



**ABSENTEE
OFFICIAL BALLOT
ANNUAL TOWN ELECTION
LITCHFIELD, NEW HAMPSHIRE
MARCH 13, 2018**

BALLOT 2 OF 2

Thomas L. Briard
TOWN CLERK

ARTICLES CONTINUED

ARTICLE 10 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$50,000 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 2018 tax rate impact: \$0.00.

YES
NO

*Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)*

ARTICLE 11 - BUILDING SYSTEMS TRUST FUND

To see if the Town will vote to raise and appropriate the sum of \$25,000 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 2018 tax rate impact: \$0.00.

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)*

ARTICLE 12 - HERITAGE COMMISSION

To see if the Town will vote to establish a Heritage Commission in accordance with the provisions of RSA 673 and RSA 674 with members of the Commission to be appointed by the Board of Selectmen. The Commission shall be comprised of five citizens with up to five additional citizens appointed as alternate members. The purpose of such a Commission is to advise and assist other local boards and commissions; conduct inventories; educate the public on matters relating to historic preservation; provide information on historical resources; and serve as a resource for revitalization efforts. A heritage commission can also accept and expend funds from a non-lapsing heritage fund, acquire and manage property, and hold preservation easements.

YES
NO

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

ARTICLE 13 - DISPOSAL OF FIRE STATION BUILDING

To see if the Town will vote to authorize the Board of Selectmen to demolish or transfer ownership of the Fire Station Building located at 257 Charles Bancroft Highway. This article is contingent on an affirmative vote on Article 4, which approves funding for the construction of a new Fire Station Building. Should Article 4 fail, this article shall be null and void.

YES
NO

Not Recommended by the Board of Selectmen (2-3-0)

ARTICLE 14 - BEAUTIFICATION EXPENDABLE TRUST FUND (by petition)

To see if the Town will vote to establish a Town Beautification Expendable Trust Fund pursuant to RSA 31:19-a, for the purpose of enhancing community pride and identity in a variety of ways, such as but not limited to, purchasing flowers, trees, shrubs, signs, holiday decorations, monuments and other amenities to improve the visual appearance of town buildings, facilities, roadsides and landscaping; further to raise and appropriate \$2,500 to put in the fund; furthermore to name the Board of Selectmen as agents to expend from said fund based on proposals or petitions received from town citizens, groups and/or boards and committees. Estimated 2018 tax rate impact: Less than \$0.01.

YES
NO

*Recommended by the Board of Selectmen (3-2-0)
Recommended by the Budget Committee (6-1-1)*

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

**TOWN OF LITCHFIELD
2018 VOTER GUIDE AND SAMPLE BALLOT**
Tuesday, March 13, 2018 from 7am to 7pm at Campbell High School Gymnasium
Photo ID required to vote - You may register to vote at the polls
2018 Budget Information and Annual Report can be viewed at:
www.litchfieldnh.gov

Article 2 - Zoning Amendment No. 1

This article is recommended by the Planning Board. It will amend the zoning ordinance Section 507.05 (b) Accessory Dwelling Units, Administration to remove requirement for a certificate of compliance upon conveyance of the property.

Article 3 - Zoning Amendment No. 2

Recommended by the Planning Board, this article will adopt a new section 1040.00 "Demolition Review Ordinance". Prior to demolition, this section will allow the Heritage Commission to review demolition of structures built prior to 1960 and greater than 500 square feet that are architecturally, culturally or historically significant. Property owner retains ability to sell, modify or demolish their property. If article 12 fails this article will be null and void.

Article 4 - Fire Station Bond

Unanimously supported by the Board of Selectmen and Budget Committee, this article proposes to construct a new four-bay, 11,000 square-foot Fire Station Building at Liberty Way in the amount of \$3,750,000. According to town assessing records, the median price of a Litchfield home is approximately \$300,000. Based on this, the tax impact of the first year bond payment (20 year) is about \$90 per year, \$7.50 per month or \$0.25 per day. The first bond payment is not required until 2019 so there is no tax impact in 2018. Below is a conservative debt schedule based on a 20 year bond at 3.25%.

ESTIMATED FIRE STATION BOND SCHEDULE - 20 years @ 3.25%							
TOTAL AMOUNT OF PRINCIPAL \$3,750,000 / TOTAL AMOUNT OF INTEREST \$1,418,882.29							
YEAR	PRINCIPAL	PAYMENT	TAX	YEAR	PRINCIPAL	PAYMENT	TAX
2019	\$3,750,000	\$267,369.79	\$0.30	2029	\$2,175,000	\$260,687.50	\$0.29
2020	\$3,615,000	\$257,487.50	\$0.29	2030	\$1,985,000	\$259,512.50	\$0.29
2021	\$3,475,000	\$257,937.50	\$0.29	2031	\$1,790,000	\$258,175.00	\$0.29
2022	\$3,330,000	\$258,225.00	\$0.29	2032	\$1,590,000	\$256,675.00	\$0.29
2023	\$3,180,000	\$258,350.00	\$0.29	2033	\$1,385,000	\$260,012.50	\$0.29
2024	\$3,025,000	\$258,312.50	\$0.29	2034	\$1,170,000	\$258,025.00	\$0.29
2025	\$2,865,000	\$258,112.50	\$0.29	2035	\$950,000	\$255,875.00	\$0.29
2026	\$2,700,000	\$257,750.00	\$0.29	2036	\$725,000	\$258,562.50	\$0.29
2027	\$2,530,000	\$257,225.00	\$0.29	2037	\$490,000	\$255,925.00	\$0.29
2028	\$2,355,000	\$256,537.50	\$0.29	2038	\$250,000	\$258,125.00	\$0.29

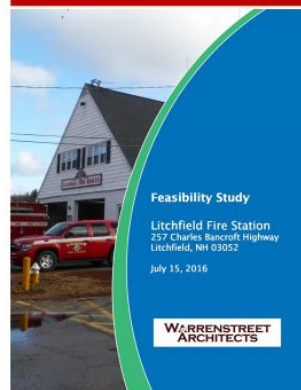
Please take a few minutes to learn more about this project at www.litchfieldfirestation.com or call / email Chief Fraitzl 424-8071 or chief@litchfieldfd.com.

Our Community has Changed our Fire Station has Not Kept Up



VEHICLES PARKED OUTSIDE DUE TO LACK OF SPACE

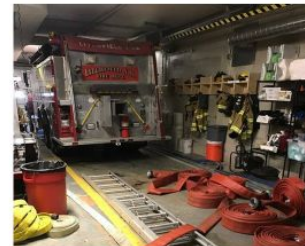
Existing Station has Significant Issues



- Insufficient Means of Egress and Handicap Access for Public
- Hazardous Materials Present
- Structural Issues
- Site Shared with Church and Town Historic Commission
- Limited Parking
- Constrained by Existing Wetland
- Building "Up" Not an Option

Existing Station has Space Issues

No space to work, putting truck back in service. FF's must work outside in dark, heat or cold and wind.



Trucks too close to walls doors do not open fully, hit walls and scratch paint

Site Plan for New Station



This plan allows for the future construction of a police station with shared core facilities (kitchens, training/meeting rooms, etc.)

ARTICLES CONTINUED

ARTICLE 4 - FIRE STATION BOND

To see if the Town will vote to raise and appropriate the sum of \$3,750,000 for the purpose of constructing and equipping a new Fire Station building, and to authorize the issuance of not more than \$3,750,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33), and to authorize the selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the selectmen to take any other action relative thereto (3/5 ballot vote required). Estimated 2018 tax rate impact: \$0.00.

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (8-0-0)*

ARTICLE 5 - 2018 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 \$6,215,024. Should this article be defeated, the default budget shall be \$6,112,492 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 2018 tax rate impact: \$0.07.

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)*

ARTICLE 6 - FULL TIME POLICE OFFICER

To see if the Town will vote to hire a full time police officer effective July 1, 2018 and vote to raise and appropriate the sum of \$40,899 for wages and benefits for the period of July 1, 2018 to December 31, 2018. Estimated 2018 tax rate impact: \$0.05.

FT Officer	2018 (6 months)	2019 (12 months)
Wages	\$24,929.00	\$52,998.00
Health (2 person)	\$ 7,557.00	\$18,136.00
Dental (2 person)	\$ 341.00	\$ 818.00
NHRS	\$ 7,337.00	\$15,997.00
Workers Comp	\$ 374.00	\$ 795.00
Medicare	\$ 361.00	\$ 768.00
Total	\$40,899.00	\$89,512.00

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)*

ARTICLE 7 - 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 Broadview Drive, Kemo Circle, Pakesso Drive, Sata Way, Kokohehas Circle and other roads as necessary. Estimated 2018 tax rate impact: \$0.22.

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Not recommended by the Budget Committee (2-5-1)*

ARTICLE 8 - PLOW TRUCK LEASE PURCHASE

To see if the Town will vote to authorize the selectmen to enter into a six (6) year lease purchase agreement for the sum of \$161,640 for the purpose of lease purchasing a plow truck with equipment and attachments for the Highway Department and to raise and appropriate the sum of \$26,940 for the first year's payment for that purpose. The first year's payment in the amount of \$26,940 shall come from the unassigned fund balance and no amount to be raised from taxation. This lease agreement contains an escape clause. Estimated 2018 tax rate impact: \$0.00.

2018	2019	2020	2021	2022	2023	Total
\$26,940	\$26,940	\$26,940	\$26,940	\$26,940	\$26,940	\$161,640

YES
NO

*Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)*

ARTICLE 9 - THIRD YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION

To see if the Town will vote to raise and appropriate the sum of \$10,401 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 third year of a three year implementation plan. Estimated 2018 tax rate impact: \$0.01.

YES
NO

*Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)*

GO TO NEXT BALLOT AND CONTINUE VOTING



**ABSENTEE
OFFICIAL BALLOT
ANNUAL TOWN ELECTION
LITCHFIELD, NEW HAMPSHIRE
MARCH 13, 2018**

BALLOT 1 OF 2

Thomas L. Briand
TOWN CLERK

INSTRUCTIONS TO VOTERS

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

<p>BUDGET COMMITTEE Vote for not more than TWO</p> <p>Three Year Term</p> <p>BRION HODGKINS <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>CHECKLIST SUPERVISOR Vote for not more than ONE</p> <p>Six Year Term</p> <p>SHIRLEY ANN REED <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>MODERATOR Vote for not more than ONE</p> <p>Three Year Term</p> <p>JOHN G. REGAN <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>
<p>BUDGET COMMITTEE Vote for not more than TWO</p> <p>Two Year Term</p> <p>JESSICA MARTIN <input type="radio"/></p> <p>NICOLE FORDEY <input type="radio"/></p> <p>GEORGE LAMBERT <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>LIBRARY TRUSTEE Vote for not more than ONE</p> <p>Three Year Term</p> <p>GAIL MUSCO <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>SELECTMEN Vote for not more than ONE</p> <p>Three Year Term</p> <p>CHAD D. PINCIARO <input type="radio"/></p> <p>STEVE WEBBER <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>
<p>CEMETERY TRUSTEE Vote for not more than ONE</p> <p>Three Year Term</p> <p>STEVEN P. CALAWA <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>LIBRARY TRUSTEE Vote for not more than ONE</p> <p>Two Year Term</p> <p>DONNA FERGUSON <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>	<p>TRUSTEE OF TRUST FUNDS Vote for not more than ONE</p> <p>Three Year Term</p> <p>STEVEN P. CALAWA <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>_____ <input type="radio"/></p> <p>(Write-in)</p>

ARTICLES

ARTICLE 2 - ZONING AMENDMENT No. 1
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 507.05 (b) Accessory Dwelling Units, Administration to remove requirement for a certificate of compliance upon conveyance of the property.

YES
NO

Recommended by the Planning Board (5-0-0)

ARTICLE 3 - ZONING AMENDMENT No. 2
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?

Adopt a new section 1040.00 Demolition Review Ordinance to allow for review of historic structures prior to demolition. The ordinance proposes a delay of up to 40 days prior to issuance of a demolition permit for structures built prior to 1960 and greater than 500 square feet that are architecturally, culturally or historically significant. This delay would allow an opportunity to consider preservation options or alternatives to demolition. This article shall take effect on July 1, 2018. This article is contingent on an affirmative vote on Article 12, which establishes a Heritage Commission. Should Article 12 fail, this article will be null and void.

YES
NO

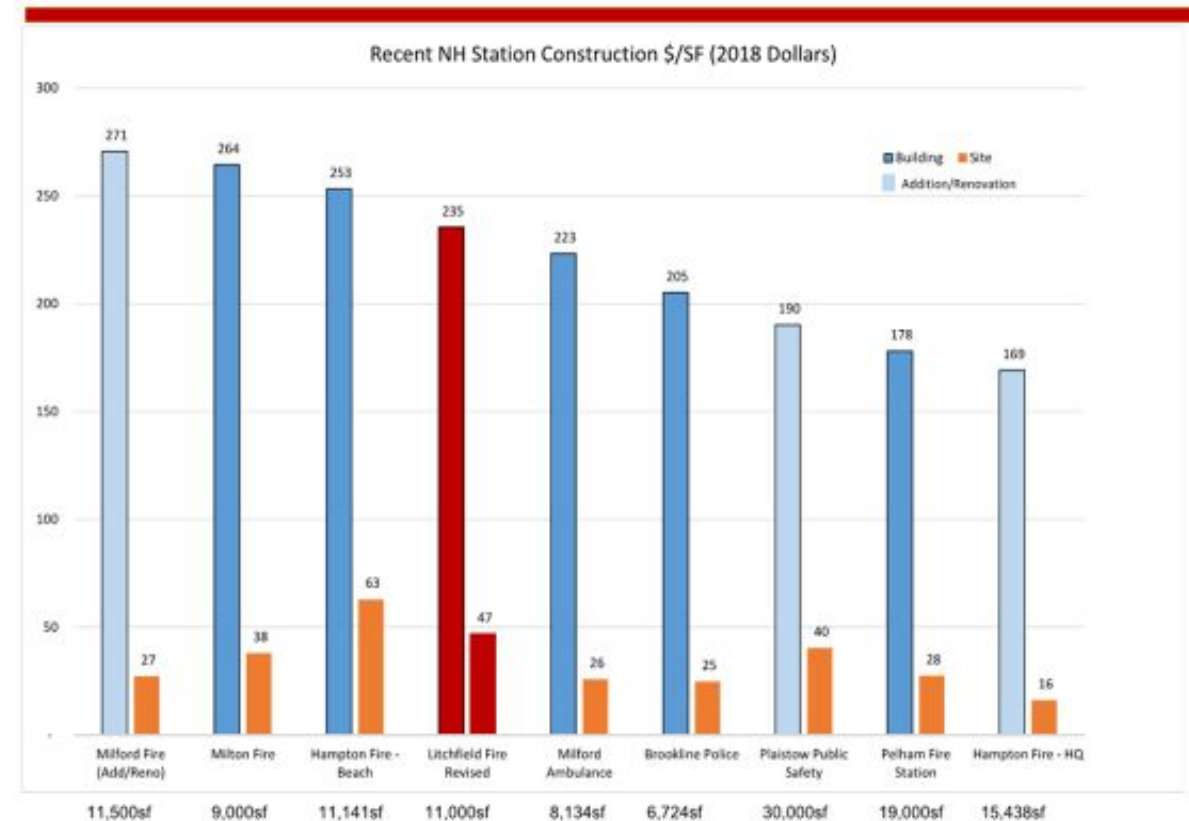
Recommended by the Planning Board (5-0-0)

TURN BALLOT OVER AND CONTINUE VOTING

Floor Plan



ALBUQUERQUE AVE



Article 5 - 2018 Operating Budget

The operating budget recommended by the Budget Committee and Board of Selectmen is \$6,215,024 an increase of \$459,217 or 7.98% over the 2017 approved operating budget. The default operating budget, should the proposed budget fail, is \$6,112,492 a reduction of \$102,532 from the proposed operating budget. Major increases in the 2018 operating budget are wages for the new full-time police officer position approved last year, union & non-union wages, legal fees due to the Saint-Gobain PFOA issue, replacement fire department rescue equipment ("Jaws of Life" - 20 yrs old) and fire hydrants (\$153,000). If approved, the recommended operating budget represents a tax rate increase of \$0.07 per thousand dollars of assessed value.

Article 6 - Full Time Police Officer

This article is unanimously supported by the Board of Selectmen and Budget Committee. It seeks to implement the 2008 Municipal Resources Inc. (MRI) report which recommended 2 man 24 hour patrol coverage for the community of Litchfield. With the approval of a full-time police officer last year, this additional officer will complete the recommended amount of patrol officers and there will be no new patrol officer positions required in the foreseeable future. If approved, it may take up to 1 year before a new officer is certified and fully trained which should result in savings of at least \$65,000 in overtime and benefit costs per year.

Article 7 - Road Improvement Projects

This article continues the road improvement program supported by voters for the past several years. The town maintains approximately 63 miles of roads. The 2018 projects are Broadview Drive - Reclaim/Pave, Kemo Circle - Reclaim/Pave, Kokokehas Circle - Reclaim/Pave, Pakesso Drive - Reclaim/Pave and Sata Way - Pave.

Article 8 - Plow Truck Lease Purchase

If approved, this article will replace the 1990 International plow truck which is 28 years old and has about 221,745 miles. The truck is no longer reliable and most likely will not pass state inspection without major repairs to the frame and chassis. It is estimated to cost \$91,000 for the truck chassis, \$60,178 for the dump body and plow equipment and \$10,462 for financing (3%). The first payment will be funded from the town's unassigned fund balance and will not raise taxes in 2018. The remaining payments will come from property taxes.

Article 9 - Third Year of Library Non Union Wage Plan Implementation

The Library Board of Trustees adopted the Town's three year wage plan implementation program in 2015 to adjust for structural deficiencies in the previous wage scale. This warrant funds the last year of said plan. It covers seven (7) non-union part time employees.

Article 10 - Town Earned Time Accrual Expendable Trust Fund

The town's earned time expendable trust fund was established in 2014 to cover costs of unused earned time for town employees upon voluntary or involuntary separation of employment, retirement or for annual "buybacks" in accordance with the Collective Bargaining Agreement and Personnel Policy. The fund balance is about \$30,000 and annual costs are about \$50k to \$60k. Currently, there are eight (8) employees eligible to retire which could cost approximately \$95,000. The total unfunded town liability, according to the 2016 financial statements, is \$310,000. This article will be funded from the town's unassigned fund balance and will not raise 2018 taxes.

Article 11 - Building Systems Trust Fund

The Building System Expendable Trust Fund was established in 2013 for costs associated with unanticipated system failures of buildings such as septic systems, roof repairs/replacements, heating and ventilation equipment and structural repairs that require immediate action and cannot be deferred until the next fiscal year. The town owns several buildings that range from 19 to 150 years old such as the Town Office / Police Station, Fire Station, Talent Hall, Library, Highway Garage & Salt Shed, Recycling / Transfer Buildings, Dog Kennel and the Old Historic Town Hall. The fund balance as of December 31, 2017 is approximately \$30,000. This article proposes to appropriate an additional \$25,000 to increase the financial reserves to meet most unplanned system failures. This article will be funded from the town's unassigned fund balance and will not raise 2018 taxes.

Article 12 - Heritage Commission

This article would establish a Heritage Commission to advise and assist other local boards and commissions for the protection of community historical and cultural resources by providing educational, advisory and technical information. Upon request, it may assist the Planning Board with the review of community projects or the development and review of sections of the town master plan which addresses cultural and historic resources.

Article 13 - Disposal of Fire Station Building

This article is not supported by the Board of Selectmen and is considered "advisory" only. At the January 11, 2018 public bond hearing, residents were concerned about the future use of the existing building and ongoing operating and repair costs if a new station is approved. Many residents thought it would be best to dispose of the existing Fire Station and requested an opportunity to vote on this matter. The building was constructed in 1957 by volunteer firefighters with donated labor, material and funds. The July 15, 2016 Building Feasibility Study cited multiple building code violations, life & safety code violations, limited 1st and 2nd floor egress, structural issues and possible asbestos containing material. The site shares parking with the Presbyterian Community Church, Litchfield Historical Society, LCTV staff, Boy & Girl Scout meetings, Lions Club meetings and other events. It also shares the leach field with the old Town Hall and is the location for the Memorial Day Ceremony. The building could be used for storage of town records and files or storage of recreation, highway, fire, police & school equipment. Other possibilities, which would require building improvements, could be food pantry, farmers market, cable studio, senior center, annual rabies clinic, etc. The property could be transferred to the Litchfield Historical Society or Litchfield Presbyterian Community Church. Private sale is possible but not likely due to site and zoning restrictions and shared facilities such as parking, sewer and water. If the town uses the building for storage the annual cost for heated space is approximately \$3,700 and for cold storage the estimated cost is about \$750 per year. These estimates do not include insurance, snow removal, landscaping and major repairs.

Article 14 - Beautification Expendable Trust Fund (by petition)

This article is a citizens petition to establish an expendable trust fund in the amount of \$2,500 for enhancing community pride and identity by purchasing flowers, signs, flags, holiday decorations, monuments and other beautification efforts. If approved, the Board of Selectmen would be designated as agents to expend based on proposals submitted by town citizens, groups and committees. This article will be funded from the town's unassigned fund balance and will not raise 2018 taxes.

QUESTIONS

For further information please contact Troy Brown, Town Administrator by email: tbrown@Litchfieldnh.gov or by phone: 603-424-4046 ext 1250