	<u>Anticipated</u>
MISCELLANEOUS			
Seymour Restitution	400.00	621.38	400.00
Meeting House Lease	1.00	1.00	1.00
Meeting House Electricity	450.00	453.42	450.00
Parking Tickets	50.00	0.00	0.00
Voided Stale Checks	0.00	104.66	0.00
Fire Detail Admin Fees	168.00	276.00	168.00
Police Detail Admin Fees	40.00	969.42	0.00
School Fuel Reimbursement	2,000.00	2,378.90	2,000.00
Miscellaneous	11,500.00	11,782.31	500.00
TOTAL	14,559.00	16,587.10	3,519.00
TRANSFERS FROM SPECIAL FUNDS			
	0.00	21.63	0.00
Detail Vehicle Reimbursement	0.00	0.00	10,000.00
Detail Worker Comp	0.00	0.00	2,000.00
Detail Unemployment	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
	0.00	21.63	12,500.00
SALE OF MUNICIPAL PROPERTY			
Sale of Town Property	<u>500.00</u>	<u>150.00</u>	<u>500.00</u>
Sale of Cemetery Lots	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>
INTEREST			
Interest on Investments	1,200.00	2,682.03	1,200.00
Bank Credits	0.00	0.00	0.00
TOTAL	1,200.00	2,682.03	1,200.00
FINES & FORFEITS			
Restitution Property Damage	600.00	875.00	600.00
INSURANCE DIVIDENDS & REIMBU			
Property Liability Ins Refunds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OF ALL SOURCES	2,279,344.00	2,386,174.49	2,323,273.00

COMPARATIVE STATEMENT 2015-2016

Account	2015 Appropriation	2015 Actual	2016 Requested
Board of Selectmen/Executive	114,135.00	116,293.88	112,247.00
Town Meeting	6,689.00	5,181.64	13,674.00
Town Clerk	94,180.00	97,557.60	99,277.00
Accounting	204,266.00	211,516.62	215,024.00
Information Technology	128,929.00	75,201.07	102,126.00
Tax Collection	91,115.00	95,021.69	95,937.00
Assessing	57,046.00	54,228.68	50,606.00
Legal	20,400.00	5,724.56	15,000.00
Personnel Administration	497,988.00	496,444.83	534,547.00
Planning	53,302.00	54,105.77	53,922.00
Zoning	596.00	117.25	596.00
General Government Facilities	94,779.00	93,471.40	89,871.00
Cemeteries	7,483.00	6,712.88	7,483.00
Insurance	63,505.00	62,589.78	61,124.00
Advertising & Regional Assns	14,109.00	14,482.32	14,109.00
Police Administration	1,424,541.00	1,461,549.59	1,437,295.00
Police Support Services	146,846.00	147,315.47	151,118.00
Ambulance	51,500.00	47,752.17	46,500.00
Fire Administration	483,104.00	479,736.63	512,311.00
Fire Hydrants	295,308.00	309,472.31	296,128.00
Code Enforcement	76,195.00	79,612.97	78,492.00
Emergency Management	11,756.00	11,926.87	11,887.00
Road Agent	25,238.00	17,486.70	46,488.00
Road Maintenance	565,976.00	587,927.40	620,721.00
Street Lighting	10,925.00	12,908.74	13,000.00
Sanitation - Administration	342,125.00	356,383.84	365,658.00
Health Department	1,636.00	1,545.52	1,646.00
Mosquito District	31,150.00	30,224.18	31,000.00
Animal Control	15,417.00	14,642.22	15,417.00
Health Agencies	0.00	0.00	0.00
Welfare	16,750.00	4,497.31	10,000.00
Parks & Rec Administration	80,317.00	77,399.82	83,029.00
Library	202,689.00	202,689.00	207,017.00
Patriotic Purposes	902.00	1,386.29	902.00
Conservation	1,580.00	1,592.57	1,760.00
Debt Service	1.00	0.00	1.00
Reserved for Encumbrances	<u>101,172.91</u>	<u>93,477.51</u>	<u>14,695.40</u>
Total	5,333,650.91	5,318,342.55	5,410,648.40

TREASURER'S REPORT

General Fund Account **\$5,539,902.54**

ESCROW ACCOUNTS

Continental Quarry	\$5,201.37
Continental Paving Inc.	\$2,090.39
Continental Paving	\$3,895.47
Homes by Paradise	\$1,070.66
VAB Properties	\$1,067.15
Homes by Paradise	\$742.93
Pinecreek Village LLC	\$4,749.35
R & D Londonderry	\$1,698.71
Maurice B. Morin	\$2,775.94
Maurice B. Morin	\$28,410.66
K & M Development	\$4,989.61
Sousa Pinewood	\$9,687.00
Sousa Road Bond - Hamel	\$30,035.63
Sousa Trench	\$2,502.09
Sousa Hamel Extension	\$7,373.28
Sousa Road Bond	\$46,012.53
Richard Charbonneau – Page Rd.	\$1,172.20
L&J Vigeant	\$3,847.09
Leslie Lane	\$1,270.24

SUB ACCOUNTS

Ambulance Revolving	\$22,324.09
Cable Equipment	\$45,106.44
Cable Revolving	\$104,000.55
Conservation Education	\$4,082.28
Conservation Fund	\$313,286.10
Fire Special Detail	\$20,565.62
Footbridge Fund	\$17,324.00
Off Site Improvements	\$12,021.57
Industrial Development	\$4,140.98
Police Forfeiture	\$0.40
Recreation Commission Revolving	\$8,757.47
DARE	\$5,780.06
Police Special Detail	\$1,139.74
SB Recreation Fund	\$8,533.68
Stimulus Bike Path	\$61,641.32
Town Hall Timber	\$2,107.60
275 th Anniversary	\$1,953.44
Unanticipated Revenue	\$13,148.08
Volunteer Appreciation Fund	\$237.18

IMPACT FEES

Campbell High School	\$74,444.83
Elementary Schools	\$228,044.92
Fire	\$27,525.05
Library	\$22,565.41
Municipal	\$5,147.11
Police	\$4,788.71
Recreation	\$73,237.24
Road	\$91,648.19

Report of the Library Board of Trustees

On behalf of the Aaron Cutler Memorial Library Trustees, I am thrilled to report that the library had a fantastic 2015. The dedicated staff brought impeccable service to patrons and they should be commended. Many thanks go out to Carrie-Anne Pace, Alex Robinson, Kerri Antosca, Lauren Lantagne, Ada Allen, Jeffrey Briggs, and Helena Paquette for keeping the library running smoothly. And of course, thanks go to Vicki Varick for leading the way as our library director.

The library continued to expand programming this year with some great topics. We've had a Downton Abby night, a Russian egg painting session, a lecture on both wine and the Eastern coyote, and a visit from the National Guard 39th Army Band, to name a few. The variety of programming is vast. There is a world of information available to you at the library and it does not stop with books!

During 2015 we worked with a library consultant to author "The Aaron Cutler Memorial Library Physical Plant Needs: An Assessment and Projection." This piece looked at the future needs of the library by studying the library's usage and programs coupled with census data for the town. This is a first look ahead for the potential future of the library.

Many thanks go to the trustees of the library for the hard work and dedication. Gail Musco, Kristen Robert, Peggy Drew, and Christine Kim have been valuable trustees and assists to the library.

Please stop by and visit your library. It's a beautiful gem in our town and the library is a great environment in which to discover and learn.

Respectfully submitted,
Lynne Clifford, Chairperson
Aaron Cutler Memorial Library Trustees



**AARON CUTLER MEMORIAL LIBRARY
REPORTS FOR 2015
Board of Trustees Fines and Fees Account**

Income and Expense Report

INCOME	
Bank Fees	15.00
Computer Printing	112.10
Copies	50.05
Donations—General	73.53
Donations—Programming	800.40
Children’s Room Savings Reimbursements	200.00
FAX	181.00
Grants—KBA	250.00
Grants—NHHC	492.00
Interest Income	19.52
Materials Fines	1,891.77
Movie Passes	708.50
Non-Resident Library Cards	60.00
Books and Media—Replacements	346.63
Returned Check Fees	10.00
Returned Check Repayment	16.95
Trust Fund Reimbursement—Building & Grounds Maintenance	1,100.00
Total Receipts	\$6,327.45

EXPENDITURES	
Activity Passes	
Bank Fees	
Books and Media	
Books and Media—Multiple Copies	617.50
Books and Media—Reads to Go	182.95
Books and Media--Replacements	484.22
Building & Grounds Maintenance Trust Funds	1,100.00
Children’s Room Equipment and Supplies	200.00
Gifts and Memorials	450.00
Programs—General	99.00
Programs—KBA	250.00
Programs—NHHC	492.00
Programs—Summer Reading	735.02
Total Expenditures	\$4,610.69

Respectfully submitted,
Gail Musco
Treasurer
Aaron Cutler Memorial Library Trustees

**AARON CUTLER MEMORIAL LIBRARY
REPORTS FOR 2015
Town Appropriation Income and Expense Report**

INCOME		
	Town Appropriation	\$202,689
	Total	\$202,689
EXPENSES		
11-4550.10-110	Library Director-Salary	\$49,404.17
11-4550.10-120	Children's Librarian-Wages	32,436.09
11-4550.10-121	Adult Services Librarian-Wages	32,225.88
11-4550.10-123	Assistant Librarian-Wages	18,344.14
11-4550.10-126	Custodian-Wages	4,491.18
11-4550.10-127	Page-Wages	10,533.38
11-4550.10-210	Health Insurance	0
11-4550.10-211	Dental Insurance	0
11-4550.10-220	Social Security	9,140.97
11-4550.10-225	Medicare	2,137.80
11-4550.10-341	Telephone	438.48
11-4550.10-342	Software Purchases & License	2,696.45
11-4550.10-410	Electricity	4,792.49
11-4550.10-411	Heating Oil	2,784.93
11-4550.10-430	Equipment Maintenance Contracts	2,208.18
11-4550.10-434	Water Supplies	48.82
11-4550.10-442	Trash Services	839.79
11-4550.10-560	Dues and Subscriptions	852.48
11-4550.10-613	Community Programs	1,893.58
11-4550.10-625	Postage	287.36
11-4550.10-626	Library Supplies	1,989.38
11-4550.10-630	Building Maintenance & Repair	1,269.02
11-4550.10-631	Equip. Maintenance & Repair	2,264.28
11-4550.10-640	Custodial Supplies	399.60
11-4550.10-641	Septic Tank Cleaning	285.00
11-4550.10-650	Grounds Maintenance	1,253.79
11-4550.10-670	Books & Media	16,702.44
11-4550.10-671	Periodicals	1,286.24
11-4550.10-740	Equipment Purchases	29.31
11-4550.10-750	Furniture/Fixture Purchases	494.01
11-4550.10-810	Mileage & Tools	294.76
11-4550.10-811	Seminars	555.00
11-4550.10-835	Children's Programming Supplies	290.00
11-4550.10-899	Background Checks	20.00
	Total	\$202,689.00

Respectfully submitted,
Gail Musco
Treasurer
Aaron Cutler Memorial Library Trustees

**AARON CUTLER MEMORIAL LIBRARY
REPORTS FOR 2015**

**Children's Room Insurance Settlement Savings
Income and Expense Report**

INCOME

Interest	0.57
Total Receipts	\$0.57

EXPENDITURES

Children's Room Equipment and Supplies	200.00
Total	\$200.00

Expenditures

Respectfully submitted,

Gail Musco
Treasurer
Aaron Cutler Memorial Library Trustees

2015 Annual Report - Trustees of the Trust Funds

The Trust Funds' initial balance on January 3, 2015 was \$468,111.86 while we ended the year with a balance of \$445,206.44, a drop of \$22,905.42. The decrease was caused in large part by a December withdrawal of \$23, 230.91 from the Earned Time Expendable Trust. The Gravestone Repair Trust and Cutler Library Maintenance Fund also saw appreciable draw-downs of \$1,500.37 and \$4,599.14, respectively. Deposits from stock dividends credited to the Cutler Library Maintenance Fund and interest earned on deposits compensated for some of the withdrawals.

Expendable funds controlled by the Board of Selectmen ended the year at \$343,564.86 while privately donated funds totaled \$101,641.58

As has been the case for the last few years, all funds are invested in Money Market accounts at People's United Bank.

Submitted by the Trustees of Trust Funds

John Poulos
Dr. Steven Calawa
Michael Falzone

TRUSTEES OF TRUST FUNDS

Account Name	Year End	12/2015			
Town Expendable Trust Funds	Starting Balance	Deposits	Withdrawals	Interest	Ending Balance
Earned Time Expendable Trust	\$23,907.61	\$0.00	\$23,230.91	\$4.93	\$681.63
Vacation Accrual Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Town Celebration Fund (2)	\$2,380.33	\$0.00	\$0.00	\$0.49	\$2,380.82
Farmland/Development Fund (3)	\$121,403.80	\$0.00	\$0.00	\$25.05	\$121,428.85
Fire Facilities Fund (4)	\$16,263.82	\$0.00	\$0.00	\$3.35	\$16,267.17
School Capital Improvement Fund (9)	\$50,937.30	\$0.00	\$0.00	\$10.51	\$50,947.81
School Capital Education Fund (10)	\$104,084.14	\$0.00	\$0.00	\$21.47	\$104,105.61
Public Works Expendable Trust Fund	\$20,239.56	\$0.00	\$0.00	\$4.17	\$20,243.73
Building Systems Trust Fund	\$7,371.75	\$0.00	\$0.00	\$1.52	\$7,373.27
	\$20,131.82	\$0.00	\$0.00	\$4.15	\$20,135.97
	\$366,720.13	\$0.00	\$23,230.91	\$75.64	\$343,564.86
Privately Donated Funds					
Gravestone Repair	\$6,265.02	\$0.00	\$0.00	\$1.32	\$6,266.34
Hillcrest Cemetery Funds (5)	\$7,063.01	\$0.00	\$0.00	\$1.49	\$7,064.50
Pinecrest Cemetery Funds (6)	\$22,837.03	\$0.00	\$0.00	\$4.83	\$22,841.86
Aaron Cutler Memorial Fund (7)	\$1,896.99	\$0.00	\$0.00	\$0.40	\$1,897.39
Aaron Cutler Maintenance Fund (8)	\$63,364.26	\$0.00	\$648.63	\$13.39	\$62,729.02
Selah Bixby Library Fund	\$112.15	\$0.00	\$0.00	\$0.02	\$112.17
John Kennard Library Fund	549.43	\$0.00	\$0.00	\$0.12	\$549.55
Robert Chase Library Fund	180.71	\$0.00	\$0.00	\$0.04	\$180.75
	\$102,268.60	\$0.00	\$648.63	\$21.61	\$101,641.58

Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
General Government								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	06	\$120,825	\$121,476	\$125,921	\$0	\$125,921	\$0
4140-4149	Election, Registration, and Vital Statistics	06	\$94,180	\$97,558	\$99,277	\$0	\$99,277	\$0
4150-4151	Financial Administration	06	\$424,310	\$380,477	\$413,087	\$0	\$413,087	\$0
4152	Revaluation of Property	06	\$57,046	\$54,229	\$50,606	\$0	\$50,606	\$0
4153	Legal Expense	06	\$20,400	\$5,725	\$15,000	\$0	\$15,000	\$0
4155-4159	Personnel Administration	06	\$527,988	\$496,445	\$538,034	\$0	\$534,547	\$0
4191-4193	Planning and Zoning	06	\$53,898	\$54,223	\$54,518	\$0	\$54,518	\$0
4194	General Government Buildings	06	\$94,779	\$92,161	\$94,471	\$0	\$89,871	\$0
4195	Cemeteries	06	\$7,483	\$6,713	\$7,483	\$0	\$7,483	\$0
4196	Insurance	06	\$63,505	\$62,590	\$61,124	\$0	\$61,124	\$0
4197	Advertising and Regional Association	06	\$14,109	\$14,482	\$14,149	\$0	\$14,149	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
Public Safety								
4210-4214	Police	06	\$1,571,386	\$1,608,865	\$1,609,506	\$0	\$1,588,413	\$0
4215-4219	Ambulance	06	\$51,500	\$47,752	\$51,500	\$0	\$46,500	\$0
4220-4229	Fire	06	\$961,412	\$934,497	\$808,989	\$0	\$808,439	\$0
4240-4249	Building Inspection	06	\$76,195	\$79,613	\$78,492	\$0	\$78,492	\$0
4290-4298	Emergency Management	06	\$11,756	\$11,927	\$11,887	\$0	\$11,887	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
Airport/Aviation Center								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
Highways and Streets								
4311	Administration	06	\$25,238	\$17,487	\$46,488	\$0	\$46,488	\$0
4312	Highways and Streets	06	\$765,976	\$787,927	\$630,281	\$0	\$620,721	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	06	\$10,925	\$12,909	\$13,000	\$0	\$13,000	\$0

4319	Other		\$0	\$0	\$0	\$0	\$0	\$0
Sanitation								
4321	Administration	06	\$342,125	\$356,384	\$365,808	\$0	\$365,658	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal		\$0	\$0	\$0	\$0	\$0	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
Water Distribution and Treatment								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
Electric								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
Health								
4411	Administration	06	\$32,786	\$31,770	\$32,646	\$0	\$32,646	\$0
4414	Pest Control	06	\$15,417	\$14,642	\$15,417	\$0	\$15,417	\$0
4415-4419	Health Agencies, Hospitals, and Other		\$0	\$0	\$0	\$0	\$0	\$0
Welfare								
4441-4442	Administration and Direct Assistance		\$0	\$0	\$0	\$0	\$0	\$0
4444	Intergovernmental Welfare Payments		\$11,250	\$11,250	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	06	\$16,750	\$4,497	\$15,000	\$0	\$10,000	\$0
Culture and Recreation								
4520-4529	Parks and Recreation	06	\$80,317	\$77,400	\$83,029	\$0	\$83,029	\$0
4550-4559	Library	06	\$202,689	\$202,689	\$207,017	\$0	\$207,017	\$0
4583	Patriotic Purposes	06	\$902	\$1,386	\$902	\$0	\$902	\$0
4589	Other Culture and Recreation		\$0	\$0	\$0	\$0	\$0	\$0
Conservation and Development								

4611-4612	Administration and Purchasing of Natural Resources	06	\$1,580	\$1,593	\$1,760	\$0	\$1,760	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0
Debt Service								
4711	Long Term Bonds and Notes - Principal		\$0	\$0	\$0	\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest		\$0	\$0	\$0	\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest	06	\$1	\$0	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$0	\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfers Out								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
Total Proposed Appropriations			\$5,656,728	\$5,588,667	\$5,445,393	\$0	\$5,395,953	\$0

Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4220-4229	Fire	08	\$0	\$0	\$37,600	\$0	\$37,600	\$0
	Purpose: Firefighter Paramedic Training							
4916	To Expendable Trusts/Fiduciary Funds	11	\$0	\$0	\$60,000	\$0	\$0	\$0
	Purpose: Town Earned Time Accrual Expendable Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	12	\$0	\$0	\$7,374	\$0	\$7,374	\$0
	Purpose: Library Earned Time Accrual Expendable Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	14	\$0	\$0	\$30,000	\$0	\$30,000	\$0
	Purpose: Building Systems Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	18	\$0	\$0	\$25,000	\$0	\$25,000	\$0
	Purpose: Public Works Expendable Trust Fund Appropriation							
Special Articles Recommended			\$0	\$0	\$159,974	\$0	\$99,974	\$0

Individual Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
0000-0000	Collective Bargaining	07	\$0	\$0	\$18,329	\$0	\$18,329	\$0
	Purpose: Police Contract							
4153	Legal Expense	20	\$0	\$0	\$15,597	\$0	\$0	\$0
	Purpose: Northeast Energy Direct (gas pipeline)							
4155-4159	Personnel Administration	09	\$0	\$0	\$30,000	\$0	\$0	\$0
	Purpose: Second Year of Town Non-Union Wage Plan Implementa							
4312	Highways and Streets	16	\$0	\$0	\$200,000	\$0	\$200,000	\$0
	Purpose: Road Improvement Projects							
4415-4419	Health Agencies, Hospitals, and Other	13	\$0	\$0	\$15,167	\$0	\$15,167	\$0
	Purpose: Human Services and Health Agencies							

4550-4559	Library	10	\$0	\$0	\$14,819	\$0	\$0	\$0
		Purpose: First Year of Library Non Union Wage Plan Implemen						
4903	Buildings	15	\$0	\$0	\$50,000	\$0	\$50,000	\$0
		Purpose: Fire Station Exhaust Removal System						
Individual Articles Recommended			\$0	\$0	\$343,912	\$0	\$283,496	\$0

DELIBERATIVE SESSION
Town of Litchfield
January 30, 2016

Meeting called to order at 10:00 a.m. at Campbell High School in auditorium by Moderator John Regan. Present were: Selectmen Chairman- Steve Perry, John Brunelle, Frank Byron, and Brent Lemire. Budget Committee members - Chairman - Cindy Couture, Kerry Douglas, Dan Vaillancourt, Ray Peeples, Robert Keaten and Chris Pascucci, Brian Bourque-School Board Rep. Town Counsel Mark Puffer, Troy Brown, Town Administrator, Theresa Briand, Town Clerk and approximately 51 Litchfield voters and 1 non-voter.

Ballot Clerks on duty were Patricia Regan and Sharon Jones.

Following a series of announcements the Moderator led the assembly in the Pledge of Allegiance to the American Flag. He then announced that there would be an “open mike” period partway through the session to allow voters to bring up issues of interest unrelated to official business of the meeting.

First order of business was a voice vote that would authorize non-voters to speak. Majority rules yes.

ELECTION OF OFFICERS

Article 1: To elect by ballot the following Town Officers: Two Selectmen - Three year term; Two Budget Committee members - Three year terms; One Checklist Supervisor - Six year Term; One Cemetery Trustee - Three year term; One Trustee of Trust Funds - Three year term; Two Library Trustee - Three year term

There were amendments so the article will appear on the ballot as written.

ARTICLE 2 - SIGN ORDINANCE

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

Amend Section 1500, Sign Ordinance, to comply with the recent Reed v. Town of Gilbert, AZ Supreme Court decision clarifying the right to free speech and content based signs. Proposed amendments delete all provisions relevant to real estate, development, property sales, and agricultural “you pick” signs as they are considered content based and invalid under the recent decision. Section 1503.02 relative to Residential District Home Occupation signs is proposed to be amended to allow signs for all property owners in the Residential District, not just home occupations.

Additionally, a new provision is proposed to allow for Temporary Signs to be placed for 30 days without approval or a permit. A definition of “temporary signs” is proposed to be added to Section 200, Definitions.

This amendment has Planning Board approval.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 3 - SETBACKS OF SHEDS AND STRUCTURES ON ALBUQUERQUE

Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 502.03 of the Residential District to allow sheds less than or equal to 192 square feet to be setback a minimum of 10 feet from the side and rear lot lines. Further to reduce the building or structures set back from Albuquerque Avenue from 75 feet to 50 feet, consistent with the setback required for all other public rights of way.

This amendment has Planning Board approval.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 4 - TABLE OF DIMENSIONAL STANDARDS

Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend the Zoning Ordinance to relocate all dimensional standards (frontage, setbacks, and lot size) to new a single table of dimensional requirements in Section 300. Delete all relocated content from Sections 500-1000. There are no proposed changes to the dimensional requirements currently in effect with the exception of those within the Residential District. The Residential District side and rear setbacks for sheds less than or equal to 192 square feet is proposed to be reduced from 20 to 10 feet and the setback from Albuquerque Ave for all buildings and structures is proposed to be reduced from 75 to 50 feet. Also within the Residential District, uses other than single family residential and two-family residential are proposed to have a minimum of 150 feet of frontage and 1 minimum contiguous acre of dry land to be consistent with the requirements for single family residential in the same district.

This amendment has Planning Board approval.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 5 - DEFINITIONS AND AQUIFER PROTECTION DISTRICT

Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 200, Definitions, to remove site features such as fences and retaining walls from the definition of “structure” and add a definition of “public right of way”. Public Right of Way means Class I - Class VI highways as defined in NH RSA 229, or streets shown on subdivision and/or site plan plats approved by the Litchfield Planning Board. Amend Section 1252.00 of the Aquifer Protection District to correct the source citation for the original Aquifer Delineation Study.

This amendment has Planning Board approval.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 6 - 2016 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling \$5,395,953. Should this article be defeated, the default budget shall be \$5,359,917 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield 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. Estimated 2016 tax rate increase is \$0.13.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended nor not Recommended by the Budget Committee (Vote: 4-4-0)

Frank Byron spoke to the article stating the following

Town Budget Review: The Town Budget submitted included an increase of \$163,475 over last year’s approved budget (excludes other warrants); Represents a 3.1% increase over 2015

Budget is \$36,236 above the Default Budget

Both revenues & town's valuation are projected to remain relatively flat.

Areas of Increase/Decrease:

Information Technology (\$26,803)
IT tech support contract

Personnel Administration \$36,500
Workers comp, retirement, SS, changes in healthcare

Road Agent \$20,000
Consultant for EPA stormwater management plan

Solid Waste \$18,270
Increased coverage and changes in the wage schedule

Budget Committee Action

Reductions based on areas of historical underspend

- o Training (Police)
- o Welfare
- o Overtime (Police)
- o Consulting services (Assessing Services)
- o Legal
- o Ambulance

Reductions to oil, gasoline and propane based on energy cost projections

Town Budget Summary

Approval of the proposed operating budget will increase taxes for:

\$250,000 Home - \$32.50

\$400,000 Home - \$52.00

Frank Byron made an amendment to Article
Seconded by Andrew Cutter

AMENDED ARTICLE 6 - 2016 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purpose set forth therein, totaling \$5,425,953. Should this article be defeated, the default budget shall be \$5,359,717 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield 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.

Frank Byron explained that the \$30,000 is intended to continue making adjustments to the wage program for the town - In 2012, B of Selectmen changed the wage structure from a "step system" which has employees advancing once every year and needs a COLA to function to a "merit-performance" system that provides wage changes within a range based upon performance; - This system was funded in a 2015 warrant that stated the system would require three years to implement; - A grade system of all town employees was made and the monies were approved overwhelmingly by the voters last year was used to begin the process as stated in the warrant and at deliberative; - After the first year, the Budget Committee has decided not to continue this program in the budget and the warrant; - The Budget Committee has stated that the economy does not support a raise as people are unemployed: FACT: The unemployment trend for Litchfield (data from the State of NH) is: Jan-13 6.4% Jan-14 6.1% Jan-15 5.1% Dec-15 3.3% (Latest Data Available) The State of NH Employment Security in a press release issued on Jan 20, 2016 stated: "The

unadjusted December 2015 unemployment rate for New Hampshire was 2.9 percent, a decrease of 0.3 percentage points from the November rate which remained at 3.2 percent after revision. The December 2014 unadjusted rate was 3.8 percent.” - The Budget Committee has stated that the job levels are overpaid FACT: The board of selectmen utilized comparative data from other comparable towns as well as the state of NH employee salary grades to set the wage ranges. These data compare favorably with private sector data. The Budget Committee has stated that the economy has not experienced any significant inflation or changes to the cost of living over the past several years FACT: The US Bureau of Labor Statistics news release issued Oct 30, 2015 state's: “Compensation costs for state and local government workers increased 2.3 percent for the 12-month period ending in September 2015. In September 2014, the increase was 2.1 percent. 6 Wages and salaries increased 1.8 percent for the 12-month period ending in September 2015, and a year earlier the increase was 1.6 percent.”

Andrew Cutter - Are there any concerns with the Board of Selectmen with making this a warrant article?

Frank Byron - When we get to Article 9 the Board of Selectmen will make an adjustment to that at which time we will discuss that.

Kerry Douglas - I voted against this. When this was discussed last year it was stated that this was a three year plan and that it would come in as a warrant article each year. I will be voting against this amendment.

Frank Byron - There was no discussion of this coming up as a warrant article for the next three years.

Phil Reed - I frankly don't remember this article coming of each and every year. My memory of this article is that it was a solid program. I feel that putting this into a warrant article is contrary to what I voted for last year and that it is morally irresponsible to be putting it as a separate warrant article and it should be in the operating budget.

Chris Pascucci - I think that it is irresponsible not to put this in as warrant article. I think that the people should be able to vote for this. Chris explained he did not agree with Mr. Byron's statistics. I think that this needs to go to the voters.

Joan Mckibben - My question is it is a warrant article but it is not recommended by the budget committee which could be a kiss of death. If this is what the budget committee wanted why is it not recommended by the budget committee now.

Cindy Couture - It wasn't recommended because of the reasons that Mr. Byron stated the economy and those various statements he made some of the other reasons come from the minutes from last year's meeting. The budget committee was recommending the \$30,000 and not the wage structure. The budget committee was under the impression that it was a single one time vote and it would not necessarily be voting for future years.

There were 5 signatures requesting a ballot vote on this amendment. Using ballot number 8 write down article 6 and cast your vote. Yes indicates your support No indicates no support

Amendment passes

Yes 41

No 10

There was no further discussion on the Amendment and it will appear on the ballot as amended.

ARTICLE 7 - POLICE CONTRACT

To see if the Town will vote to approve the cost items for wage and related costs that have been included in the collective bargaining agreement reached between the Town of Litchfield and Council 93 of the American Federation of State, County and Municipal Employees which provides for the following increases in wages and benefits at the current staffing level and further to raise and appropriate the sum of \$18,329 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated 2016 tax rate impact: \$0.02.

2016 \$18,329.00

2017 \$14,623.00 (estimated)

2018 \$12,659.00 (estimated)

Recommended by the Board of Selectmen (Vote: 4-1-0)
Recommended by the Budget Committee (Vote: 8-0-0)

Brent Lemire spoke to the article

- **CONTRACT PERIOD:**
 - 3 yr contract 4/1/16 to 3/31/19
- **WAGES:**
 - Year #1 - 0.5% April 1, 2016 & 0.5% July 1, 2016
 - Year #2 - 2% on April 1, 2017
 - Year #3 - 2% on April 1, 2018
- **RETIREMENT 457 PLAN**
 - Increases town match by \$1,000
 - Town match comes from Special Detail Fund
 - Additional Town match not required if no funds available
- **HOLIDAY PAY**
 - Holiday shifts worked as overtime shall receive double time.
- **UNIFORM ALLOWANCE**
 - \$250 reduction in dispatch allowance
- **DETAIL RATE**
 - After 4 hour minimum, billed in 1 hour increments after 15 minutes
- **HEALTH INSURANCE POS RATE ADJUSTMENT**
 - Year 1 - Rate remains the same
 - Year 2 - 50/50 buy up from HMO to POS
 - Year 3 - 100% buy up from HMO to POS
- **CADILLAC TAX**
 - Agree to “work cooperatively & negotiate in limited manner” to address the so-called “Cadillac Tax”
 - Cadillac Tax has been deferred until 2020

There were no amendments so the article will appear on the ballot as written.

ARTICLE 8 - FIREFIGHTER PARAMEDIC TRAINING

To see if the Town will vote to raise and appropriate the sum of \$37,600 for expenses associated with training one (1) full time firefighter as a paramedic. This sum to come from the unassigned fund balance and no amount to be raised from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until training is completed or by December 31, 2019, whichever is sooner. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 4-0-1)
Recommended by the Budget Committee (Vote: 8-1-0)

Chief Fraitzl spoke to the article

Firefighter Paramedic Training

- Firefighter / Paramedic resigned in January 2016
- Program is 16 Month long 1 day per week.
- Students are required to complete clinical rotations both in the field as well as hospital settings.
- \$12,000 Program tuition and costs.
- \$26,600 for FF Coverage during class, labs, clinical requirements, etc.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 9 - SECOND YEAR OF TOWN NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to raise and appropriate the sum of \$30,000 to fund salary adjustments to bring Town employee salaries in line with the non-union employee wage plan, as approved by the Board of Selectmen in 2013. This article represents the second year of a three year implementation plan. Estimated 2016 tax rate impact: \$0.03.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Steve Perry spoke to the article - In light of what happen with article 6 I would like to make an amendment to article 9.

Seconded by Frank Byron

AMENDED ARTICLE 9 - SECOND YEAR OF TOWN NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to endorse the second year of a three year salary adjustment implementation plan to bring Town employee salaries in line with the non-union employee wage plan, as approved by the Board of Selectmen in 2013.

There were 5 signatures requesting a ballot vote on this amendment. Using ballot number 1 write down article 9 and cast your vote. Yes indicates your support No indicates no support

Article Passes

Yes 47

No 3

ARTICLE 10 - FIRST YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to raise and appropriate the sum of \$14,819 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the first year of a three year implementation plan. Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 6-2-0)

Lynn Clifford made a motion to Amend Article 10

Seconded by John Brunelle

All were in favor of the amendment

AMENDED ARTICLE 10 - 1ST YEAR OF LIBRARY UNION WAGE PLAN IMPLEMENTATION

To see if the Town will raise and appropriate the sum of \$10,648 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the first year of a three year implementation plan. Estimated 2016 tax rate impact: \$0.01.

Lynn Clifford and Peggy Drew spoke to the article

Library Non Union Wage Plan

By NH State Statute, library employees are employed by Library Board of Trustees, not Town

Therefore, library employees were not included in Town’s 2015 Wage Plan Warrant as passed by voters

Library Board of Trustees adopted Town’s Wage Plan in 2015

No Cost of Living increase since 2010

Several employees, because of their longevity, have hit a plateau in old wage plan and have not received increase for some or all of this period

Covers 7 positions

Local data shows improving economy

Anticipated cost of \$30,000 to fully transition to new plan and bring employees up to current state average for positions

There was no further discussion on the Amendment and it will appear on the ballot as amended.

ARTICLE 11 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$60,000 to be placed in the Earned Time Accrual Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended nor Not Recommended by the Budget Committee (Vote: 4-4-0)

Troy Brown spoke to the article

This Fund was established in 2014

Covers cost for unused earned time for separation, retirement & buyouts

Fund balance as of 12/31/15 is \$682

2014 Financial Statement

\$163,560 total liability

2014 expenses \$27,970

2015 expenses \$39,526

5 employees eligible to retire anytime

Cost could be as much as \$175,000

No funding available in operating budget

Phil Reed - I would like to ask the budget committee why the four negative votes?

Cindy Couture in looking back in the minutes it looks like the budget committee felt that advanced notice would be more appropriate.

Kerry Douglas - I voted no on this article because I feel that as in the school policy the individuals should have to give advanced notice.

Troy Brown - School employees are contracted our employees are at will. Also some of this time is accrual time not just retirement monies.

Brent Lemire - I think it is a little unrealistic to expect our employees a year ahead of time to give notice. This has to account for unanticipated issues as well.

Doug Nicol - We just had an employee leave and he was paid \$5,000 if the fund is \$682 where does that money come from?

Troy Brown - We have charged that amount against the operating budget at this time if funding approved it will taken from that fund.

Kerry Douglas - I just wanted to clarify so If the town had a policy like the school that amount would be taken from the following years budget.

Frank Fraitzl - on that comment I would seek legal council on the ability to defer payment for a year.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 12 - LIBRARY EARNED TIME ACCRUAL EXPENDABLE TRUST FUND

To see if the Town will vote to discontinue the Library’s Vacation Accrual Expendable Trust Fund created in 2012 and return the balance of such fund to the Town's general fund. The balance of this fund as of December 31, 2015 is \$7,374. And further, to see if the Town will vote to establish an Earned Time Accrual Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of annually accounting for the cost of earned but unused vacation time so that the expenses associated with employee resignations, retirements and buyouts of accrued earned time do not impact the current year budget, and to raise and appropriate the sum of \$7,374.00 to put in the fund, with this amount to come from the unexpended fund balance as of December 31, 2015; and to further appoint the Library Board of Trustees to serve as agents to expend from the fund. This would have a net cost to 2016 general taxation of \$0.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

Lynn Clifford spoke to the article

Original Vacation Accrual fund approved by voters in 2012

Vacation, personal and sick hours are now covered under Earned Time

Name of fund needs to be changed to reflect new terminology

There were no amendments so the article will appear on the ballot as written.

ARTICLE 13 - HUMAN SERVICES AND HEALTH AGENCIES

To see if the Town will vote to raise and appropriate the sum of \$15,167 to support the requests of Human Services and Health Agencies including Big Brothers/Big Sisters, Home Health & Hospice Care, St Joseph’s Community Services (Meals on Wheels), Bridges, Community Council of Nashua, Court Appointed Special Advocates and American Red Cross.

Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 4-2-3)

Frank Byron spoke to the article Frank explained that this is the time to make any changes to this chart.

AGENCIES	2015 ACTUAL	2016 REQUEST
Big Brothers/Big Sisters - served 1 child & volunteers in 2015	\$500	\$500
Home Health & Hospice - 1,925 home health visits to 94 residents; 8 Community Hospice services for end of life care in 2015	\$6,500	\$6,500

St. Joseph's Community Services (Meals-on-Wheels) - served 20 residents in 2015	\$1,950	\$1,520
Bridges (Domestic & Sexual Violence Support) - served 32 residents & provided transitional housing for 1 resident for 212 nights in 2015	\$300	\$300
Greater Nashua Mental Health Center - served 68 clients from Litchfield in 2015	\$2,000	\$2,000
Court Appointed Special Advocates (CASA) - served 322 children in Hillsborough County in 2015	\$0	\$500
American Red Cross - responded to 354 disasters helping over 1000 people, held 510 blood drives & collected 120,000 units of blood in 2015	\$0	\$3,847
TOTAL APPROPRIATION	\$11,250	\$15,167

There were no amendments so the article will appear on the ballot as written.

ARTICLE 14 - BUILDING SYSTEMS TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$30,000 to be placed in the Building Systems Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

Troy Brown spoke to the article - Explaining that when he began the job in August his first order of business what to tour all town properties

- This Fund was established in 2013
- \$20,135.97 fund balance as of 12/31/15
- Covers unanticipated building repairs
 - Septic Systems
 - Roofs
 - Heating & Cooling Equipment
 - Structural Repairs
- Town / Police Building, Fire Station, Talent Hall, Library, DPW Garage, Recycling Facility, Old Town Hall, Dog Kennel, etc.
- Buildings range from 19 to over 150 yrs old

There were no amendments so the article will appear on the ballot as written.

ARTICLE 15 - FIRE STATION EXHAUST REMOVAL SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of purchasing a vehicle exhaust removal system for the Fire Station. Estimated 2016 tax rate impact: \$0.06.

Recommended by the Board of Selectmen (Vote: 4-0-1)

Recommended by the Budget Committee (Vote: 8-0-0)

Chief Fraitzl spoke on the article

The World Health Organization (WHO) classified diesel engine exhaust as carcinogenic to humans, based on sufficient evidence that exposure is associated with an increased risk for lung cancer.

As a fire truck exits the station, diesel exhaust is expelled with force. The source capture system prevents it from being spread throughout the fire station.

John Latcha - Is this system movable? If a new station is build later on down the road can this system be moved to the new station?

Chief Fraitzl - Yes

There were no amendments so the article will appear on the ballot as written.

ARTICLE 16 - 2016 ROAD IMPROVEMENT PROJECTS

To see if the Town will vote to raise and appropriate the sum of \$200,000 for the purpose of road improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Cutler Road, Pinecrest Road and other roads as necessary. Estimated 2016 tax rate impact: \$0.23.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

Steve Perry spoke to the article

Road Improvement Projects

- Maintain approximately 77 miles of roads
- Pavement management program scores
 - 61% in good condition
 - 13% in fair condition
 - 26% in poor condition
- Routine surface treatment is the most cost effective way to maintain pavement
- \$35.8 million was estimated value of town owned pavements in 2012
- Roads are the Town's most valuable asset

2015 Projects Highlights

- Pinecrest Rd - Reclamation & Pavement
 - Moose Hollow to Hillcrest
- Nesenkeag Dr. - Reclamation & Pavement
 - Albuquerque east to cul-de-sac
- Stark Lane - Reclamation & Pavement
 - Completed
- Bluejay Way - Reclamation & Pavement
 - Completed
- Total 2015 Cost
 - \$375,000

2016 Proposed Projects

- **PROJECT FUNDING - \$418,000**
 - \$200,000 - Special Article
 - \$193,000 - Highway Block Grant
 - \$25,000 - Operating Budget
- **PROPOSED PROJECTS**
 - Cutler Road Widening, Reclamation & Pavement
 - Approximately 2,600 linear feet
 - From Page Road to Candleridge Circle
 - Actual cost - \$176,895
 - Pinecrest Road - Phase II

- Approximately 3,340 linear feet
- East from Albuquerque to Moose Hollow Rd.
- Estimated cost \$76,096
- **PROPOSED PROJECTS**
 - Pilgrim Drive (south) Reclamation & Pavement
 - Approximately 2,655 linear feet
 - From Page Road to just north of 35 Pilgrim Dr.
 - Estimated cost - \$108,273

Balance of funding (\$56k), will be used towards other smaller projects, change orders and unanticipated repairs.

There were no amendments so the article will appear on the ballot as written.

ARTICLE 17 - CHANGE PURPOSE OF PUBLIC WORKS EXPENDABLE TRUST FUND

To see if the Town will vote to amend the Public Works Expendable Trust Fund, as shown below with original text shown unchanged, new text shown in bold and deleted text shown as crossed out:

This Fund can be used for payment of solid waste disposal fees in excess of the annual budgeted appropriation for that purpose as well as the replacement of capital equipment at the Solid Waste Facility with a value of greater than \$5000. In addition, this Fund can be used for **repair and replacement of vehicles and equipment**, payment of snow removal related costs, including **but not limited to**, wages, contracted service fees and purchase of salt and sand in excess of the annual budgeted appropriation for those purposes. This would have a net cost to 2016 general taxation of \$0. (2/3 vote required).

Recommended by the Board of Selectmen (Vote: 5-0-0)

Frank Byron spoke to the article

- Modifies the approved uses of the fund to include;
 - Extraordinary repair and/or replacement of the town's Public Works equipment;
 - Plow trucks and spreaders, etc;
 - Recycling Center skid steer & bailers, etc.;
- Clarifies that costs associated with labor and contracted services such as plowing would be covered by this fund in the case of a budget overrun;

ARTICLE 18 - PUBLIC WORKS EXPENDABLE TRUST FUND APPROPRIATION

To see if the Town will vote to raise and appropriate the sum of \$25,000 for deposit into the Public Works Expendable Trust Fund as previously established. Estimated 2016 tax rate impact: \$0.03.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 5-3-0)

- Fund created with \$20,000 in 2012 for;
 - Payment of solid waste disposal fees in excess of the annual budgeted appropriation;
 - Replacement of capital equipment at the Solid Waste Facility with a value of greater than \$5,000;
 - Snow removal related costs, including wages, contracted service fees and purchase of salt and sand in excess of the annual budgeted appropriation for those purposes;
- Warrant is in response to the loss of the Highway Department pickup truck during 2015;
- Trust fund balance as of 12/31/15 is \$20,243.73
 - Increase proposed covers Highway equipment that is added as part of Warrant Article 17;

There were no amendments so the article will appear on the ballot as written.

ARTICLE 19 - RECYCLING REVOLVING FUND

To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of accounting for the cost of collection and disposal of recycling material, purchase of recycling supplies and equipment and other direct and indirect costs associated with the town's recycling program. The revenue from fees, charges and other income derived from the town's recycling program will be deposited into the fund and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town's general fund balance. The town treasurer shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. Estimated 2016 tax rate impact: \$0

Recommended by the Board of Selectmen (Vote: 5-0-0)

- Drop in oil prices
 - Cheaper to make new plastic & steel
 - Recycling disposal costs increasing
- Recycling is not free
 - Cost Items: Painted wood, electronics, glass, tires, propane tanks, oil, fluorescent bulbs, etc
 - Revenue Items: plastic, aluminum, textiles, copper, scrap metal, paper, cardboard, etc.
- Northeast Resource Recovery Association
 - Serves over 400 Towns and Cities
 - Cooperative marketing & purchasing services
 - Provide quarterly & annual financial reports
- Budget tool for recycling program
 - Revenues will off-set disposal costs
 - 100% of fees, charges & other income
 - Cover some recycling program expenses
 - Goal to make recycling program self supporting
- Existing Litchfield Revolving Funds
 - Police Special Detail
 - Ambulance
 - Recreation

There were no amendments so the article will appear on the ballot as written.

ARTICLE 20 - NORTHEAST ENERGY DIRECT (gas pipeline)

To see if the Town will vote to raise and appropriate the sum of \$15,597 to be expended at the discretion of the Board of Selectmen in opposition to the proposed Northeast Energy Direct high pressure gas pipeline and/or to minimize the impact thereof on the land and people of the Town, including, but not limited to, expenditures for legal representation and consultants, land use planning and consultation, public information purposes, administrative and court filing fees, participation in multi-town coalitions, and any and all other expenses reasonably related to opposing said pipeline project and/or mitigating the effects thereof. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020. Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended or Not Recommended by the Budget Committee (Vote: 4-4-0)

Troy Brown spoke to the article

- **PROJECT OVERVIEW**
 - Proposed 71 mile natural gas transmission pipeline
 - Routed through Southern New Hampshire from Winchester to Pelham

- 19 New Hampshire municipalities impacted
- Capacity up to 1.3 billion cubic feet per day
- 2.68 miles through the Town of Litchfield
- Located along power line corridor
- Approximately 100 homes within 500 feet proposed pipeline
 - Brickyard, Cummings, Mockingbird, Nesenkeag, Wren, & Nakomo
- **ESTIMATED PROJECT SCHEDULE**
 - Federal Energy Regulatory Commission (FERC) - 4th quarter 2016
 - New Hampshire Site Evaluation Committee (SEC) - 2016
 - Proposed start of construction activity - January 2017
 - Proposed in service date - November 2018
- **NH MUNICIPAL PIPELINE COALITION**
 - Coalition organized in January 2015
 - Consists of 13 NH Towns impacted by the project
 - Share legal expenses & costs
 - Preserve and protect the interests of the towns & residents, including health, welfare and safety
 - Collaborative effort to gather information
 - Meet with Federal and State Representatives
 - Meet with NH State Officials, experts and Kinder Morgan representatives
- **LEGAL REPRESENTATION**
 - Richard A. Kanoff, Burns & Levinson - Boston, MA
 - Attends monthly coalition meetings
 - Prepared and submitted “*Motion to Intervene and Protest*” for Town of Litchfield and Coalition
 - Follows Federal and State permitting process
- **COST**
 - Coalition legal budget - \$300,000
 - Litchfield share - \$27,297 - \$11,700 (encumbered funds) = \$15,597

There were no amendments so the article will appear on the ballot as written.

ARTICLE 21 - CONSERVATION COMMISSION

To see if the Town will vote to require the Conservation Commission to provide the Board of Selectmen, unless waived by the Board of Selectmen, with an independent property appraisal on land they wish to purchase prior to requesting Board of Selectmen approval and to require the Conservation Commission to seek legal counsel review of purchase and sale agreements prior to approval by the Conservation Commission. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

There were no amendments so the article will appear on the ballot as written.

ARTICLE 22 - TAX CAP

Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than 5.5%. (3/5 vote required).

Recommended by the Board of Selectmen (Vote: 4-1-0)

Frank Byron made an amendment to the article
John Brunelle Seconded

AMENDED ARTICLE 22 - TAX CAP

Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than \$175,000. (¾ vote required.)

32:5-b Local Tax Cap. – Upon adoption under RSA 32:5-c, the following shall apply:

I. In a town or district that has adopted this section, **the estimated amount of local taxes to be raised** for the fiscal year, as shown on the budget **certified by the governing body or the budget committee** and posted with the warrant for the annual meeting pursuant to RSA 32:5, **shall not exceed the local taxes raised for the prior year**, as shown on the same budget and adjusted as provided in paragraph I-a, **by more than the tax cap** authorized when this section was adopted.

I-a. If the local taxes raised for the prior year were reduced by any fund balance brought forward from previous years, the amount of such reduction shall be added back and included in the amount to which the tax cap is applied under paragraph I.

II. **The tax cap shall be either a fixed dollar amount or a fixed percentage applied to the amount of local taxes raised by the town or district for the prior fiscal year** as reported to the department of revenue administration, subject to adjustment as provided in paragraph I-a.

How is the Tax Cap Adopted?

The legislative body must adopt the Tax Cap by a 3/5 majority vote.

A repeal of the Tax Cap requires a 3/5 majority vote by the legislative body.

The limit on the "Amount to be Raised by Taxes" applies to the total proposed budget which includes:

- Operating Budget composed of:
 - Expenditures, revenues, war service credits and overlay;
- Selectmen's Warrant Articles;
- Petitioned Articles;

With the proposed tax cap: The Budget Committee **must** submit a budget to the Deliberative Session of Town Meeting that limits, to the tax cap, the increase in the amount to be raised by taxes.

III. **The legislative body may override the cap by the usual procedures applicable to annual meetings and deliberative sessions** of the legislative body. The provisions of this section shall not limit the legislative body's authority to increase or decrease the amount of any appropriation or the total amount of all appropriations.

How do you override the Tax Cap? A budget proposed under the tax cap can be overridden (amended) at the deliberative session of Town Meeting. This is done **under the usual procedures that apply to the meeting**. This means that only a simple majority vote is required to override/amend the budget (or expenditures listed in the budget) or the recommendations on any warrant articles.

ARTICLE 23 - BY PETITION

To see if the Town will vote to open the LCTV studio to all Litchfield residents for Public Access Television this would have a net cost to the 2016 general taxation of \$0.

John Latcha spoke to the article stating that many other communities had a cable building that is accessible to the residents at all time.

Dick Pentheny - Chairman of the Cable Committee we do not have manned studio at this point in time and to be honest there is very little interest from the residents to staff this type of thing.

There were no amendments so the article will appear on the ballot as written.

No further business to conduct and a motion was made to close the meeting at 12:46.

A true record of business conducted at the Deliberative session, attest:

Theresa L. Briand
Town Clerk

**2016 WARRANT ARTICLES
TOWN OF LITCHFIELD, NEW HAMPSHIRE**

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **January 30, 2016 at 10:00** a.m. for explanation, discussion and debate of each warrant article. Warrant articles may be amended at this session per RSA §40:13, IV. You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **Tuesday, March 8, 2016 at 7:00** in the forenoon for the choice of Town Officers elected by official ballot to vote on questions required by laws to be inserted on the official ballot and to vote on all warrant articles from the first session on official ballot per RSA §40:13, VIII. The polls for the election of town officers and other action required to be inserted on said ballot will be open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

**ELECTION OF OFFICERS
ARTICLE 1**

2 Selectmen

John Brunelle
Kevin Bourque

3 Year Term

2 Budget Committee

Cynthia Couture
Paul B. Mallory
Shana Dodge
Jennifer Bourque
Andrew Cutter

3 Year Term

1 Checklist Supervisor

Robert Redding

6 Year Term

1 Cemetery Trustee

Warren Adams

3 Year Term

1 Trustee of Trust Funds

Michael Falzon

3 Year Term

2 Library Trustee

Cecile Bonvouloir

3 Year Term

ARTICLE 2 - SIGN ORDINANCE

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

Amend Section 1500, Sign Ordinance, to comply with the recent Reed v. Town of Gilbert, AZ Supreme Court decision clarifying the right to free speech and content based signs. Proposed amendments delete all provisions relevant to real estate, development, property sales, and agricultural "you pick" signs as they are considered content based and invalid under the recent decision. Section 1503.02 relative to Residential District Home Occupation signs is proposed

to be amended to allow signs for all property owners in the Residential District, not just home occupations. Additionally, a new provision is proposed to allow for Temporary Signs to be placed for 30 days without approval or a permit. A definition of “temporary signs” is proposed to be added to Section 200, Definitions.

This amendment has Planning Board approval.

ARTICLE 3 - SETBACKS OF SHEDS AND STRUCTURES ON ALBUQUERQUE

Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 502.03 of the Residential District to allow sheds less than or equal to 192 square feet to be setback a minimum of 10 feet from the side and rear lot lines. Further to reduce the building or structures set back from Albuquerque Avenue from 75 feet to 50 feet, consistent with the setback required for all other public rights of way.

This amendment has Planning Board approval.

ARTICLE 4 - TABLE OF DIMENSIONAL STANDARDS

Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend the Zoning Ordinance to relocate all dimensional standards (frontage, setbacks, and lot size) to new a single table of dimensional requirements in Section 300. Delete all relocated content from Sections 500-1000. There are no proposed changes to the dimensional requirements currently in effect with the exception of those within the Residential District. The Residential District side and rear setbacks for sheds less than or equal to 192 square feet is proposed to be reduced from 20 to 10 feet and the setback from Albuquerque Ave for all buildings and structures is proposed to be reduced from 75 to 50 feet. Also within the Residential District, uses other than single family residential and two-family residential are proposed to have a minimum of 150 feet of frontage and 1 minimum contiguous acre of dry land to be consistent with the requirements for single family residential in the same district.

This amendment has Planning Board approval.

ARTICLE 5 - DEFINITIONS AND AQUIFER PROTECTION DISTRICT

Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 200, Definitions, to remove site features such as fences and retaining walls from the definition of “structure” and add a definition of “public right of way”. Public Right of Way means Class I - Class VI highways as defined in NH RSA 229, or streets shown on subdivision and/or site plan plats approved by the Litchfield Planning Board. Amend Section 1252.00 of the Aquifer Protection District to correct the source citation for the original Aquifer Delineation Study.

This amendment has Planning Board approval.

ARTICLE 6 - 2016 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling \$5,425,953. Should this article be defeated, the default budget shall be \$5,359,917 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield 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. Estimated 2016 tax rate increase is \$0.17.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended nor Not Recommended by the Budget Committee (Vote: 4-4-0)

ARTICLE 7 - POLICE CONTRACT

To see if the Town will vote to approve the cost items for wage and related costs that have been included in the collective bargaining agreement reached between the Town of Litchfield and Council 93 of the American Federation of State, County and Municipal Employees which provides for the following increases in wages and benefits at the current staffing level and further to raise and appropriate the sum of \$18,329 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated 2016 tax rate impact: \$0.02.

2016 \$18,329.00

2017 \$14,623.00 (estimated)

2018 \$12,659.00 (estimated)

Recommended by the Board of Selectmen (Vote: 4-1-0)

Recommended by the Budget Committee (Vote: 8-0-0)

ARTICLE 8 - FIREFIGHTER PARAMEDIC TRAINING

To see if the Town will vote to raise and appropriate the sum of \$37,600 for expenses associated with training one (1) full time firefighter as a paramedic. This sum to come from the unassigned fund balance and no amount to be raised from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until training is completed or by December 31, 2019, whichever is sooner. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 4-0-1)

Recommended by the Budget Committee (Vote: 8-1-0)

ARTICLE 9 - SECOND YEAR OF TOWN NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to endorse the second year of a three year salary adjustment implementation plan to bring Town Employee salaries in line with the non-union employee wage plan, as approved by the Board of Selectmen in 2013.

Recommended by the Board of Selectmen (Vote: 5-0-0)

ARTICLE 10 - FIRST YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to raise and appropriate the sum of \$14,819 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the first year of a three year implementation plan. Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 6-2-0)

ARTICLE 11 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$60,000 to be placed in the Earned Time Accrual Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended nor Not Recommended by the Budget Committee (Vote: 4-4-0)

ARTICLE 12 - LIBRARY EARNED TIME ACCRUAL EXPENDABLE TRUST FUND

To see if the Town will vote to discontinue the Library's Vacation Accrual Expendable Trust Fund created in 2012 and return the balance of such fund to the Town's general fund. The balance of this fund as of December 31, 2015 is \$7,374. And further, to see if the Town will vote to establish an Earned Time Accrual Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of annually accounting for the cost of earned but unused vacation time so that the expenses associated with employee resignations, retirements and buyouts of accrued earned time do not impact the current year budget, and to raise and appropriate the sum of \$7,374.00 to put in the fund, with this amount to come from the unexpended fund balance as of December 31, 2015; and to further appoint the Library Board of Trustees to serve as agents to expend from the fund. This would have a net cost to 2016 general taxation of \$0.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

ARTICLE 13 - HUMAN SERVICES AND HEALTH AGENCIES

To see if the Town will vote to raise and appropriate the sum of \$15,167 to support the requests of Human Services and Health Agencies including Big Brothers/Big Sisters, Home Health & Hospice Care, St Joseph's Community Services (Meals on Wheels), Bridges, Community Council of Nashua, Court Appointed Special Advocates and American Red Cross.

Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 4-2-3)

ARTICLE 14 - BUILDING SYSTEMS TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$30,000 to be placed in the Building Systems Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

ARTICLE 15 - FIRE STATION EXHAUST REMOVAL SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of purchasing a vehicle exhaust removal system for the Fire Station. Estimated 2016 tax rate impact: \$0.06.

Recommended by the Board of Selectmen (Vote: 4-0-1)

Recommended by the Budget Committee (Vote: 8-0-0)

ARTICLE 16 - 2016 ROAD IMPROVEMENT PROJECTS

To see if the Town will vote to raise and appropriate the sum of \$200,000 for the purpose of road improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Cutler Road, Pinecrest Road and other roads as necessary. Estimated 2016 tax rate impact: \$0.23.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 8-0-0)

ARTICLE 17 - CHANGE PURPOSE OF PUBLIC WORKS EXPENDABLE TRUST FUND

To see if the Town will vote to amend the Public Works Expendable Trust Fund, as shown below with original text shown unchanged, new text shown in bold and deleted text shown as crossed out:

This Fund can be used for payment of solid waste disposal fees in excess of the annual budgeted appropriation for that purpose as well as the replacement of capital equipment at the Solid Waste Facility with a value ~~of~~ greater than \$5000. In addition, this Fund can be used for **repair and replacement of vehicles and equipment**, payment of snow removal related costs, including **but not limited to**, wages, contracted service fees and purchase of salt and sand in excess of the annual budgeted appropriation for those purposes. This would have a net cost to 2016 general taxation of \$0. (2/3 vote required).

Recommended by the Board of Selectmen (Vote: 5-0-0)

ARTICLE 18 - PUBLIC WORKS EXPENDABLE TRUST FUND APPROPRIATION

To see if the Town will vote to raise and appropriate the sum of \$25,000 for deposit into the Public Works Expendable Trust Fund as previously established. Estimated 2016 tax rate impact: \$0.03.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Recommended by the Budget Committee (Vote: 5-3-0)

ARTICLE 19 - RECYCLING REVOLVING FUND

To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of accounting for the cost of collection and disposal of recycling material, purchase of recycling supplies and equipment and other direct and indirect costs associated with the town's recycling program. The revenue from fees, charges and other income derived from the town's recycling program will be deposited into the fund and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town's general fund balance. The town treasurer shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. Estimated 2016 tax rate impact: \$0

Recommended by the Board of Selectmen (Vote: 5-0-0)

ARTICLE 20 - NORTHEAST ENERGY DIRECT (gas pipeline)

To see if the Town will vote to raise and appropriate the sum of \$15,597 to be expended at the discretion of the Board of Selectmen in opposition to the proposed Northeast Energy Direct high pressure gas pipeline and/or to minimize the impact thereof on the land and people of the Town, including, but not limited to, expenditures for legal representation and consultants, land use planning and consultation, public information purposes, administrative and court filing fees, participation in multi-town coalitions, and any and all other expenses reasonably related to opposing said pipeline project and/or mitigating the effects thereof. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020. Estimated 2016 tax rate impact: \$0.02.

Recommended by the Board of Selectmen (Vote: 5-0-0)

Neither Recommended nor Not Recommended by the Budget Committee (Vote: 4-4-0)

ARTICLE 21 - CONSERVATION COMMISSION

To see if the Town will vote to require the Conservation Commission to provide the Board of Selectmen, unless waived by the Board of Selectmen, with an independent property appraisal on land they wish to purchase prior to

requesting Board of Selectmen approval and to require the Conservation Commission to seek legal counsel review of purchase and sale agreements prior to approval by the Conservation Commission. Estimated 2016 tax rate impact: \$0.00.

Recommended by the Board of Selectmen (Vote: 5-0-0)

ARTICLE 22 - TAX CAP

Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than \$175,000. (3/5 vote required.)

Recommended by the Board of Selectmen (Vote: 4-1-0)

ARTICLE 23 - BY PETITION

To see if the Town will vote to open the LCTV studio to all Litchfield residents for Public Access Television this would have a net cost to the 2016 general taxation of \$0.

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 11TH DAY OF JANUARY 2016.

Steven D. Perry, Chairman

John R. Brunelle, Vice Chairman

Frank A. Byron

Kevin C. Bourque

Brent T. Lemire

Litchfield Board of Selectmen

