



Annual Report for the Town of  
**Shelburne**  
New Hampshire

FOR THE YEAR ENDING DECEMBER 31, 2019

# TOWN OF SHELBURNE OFFICERS 2019-2020

## SELECT PERSONS

Stan Judge	466-3986
Heidi Behling	466-5663
Lucy Evans	466-5164

## ADMINISTRATIVE ASSISTANTS

Noelle Meer	466-2262
Jo Carpenter	466-2262

## BUILDING INSPECTOR

Rav Bennett	Home	466-5270
	Cell	723-5270

## TOWN CLERK/TAX COLLECTOR

Vacant	466-2262
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## TREASURER

Robert Pinkham/ David M. Landry	466-2262
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## PUBLIC WORKS DIRECTOR

Zack Wight	Office	466-2957
	Cell	348-2871

## ROAD AGENT

Ken Simonoko	Office	466-2957
	Home	466-3690
	Cell	723-0865

## FIRE CHIEF

Randy Davis	Cell	707-1360
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## FIRE WARDEN

Bob Langlands	466-2022	
	Cell	723-7910

## EMERGENCY MANAGEMENT

Stanley Judge	466-3986
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## GRS COOP BOARD - SHELBURNE REPRESENTATIVES

Greg Corrigan	466-5868
Jo Carpenter	466-3840
David Backler, Superintendent	466-3632

## TOWN OFFICE

	Fax	466-2262
		466-5271
E-mail - townofshelburnenh@gmail.com		
Website - www.townofshelburnenh.com		

## FIRE STATION

466-3465

## HIGHWAY OFFICE/TRANSFER STATION

466-2957

## EMERGENCY - FIRE, POLICE, & AMBULANCE

911

*Front Cover Photograph by Katie Stuart*

*Rear Cover Photograph by Larry Ely*

ANNUAL REPORT  
OF THE TOWN OF  
SHELBURNE, NEW HAMPSHIRE

FOR THE YEAR ENDING  
DECEMBER 31  
2019



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## DEDICATION

This town report is dedicated to the memory of the following Shelburne citizens we lost (listed in order of passing):

### **Robert and Rose Isaksen**

Robert and Rose Isaksen, both passed away in Punta Gorda, FL in 2019; Robert on February 6<sup>th</sup> at 76 years of age and Rose on May 17<sup>th</sup> at 72 years of age. The Isaksens owned “Cabin Town” for several years, and after their retirement to Florida continued to return to Shelburne each summer as seasonal residents at the White Birches Campground. They are survived by their sons, daughters, grandchildren, great-grandchildren, and several nieces and nephews.

### **Paul Collins**



Paul J. Collins, M.D., 88, passed away on April 11, 2019, after a brief illness. He was born in Boston in 1931 and was the husband of Carol (Springer) Collins. He is survived by his son and daughter, as well as many nieces and nephews. He was predeceased by his two sisters, his brother, and his first wife, Mary Gleason Collins.

He served in the Navy during the Korean War and was aboard the USS Consolation as a medical corpsman. After being discharged, he graduated from Boston College and Georgetown University Medical School. He worked at Nashua Memorial Hospital as a radiologist for many years before retiring and moving to Shelburne. His favorite sport was golf and he was an avid skier and loved the mountains of New Hampshire. He collected art, coins, and stamps. Chess and reading were both passions. He was a communicant of Holy Family Church in Gorham, N.H., and a member of the Dupont-Holmes American Legion Post No. 82.

## **Reny Demers**



Reny J. Demers, age 87, passed away peacefully on July 23, 2019, at the Coos County Nursing Home in Berlin, following a lengthy illness. Prior to his brief stay at the nursing home, he was cared for lovingly in his home by his devoted wife, Eva Jane Demers, with whom he shared 51 years of marriage.

Reny was born in Sanford, ME, the ninth of eleven children and graduated from Sanford High School in 1951. He served in the U.S. Navy and then attended Gorham Teachers College where he received his Bachelor of Science in

Education, as well as his Master's degree. Reny was in the field of education for 38 years, first as a social studies teacher and then as a principal for 32 years. His last principalship was at the Edward Fenn Elementary School in Gorham, NH. He was a member of the NH Teachers Association and a life-long member of the National Education Association.

In addition to his wife Eva Jane, he leaves his daughters, a brother, mother-in-law, grandchildren, sisters-in-law, a Godson and numerous nieces, nephews, and cousins. He was predeceased by nine siblings.

## **Alan Huff**



Alan Frank Huff, 78, passed away at his home in Shelburne on August 25, 2019, after a period of failing health.

He was born in Fall River, MA in 1941 and lived in Portland, ME before moving to Gorham, NH, where he was raised and graduated from Gorham High School. Alan had been employed by Bartlett Tree Co. and TV Lab. He then moved to Shelburne in the early 1980s and opened Al's TV. Alan loved playing checkers online and was an active Boston sports fan. He loved automobiles and had owned several Corvettes.

Members of the family include his daughter, two grandchildren, his stepmother and many friends. He was predeceased by his wife Marilyn (Evans) Huff and a brother.

## **Elizabeth Ramsey**

Elizabeth R. Ramsey was born on September 16, 1937 and passed away on October 2, 2019. She was 82 years old. A resident of Shelburne, Elizabeth lived with, and is survived by, her daughter, also named Elizabeth.

## **Michael Ryan**



Michael J. Ryan, 69, passed away unexpectedly on October 19, 2019 at Dartmouth Hitchcock Medical Center in Lebanon, NH. He was born in Baltimore, MD and raised in Bel Air, MD. He attended Perry Hall Senior High School where he met his future wife, Deborah Tircuit and graduated with the class of 1968. The couple married in 1972. Mike worked at Baltimore Gas and Electric as an Electric Systems Operator for 13 years. In 1985, they moved to Shelburne to be closer to the mountains they loved and started Moriah Design Agency where Mike worked as the business manager. Mike was an avid long-distance cyclist and enjoyed cross country ski racing. He served as a member of the Shelburne Memorial Forest Committee and helped maintain the memorial there. Michael is predeceased by his parents. He is survived by his wife of 47 years, Deborah, a sister, and his beloved dog Trooper.

## David Wilson



David W. Wilson, 88, former longtime resident of Shelburne, passed away on Nov. 24, 2019, at the Grafton County Nursing Home in North Haverhill. David was born in Berlin on June 11, 1931. He served in the U.S. Army during the Korean War, was a graduate of UNH and Keene State College. He worked for several schools and retired from teaching at Berlin High School after 26 years. He also taught drivers education for many years. David was a longtime member of Winthrop Grange #315 in Shelburne; Northern NH Pomona; New Hampshire

State Grange; National Grange; and St. Paul Lutheran Church, Berlin. He had a passion for horses and owned and bred Standardbred trotting horses and was a member of the Maine Standardbred Breeders and Owners Association. David was predeceased by his loving wife of 57 years, Joan Antonsen Wilson, his sister, and a brother. Family members include his three children, his brother, grandchildren, great-grandchildren, nieces, nephews and cousins. He is also survived by his present wife of almost 10 years, Beverly Woods Wilson of Bath, and her two sons. He was predeceased by Beverly's daughter.

## Burt Meyers



Burton E. Meyers, 90, passed away on November 29, 2019, at the St. Vincent de Paul Rehab and Nursing Center. He was born and raised in Nashua, NH. He entered the US Navy in 1948 and served in the Korean War. He married Priscilla "Tillie" Hayes on December 22, 1951, and then they moved to Shelburne. Burt worked for Brown Company, Currier Trucking, and as a Walmart greeter for 10 years. He was a Golden Sheaf member of the Winthrop Grange, a member of the Northern NH Pomona Grange and the

National Grange. He had served on the Shelburne Fire Department for over 30 years and was a member of the Dupont-Holmes Post #82 American Legion for over 63 years. Family includes his daughter, grandchildren, great-grandchildren, a brother and several nieces and nephews. He was predeceased by his wife Priscilla "Tillie" Meyers on June 4, 2015.



## **John Gralenski**



John J. Gralenski was 83 when he passed away unexpectedly on September 2, 2019 at Dartmouth Hitchcock Medical Center in Lebanon, NH. He was born and raised in Massachusetts and was a graduate of UMass at Amherst. He came to NH in 1964 and moved to Shelburne in 1974. Prior to his retirement, he had been employed by Crown Vantage Corporation as a foreman. He was an avid sportsman and enjoyed hunting, fishing, and all outdoor activities. Members of his family include his wife Cynthia, sons, grandchildren, great-granddaughter, brothers, and several nieces and nephews. He was predeceased by a brother and a sister. John gave so much of his time to serving the Town of Shelburne in several capacities: 10 years as a selectman, 37 years on the Memorial Forest Committee, 30 years on the Conservation Committee, Zoning Board of Adjustment, and volunteered countless hours at the Transfer Station, for which he was also a licensed operator.

## **Cynthia Gralenski**



Cynthia F. Gralenski, 76, passed away on January 7, 2020 at the St. Vincent de Paul Rehab and Nursing Center. She was born in Gloucester, MA and grew up in Rockport, MA where she met her husband, John. They moved to Shelburne in 1974. Cynthia was an active volunteer for the AVH Auxiliary and the St. Vincent de Paul Society, the Shelburne Cemetery Committee, the Shelburne Neighbor's Club, and loved to watch all sporting activities of her children and grandchildren. Family includes her mother, brother, two sons, grandchildren, a great-granddaughter, and several nieces and nephews. She was predeceased by her husband John, her stepfather, and her brother.

# TOWN OFFICERS 2019 - 2020

## **SELECTPERSONS**

Heidi Behling  
Stanley Judge  
Lucy Evans

Term expires 2020  
Term expires 2021  
Term expires 2022

## **TREASURER**

Robert Pinkham

Term expires 2021

## **DEPUTY TREASURER**

David M. Landry

Term expires 2020

## **TAX COLLECTOR**

Vacant

Term expires 2021

## **DEPUTY TAX COLLECTOR**

Kimberly Landry

Term expires 2020

## **TOWN CLERK**

Vacant

Term expires 2021

## **DEPUTY TOWN CLERK**

Jo Anne Carpenter

Term expires 2020

## **AUDITOR**

David Hamel

Term expires 2021

## **MODERATOR**

John Henne

Term expires 2020

## **EMERGENCY MANAGEMENT**

Stanley Judge

## **FIRE CHIEF**

Randy Davis

## **DIRECTOR OF PUBLIC WORKS**

Zack Wight

## **ROAD AGENT / ASST. DIRECTOR OF PUBLIC WORKS**

Ken Simonoko

## **BUILDING AND CODE ENFORCEMENT**

Rav Bennett

## **FAST SQUAD**

Patrick Galligan

**HEALTH AND WELFARE**

Lucy Evans

**FIRE WARDEN**

Robert Langlands

**SUPERVISORS OF THE CHECKLIST**

Constance Landry

Term expires 2020

Robin Henne

Term expires 2022

Ann Judge

Term expires 2024

**BALLOT CLERKS**

Beverly Pinkham

Robert Pinkham

**BUDGET COMMITTEE**

Stanley Judge

Term expires 2020

Francis Chamberlain

Term expires 2020

David L. Landry

Term expires 2021

Michael Brosnan

Term expires 2021

David M. Landry

Term expires 2022

**PLANNING BOARD**

Heidi Behling

Term expires 2020

Francis Chamberlain

Term expires 2020

John Carpenter

Term expires 2020

Timothy Buxton

Term expires 2021

VACANT

Term expires 2021

VACANT

Term expires 2022

David L. Landry

Term expires 2022

**BOARD OF ADJUSTMENT**

Raymond Danforth

Term expires 2020

Michael Prange

Term expires 2020

David M. Landry

Term expires 2021

VACANT (alternate)

Term expires 2021

Jennifer Corrigan

Term expires 2022

Fran Chamberlain

Term expires 2022

VACANT (alternate)

Term expires 2023

**MEMORIAL FOREST**

Joselyn Labonville

Term expires 2020

Peter Behling

Term expires 2021

VACANT

Term expires 2023

**CEMETERY TRUSTEES**

William Healy

Term expires 2020

Ann Leger

Term expires 2021

Dan Levin

Term expires 2022

**TRUSTEES OF TRUST FUNDS**

VACANT	Term expires 2020
Lucie Kinney	Term expires 2021
Lucinda Bragg	Term expires 2022

**CONSERVATION COMMISSION**

Katie Stuart	Term expires 2020
David Carlisle	Term expires 2021
Mary Jo Landry	Term expires 2021
Stanley Judge	Term expires 2021
Debbie Ryan	Term expires 2022
Larry Ely	Term expires 2022
Heidi Wight	Term expires 2022

**PARK COMMISSION**

Debbie Hayes	Term expires 2020
VACANT	Term expires 2021
Marc Van Sant	Term expires 2021
Ken Simonoko	Term expires 2022
Beverly Pinkham	Term expires 2022

**LANDFILL COMMITTEE**

Heidi Behling	Term expires 2020
Raymond Danforth	Term expires 2021
VACANT	Term expires 2021
Ken Simonoko	Term expires 2022

**HERITAGE COMMISSION**

Mary Jo Landry	Term expires 2020
Roger Morrissette	Term expires 2021
Dick Lussier	Term expires 2022
Heidi Wight	Term expires 2022
Ken Simonoko	Term expires 2022

**LIBRARY TRUSTEES**

Constance Landry	Term expires 2020
Robert Pinkham	Term expires 2021
David Hamel	Term expires 2022

**ENERGY COMMITTEE**

Raymond Danforth	Term expires 2023
Michael Prange	Term expires 2023

**NORTH COUNTRY COUNCIL**

Stanley Judge	John Carpenter
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**Surveyors of Wood, Bark and Lumber,  
Fence Viewers  
Sealers of Weights and Measures  
THE SELECTPERSONS**

**STATE AND FEDERAL OFFICIALS**



**PRESIDENT OF THE UNITED STATES**

Donald J. Trump

**VICE PRESIDENT OF THE UNITED STATES**

Michael R. Pence

**U.S. SENATORS**

Margaret W. Hassan

Jeanne Shaheen

**U.S. CONGRESS**

Ann McLane Kuster

Chris Pappas

**GOVERNOR OF NEW HAMPSHIRE**

Chris Sununu

**EXECUTIVE COUNCIL**

Michael J. Cryans

**STATE SENATOR (District 1)**

David J. Starr

**STATE REPRESENTATIVE (District 3)**

William A. Hatch



## A SPECIAL THANK YOU



**To Stan Judge, Lucy Evans, and Heidi Behling:** Thank you for your continuing dedication to being Shelburne's governing body.

**To the 250<sup>th</sup> Celebration Committee** for creating an amazing event that was enjoyed by so many.

**To John Gralenski,** who is greatly missed by everyone, especially by all the dogs and kids to whom he always gave treats to.

**To Paula Simonoko** for continuing to keep the Highway Department Office feeling like home, and always making sure the kids have candy and the dogs have treats.

**To David Hamel** for taking care of the flags outside of the town hall and at the Memorial Forest.

**To Beverly Pinkham** for making the town beautiful by maintaining the town hall flower garden and the large planter in the park.

**To Sarah Wight and the many other volunteers** who contribute to Dump'n Donuts, making that Saturday trip to the Transfer Station less painful.

**To Bob and Bev Pinkham** for their selflessness in volunteering their services every Tuesday morning to set up and clean up the town hall and work tirelessly for each senior breakfast.

**And finally, to everyone that takes the time to volunteer to serve on committees or to hold town offices:** Thank you for all that you do! It is because of all of you that Shelburne such a special place to live.

# **Town Meeting Minutes**

## **March 12, 2019**

To the inhabitants of the Town of Shelburne, in the County of Coos, and the State of New Hampshire, qualified to vote in Town affairs; you are hereby notified and warned of the Annual Town Meeting which will be held as follows:

Date: March 12, 2019

Time: 7:00 PM

Location: Shelburne Town Hall

Details: Polls will be open 4 PM to 8 PM

### **Article 01: Choose officers**

The Town chose all necessary Town Officers for the year ensuing. *(By printed ballot, please see results at end).*

### **Article 02: Hear Reports**

The Town voted to hear and accept such reports of Town Officers heretofore chosen and pass any vote relating thereto.

*(Motion to accept such reports as printed in the annual Town Report by Raymond Danforth and seconded by Lucy Evans).*

### **Article 03: General Operating Budget**

The Town voted to raise and appropriate the Budget Committee's recommended sum of \$461,567 for general municipal operations.

This article does not include appropriations contained in special or individual articles addressed separately.

4130 Executive	\$42,135
4140 Election, Registration, & Vital Statistics	\$12,757
4150 Financial Administration	\$35,947
4152 Revaluation of Property	\$11,580
4153 Legal Expense	\$4,000
4155 Employee Benefits	\$75,600
4191 Planning and Zoning	\$2,500
4194 General Government Buildings	\$40,395
4195 Cemetery	\$3,900
4196 Insurance	\$13,194
4197 Regional Association	\$572

4215 Ambulance	\$21,921
4220 Fire Department	\$40,000
4221 Fire Warden	\$4,000
4240 Building Inspection	\$2,500
4250 Dispatch Agreement	\$3,476
4290 Emergency Management	\$5,500
4312 Highway	\$85,160
4324 Solid Waste Disposal	\$44,550
4414 Animal Control	\$200
4415 Health	\$630
4444 Welfare	\$5,000
4520 Parks & Recreation	\$3,550
4550 Library	\$500
4590 Memorial Forest	\$500
4611 Conservation Commission	\$1,000
4711 Principal Long-term Note	\$0
4721 Interest Long-term Note	\$0
4723 TAN Note	\$500

*(Motion to approve by Heidi Behling and seconded by Lucy Evans).*

**Article 04: Use of ETF**

The Town voted to raise and appropriate \$20,000 for the operation of the Highway Department with said funds to come from the New Employee Training Expendable Trust Fund for this purpose and no money will be raised by taxation. (12/31/2018 Balance - \$20,928.81)

*(Motion to approve by David Carlisle and seconded by Stanley Judge).*

**Article 05: Use of CRF**

The Town voted to raise and appropriate \$1,000 for the maintenance of cemeteries with said funds to come from the Cemetery Maintenance Capital Reserve Fund for this purpose and no money will be raised by taxation. (12/31/2018 Balance - \$10,868.63)

*(Motion to approve by Raymond Danforth and seconded by Heidi Behling).*

**Article 06: Change of Name and Purpose**

The Town voted to change the name and purpose of the existing Fire Mutual Aid Expendable Trust Fund to the Forest Fire / Fire Mutual Aid Expendable Trust, to allow funds to be used to pay for the costs associated with fighting forest fires and/or mutual aid calls, and to appoint the Selectmen as agents to expend from this fund.

*(Motion to approve by Joyce Carlisle and seconded by Stan Judge - 2/3 Majority vote required. Passed 29 YES votes and 0 NO votes.)*

Moderator, John Henne, asked Jo Carpenter to clarify why this particular article required a 2/3 majority vote. Jo explained that in order to change the name and purpose of an expendable trust fund, the RSAs require a super majority. Jo went on to say that the original purpose of the fund was to cover costs associated with mutual aid fire calls. Since mutual aid costs are not usually incurred due to the Town's membership in NorthPAC, it was suggested by Forest Ranger, Jason Huter, that the town consider using these funds towards the costs of fighting potential forest fires. In order to do so, the purpose of the fund had to be changed.

**Article 07: Establish EFT, appropriate funds and name agents**

The Town voted to authorize the establishment of an Expendable Trust Fund pursuant to RSA 31:19a, to be known as the Planning and Zoning Expendable Trust, for the purpose of covering the costs associated with maintaining the Master Plan and other planning and zoning regulations, and to raise and appropriate \$500 towards this purpose, and to appoint the Selectmen as agents to expend from this fund.

*(Motion to approve by Heidi Behling and seconded by Lucy Evans).*

**Article 08: Establish EFT, appropriate funds and name agents**

The Town voted to authorize the establishment of an Expendable Trust Fund pursuant to RSA 31:19a, to be known as the Landfill / Transfer Station Expendable Trust, for the purpose of covering costs associated with testing, reporting, and permitting, and to raise and appropriate \$5,000 towards this purpose, and to appoint the Selectmen as agents to expend from this fund.

*(Motion to approve by Ray Danforth and seconded by Robert Cone).*

**Article 09: Establish EFT, appropriate funds and name agents**

The Town voted to authorize the establishment of an Expendable Trust Fund pursuant to RSA 31:19a, to be known as the Brook Maintenance Expendable Trust Fund for the purpose of covering costs associated with the maintenance of brooks within the Town of Shelburne, and to raise and appropriate \$6,000 towards this purpose, and to appoint the Selectmen as agents to expend from this fund.

*(Motion to approve by Stan Judge and seconded by Heidi Behling).*

**Article 10: Appropriate funds to CRF**

The Town voted to raise and appropriate \$2,000 to the existing Town Building and Renovation Capital Reserve Fund, previously established. (12/31/2018 Balance – \$1,381.80)

*(Motion to approve by Heidi Behling and seconded by Raymond Danforth).*

**Article 11: Appropriate funds to CRF**

The Town voted to raise and appropriate \$34,500 to be added to the existing Heavy Highway Equipment Capital Reserve Fund, previously established. (12/31/2018 Balance - \$121,481.22)

*(Motion to approve by Robert Cone and seconded by David Hamel).*

**Article 12: Appropriate funds to CRF**

The Town voted to raise and appropriate \$15,000 to be added to the existing Fire Truck Capital Reserve Fund, previously established. (12/31/2018 Balance - \$66,097.59)

*(Motion to approve by Jo Carpenter and seconded by David Hamel).*



**Article 13: Appropriate funds to CRF**

The Town voted to raise and appropriate \$14,000 to be added to the existing Fire Department Equipment Capital Reserve Fund, previously established. (12/31/2018 Balance – \$393.60)  
*(Motion to approve by David Hamel and seconded by Heidi Behling).*

**Article 14: Appropriate funds to CRF**

The Town voted to raise and appropriate \$30,000 to be added to the existing Paving Capital Reserve Fund, previously established. (12/31/2018 Balance - \$61,822.55)  
*(Motion to approve by Robert Cone and seconded by Heidi Behling).*

**Article 15: Appropriate funds to CRF**

The Town voted to raise and appropriate \$500 to be added to the existing Peabody Farm Museum Capital Reserve Fund, previously established. (12/31/2018 Balance - \$10,545.87)  
*(Motion to approve by David Carlisle and seconded by Heidi Behling).*

**Article 16: Appropriate funds to CRF**

The Town voted to raise and appropriate \$5,000 to be added to the existing Revaluation Capital Reserve Fund, previously established. (12/31/2018 Balance - \$7,220.62)  
*(Motion to approve by Constance Landry and seconded by Lucie Kinney).*

**Article 17: Appropriate funds to CRF**

The Town voted to raise and appropriate \$500 to be added to the existing Cemetery Equipment Capital Reserve Fund, previously established. (12/31/2018 Balance - \$3,189.81)  
*(Motion to approve by Robert Cone and seconded by Stan Judge).*

**Article 18: Appropriate funds to EFT**

The Town voted to raise and appropriate \$1,000 to be added to the existing Sand/Gravel Expendable Trust, previously established. (12/31/2018 Balance - \$3,132.50)  
*(Motion to approve by Robert Cone and seconded by Ray Danforth).*

**Article 19: Appropriate funds to EFT**

The Town voted to raise and appropriate \$6,000 to be added to the existing General Building Maintenance Expendable Trust Fund, previously established (12/31/2018 Balance - \$5,794.59) *(Motion to approve by Lucy Evans and seconded by Heidi Behling).*

**Article 20: Appropriate funds to EFT**

The Town voted to raise and appropriate \$10,000 to be added to the existing Vehicle Maintenance Expendable Trust Fund, previously established (12/31/2018 Balance - \$4,216.47) *(Motion to approve by Constance Landry and seconded by David Hamel).*

**Article 21: Appropriate funds to EFT**

The Town voted to raise and appropriate \$14,310 to be added to the existing Police Services Expendable Trust Fund, previously established, and voted to withdraw \$4,310 from the Land Use Change Fund towards this amount, and the balance of \$10,000 will be raised by taxation. (12/31/2018 Balance - \$7,424.73) *(Motion to approve by Raymond Danforth and seconded by Jo Carpenter).*

Jo Carpenter informed everyone of how land use taxes are assessed and collected and what they can be used for. She explained that the amount received would be put towards offsetting the costs of State Police details instead of raising this amount via taxation.

**Article 22: Appropriate funds to EFT**

The Town voted to raise and appropriate \$1,200 to be added to the existing Household Hazardous Waste Expendable Trust Fund, previously established. (12/31/2018 Balance - \$367.89) *(Motion to approve by Ray Danforth and seconded by David L. Landry).*

**Article 23: Appropriate funds to EFT**

The Town voted to raise and appropriate \$2,000 to be added to the existing Forest Fire / Fire Mutual Aid Expendable Trust Fund, previously established. *(Motion to approve by Heidi Behling and seconded by Stan Judge).*

**Article 24: Appropriate funds for 250<sup>th</sup> Anniversary Celebration**

The Town voted to raise and appropriate \$3,000 to cover costs associated with the Town of Shelburne's 250<sup>th</sup> Anniversary Celebration.

*(Motion to approve by Hildreth Danforth and seconded by David L. Landry).*

**Article 25: Family Resource Center Petition**

The Town voted to raise and appropriate \$1,000 for the purpose of supporting the Family Resource Center in Gorham. *(By petition -Motion to approve by Robin Henne and seconded by Stan Judge).*

**Article 26: Gorham Learning Center Petition**

The Town voted to raise and appropriate \$2,000 for the purpose of supporting the Gorham Community Learning Center in Gorham.

*(By petition – Motion to approve by Ray Danforth and seconded by John Gralenski).*

**Article 27: Authorize Sale of Municipal Assets**

The Town voted to authorize the Selectmen to dispose of Municipal assets (vehicles, recyclables, etc.) under the authority of RSA 31:3.

*(Motion to approve by Hildreth Danforth and seconded by Robert Cone).*

**Article 28: Transact Other Business**

Transact any other business that may legally come before said meeting.

Jo Carpenter reminded everyone of the vacancies on several of the Town's committees. Each vacancy was listed and if anyone was interested in serving on a committee, they were instructed to contact the Town Office.

David Hamel thanked Zack Wight and Noelle Meer for their hard work and contribution to the town as they step into their new positions.

**ELECTION RESULTS:**

**Selectperson (3 yrs)**

Lucy Evans with 43 votes  
David Hamel with 2 votes

**Trustee of Trust Funds (3 yrs)**

Lucinda Bragg with 42 votes  
No Vote with 3 votes

**Trustee of Trust Funds (1 yr)**

No Vote with 44 votes  
Fran Chamberlain with 1 vote

**Cemetery Trustee (3 yrs)**

No Vote with 42 votes  
Dan Levin with 3 votes

**Memorial Forest (3 yrs)**

No Vote with 40 votes  
Mike Ryan with 2 votes  
John Gralenski with 1 vote  
Kevin Daniels with 1 vote  
Amy Kuzma with 1 vote

**Library Trustee (3 yrs)**

David Hamel with 27 votes  
No Vote with 16 votes  
Joyce Carlisle with 1 vote  
John Russel with 1 vote

**Auditor (2 yrs)**

David Hamel with 25 votes  
No Vote with 20 votes

**Budget Committee (3 yrs)**

David M. Landry with 45 votes

**Gorham Randolph Shelburne Cooperative School District:**

**School Board Member (3 yrs)**

Jo Carpenter with 44 votes  
No Vote with 1 vote

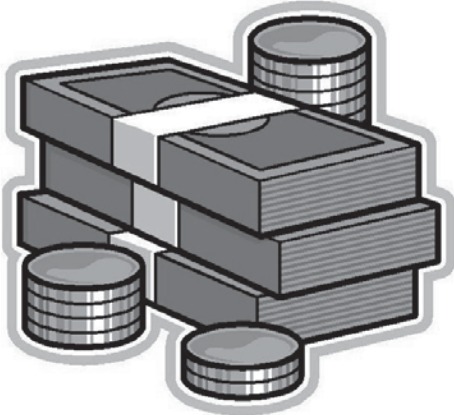
**School Board Moderator (3 yrs)**

Douglas Gralenski with 44 votes  
No Vote with 1 vote

**The meeting was recessed at 7:43 PM. Moderator, John Henne, then adjourned the meeting at 8:30 PM following the counting of the ballots.**

*Submitted by Jo Carpenter, Deputy Town Clerk*

# FINANCIAL REPORTS





# SUMMARY INVENTORY OF VALUATION MS-1 - SEPTEMBER 2019

## VALUE OF LAND

Current Use - 13,212.48 acres (48 owners, 74 parcels*)	635,561
Discretionary Preservation Easement – 0.4 acres	75
Residential - 1,202.62 acres	14,594,600
Commercial/Industrial Land - 270.04 acres	1,423,800
<b>Total of Taxable Land– 14,685.54 acres</b>	<b>\$ 16,654,036</b>
<b>Exempt/Non-Taxable Land – 15,642.26 ac.</b>	<b>\$ 9,037,700</b>

## VALUE OF BUILDINGS ONLY

Residential	24,280,196
Manufactured Housing	594,400
Commercial/Industrial	9,756,500
Discretionary Preservation Easements (6)	13,104
<b>Total</b>	<b>\$ 34,644,200</b>
<b>Exempt/Non-Taxable Buildings</b>	<b>\$ 756,600</b>

## ELECTRIC/GENERATING COMPANIES (Utilities)

Great Lakes Hydro America, LLC	4,177,300
PSNH	947,900
CRP NH Gorham, LLC	14,300
<b>Total</b>	<b>\$ 5,139,500</b>

## GAS, OIL & PIPELINE COMPANIES (Utilities)

Portland Pipeline	3,242,600
Portland Natural Gas	18,999,000
<b>Total</b>	<b>\$ 22,241,600</b>

## **TOTAL VALUATION (before exemptions) \$ 78,679,336**

Elderly Exemptions (3)	-80,000
Solar Energy Exemptions (11)	-108,600
<b>NET VALUATION</b>	<b>\$ 78,490,736</b>
<b>LESS UTILITIES</b>	<b>-\$27,381,100</b>

## **NET VALUATION WITHOUT UTILITIES \$ 51,109,636**

\*1.73 removed from Current Use in 2019. Land use tax of \$4,310 paid.

We certify that the information contained in this report was taken from official records and is correct to the best of our knowledge.

Selectpersons - Stanley Judge, Lucy Evans, Heidi Behling

# STATEMENT OF APPROPRIATION AND TAXES ASSESSED - 2019

## APPROPRIATIONS

### GENERAL GOVERNMENT

Executive	42,135
Election, Reg. & Vital Statistics	12,757
Financial Administration	35,947
Revaluation of Property	11,580
Legal Expense	4,000
Personnel Admin.	75,600
Planning & Zoning	2,500
General Government Buildings	40,395
Cemeteries	4,900
Insurance	13,194
Regional Association	572

### PUBLIC SAFETY

Police Dept.	0
Ambulance	21,921
Fire Dept.	40,000
Fire Warden	4,000
Building Inspection	2,500
Emergency Management	5,500
Dispatch Service	3,476

### HIGHWAY & STREETS

Highways	105,160
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### SANITATION

Solid Waste Disposal	44,550
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### HEALTH

Pest Control	200
Health Agencies	630

### WELFARE

Direct Assistance	5,000
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### CULTURE & RECREATION

Parks & Recreation	3,550
Library	500
Memorial Forest	500

**CONSERVATION**

Conservation Commission 1,000

**DEBT SERVICE**

Principal - L.T. Bonds & Notes 0

Interest - Long term Bonds & Notes 0

Interest on Tax Anticipation Note 500

**CAPITAL OUTLAY - Other**

Family Resource Center 1,000

Gorham Community Learning Center 2,000

250<sup>th</sup> Celebration 3,000

**OPERATING TRANSFERS OUT**

Cemetery Maintenance CR 0

Cemetery Equipment CR 500

Heavy Highway Equipment CR 34,500

Fire Truck CR 15,000

Fire Equipment CR 14,000

Paving CR 30,000

Revaluation CR 5,000

Town Building & Renovation CR 2,000

Peabody Farm CR 500

**Expendable Trust**

Forest Fire/Fire Dept. Mutual Aid Expendable Trust 2,000

Household Hazardous Waste 1,200

Town Vehicle Maintenance Expendable Trust 10,000

Police Services Expendable Trust 14,310

Sand/Gravel Expendable Trust 1,000

General Building Maintenance Expendable Trust 6,000

Library Technology Expendable Trust 0

New Employee Training Expendable Trust 0

Planning and Zoning expendable Trust 500

Landfill/Transfer Station Expendable Trust 5,000

Brook Maintenance expendable Trust 6,000

**TOTAL****\$ 636,077**

## **SOURCES OF REVENUE**

### **TAXES**

Land Use Change Tax	4,310
Yield Taxes	21,829
Payment in Lieu of Taxes	47,724
Interest and Penalties on Taxes	5,000
Excavation Tax	1

### **LICENSES, PERMITS AND FEES**

Business Licenses and Permits	150
Motor Vehicle Permit Fees	80,000
Building Permits	400
Other Permits, Licenses & Fees	500

### **FROM STATE**

Municipal Aid	4661
Room & Meals	19,022
Highway Block Grant	13,362
Other - RR Tax	3,846

### **FROM FEDERAL GOVERNMENT**

FEMA	3,500
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### **CHARGES FOR SERVICES**

Landfill - PAYT Bags	7,500
Other Charges - Plowing, Burial Fees	4,490

### **MISCELLANEOUS REVENUES**

Sale of Municipal Property	100
Interest on Investments	2,400
Other - Dividends, Insurance Reimb, grant, etc.	4,000

### **INTERFUND OPERATING TRANSFERS IN**

Capital Reserve Funds	1,000
Cemetery Trust Funds	20,100

### **OTHER FINANCING SOURCES**

Proceeds from Long-term note	0
Taken from surplus to reduce taxes	20,000
Voted from surplus	0

**TOTAL** **\$ 263,895**

**TAX RATE COMPUTATION**

Total Town Appropriations	636,077
Less: Revenues	-263,895
Less: Shared Revenue	0
Add: Overlay	2,394
War Services Credits	5,200

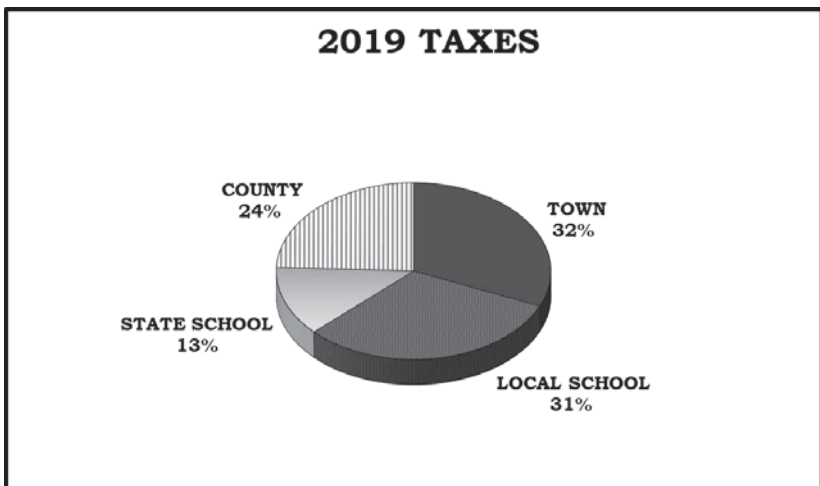
<b>Net Town Appropriation</b>	<b>379,776</b>
<b>Net Local Regional School Tax Assessment</b>	<b>385,837</b>
<b>State Education Tax Assessment</b>	<b>99,983</b>
<b>Net County Tax Assessment</b>	<b>292,633</b>
<b>Total of Town, School &amp; County</b>	<b>\$1,158,229</b>
Less: War Service Credit	-5,200

Property Taxes to be raised	\$1,153,029
Net Assessed Valuation	\$78,490,736
Assessed Valuation - no utilities	\$51,109,636

The tax rate breaks down as follows:

<b>Town:</b>	<b>\$ 4.83 per \$ 1,000</b>
<b>Local School:</b>	<b>\$ 4.82 per \$ 1,000</b>
<b>State School:</b>	<b>\$ 1.96 per \$ 1,000</b>
<b>County:</b>	<b>\$ 3.73 per \$ 1,000</b>
<b>Total</b>	<b>\$ 15.44 per \$ 1,000</b>

Note: Shelburne’s equalized valuation ratio for 2019 was 112.3%.





**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES**

Title of Appropriation	Amount of Appropriation	Expenditures	Unexpended Balances	Overdrafts
Executive	\$ 42,135.00	\$ 38,678.59	\$ 3,456.41	\$ 0.00
Elec. Reg. & V. Stat.	12,757.00	8,493.08	4,263.92	0.00
Financial Admin.	35,947.00	34,767.60	1,179.40	0.00
Legal Expense	4,000.00	4,133.90	0.00	133.90
Revaluation of Property	11,580.00	9,685.50	1,894.50	0.00
Employee Benefits	75,600.00	73,233.48	2,366.52	0.00
Planning & Zoning	2,500.00	2,630.43	0.00	130.43
General Government Buildings	40,395.00	40,351.82	43.18	0.00
Cemeteries	4,900.00	3,116.28	1,783.72	0.00
Insurance	13,194.00	12,722.90	471.10	0.00
Regional Association	572.00	571.33	0.67	0.00
Ambulance	21,921.00	21,921.00	0.00	0.00
Fire	40,000.00	45,469.03	0.00	5,469.03
Fire Warden	4,000.00	3,071.56	928.44	0.00
Building Inspection	2,500.00	580.00	1,920.00	0.00
Emergency Management	5,500.00	3,940.99	1,559.01	0.00
Dispatch	3,476.00	3,475.68	0.32	0.00
Highway	105,160.00	112,750.75	0.00	7,590.75
Solid Waste Disposal	44,550.00	36,256.33	8,293.67	0.00
Health Agencies	630.00	379.00	251.00	0.00
Animal Control	200.00	0.00	200.00	0.00
Welfare	5,000.00	788.84	4,211.16	0.00
Parks & Recreation	3,550.00	4,584.96	0.00	1,034.96
Library	500.00	500.00	0.00	0.00
Memorial Forest	500.00	503.37	0.00	3.37
Conservation Commission	1,000.00	1,000.00	0.00	0.00
Principal - Long Term Note	0.00	0.00	0.00	0.00
Interest - Long Term Note	0.00	0.00	0.00	0.00
Interest - Tax Anticipation Note	500.00	0.00	500.00	0.00
Family Resource Center	1,000.00	1,000.00	0.00	0.00
Gorham Community Learning Ctr.	2,000.00	2,000.00	0.00	0.00
Celebration	3,000.00	4,697.77	0.00	1,697.77
To Capital Reserve Funds	101,500.00	101,500.00	0.00	0.00
To Expendable Trust Fund	46,010.00	46,010.00	0.00	0.00
<b>TOTAL</b>	<b>\$636,077.00</b>	<b>\$618,814.19</b>	<b>\$33,323.02</b>	<b>\$16,060.21</b>

## **TOWN OFFICERS SALARIES**

<b><u>OFFICE</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
Selectpersons (3)	\$1,600	\$1,600
Town Clerk	\$12.50/hr.	\$16.50/hr.
Deputy Town Clerk	\$100	\$100
Moderator	\$100/election	\$100/election
Supervisors of Checklist (3)	\$10/sitting \$80/election	\$10/sitting \$80/election
Ballot Clerks (2)	\$80/election	\$80/election
Treasurer	\$1,250	\$1,250
Deputy Treasurer	\$100	\$100
Tax Collector	\$3,800	\$3,800
Deputy Tax Coll.	\$300	\$300
Auditor	\$800	\$800
Trustees of Trust Funds (3)	\$100 (3)	\$100 (3)
Building Inspector	\$250 +fees	\$250 +fees

## TOWN CLERK REPORT

Motor Vehicle Fees	88,181.00
Auto Titles	246.00
Auto Transfers	210.00
Credit	41.66
Town Clerk fees	1,290.00
Returned check fee	25.00
Dog Licenses	454.00
Death Certificate copies	65.00
Checklist copies	250.00
UCCs	195.00
<b>TOTAL</b>	<b><u>\$ 90,957.66</u></b>
<i>Accts Payable \$50.00</i>	

Debbie Hayes, Town Clerk & Jo Carpenter, Deputy Town Clerk

## SCHEDULE OF TOWN PROPERTY

Town Hall, Land & Buildings	267,200.00
Contents	120,000.00
Library	10,000.00
Fire Dept. Land, Building	145,200.00
Equipment	150,334.00
Chester C. Hayes Memorial Park	191,900.00
Park Pavilion, etc.	9,000.00
Town Memorial Forest & Evans Cemetery	125,700.00
Property - 2 lots	69,900.00
Wheeler & Leadmine Cemeteries	101,100.00
Peabody House & Land	145,300.00
Contents	10,000.00
Transfer Station Building	40,000.00
Equipment	32,500.00
Contents	5,000.00
New Highway Garage	500,000.00
Equipment	400,000.00
Contents	200,000.00
Sand Shed	75,000.00
Materials	10,000.00
Town Landfill Site	<u>121,000.00</u>
<b>TOTAL</b>	<b><u>\$2,729,134.00</u></b>

**TAX COLLECTOR REPORT**  
**Summary of Tax Accounts**  
**Fiscal Year Ended December 31, 2019**

**DEBITS**

**UNCOLLECTED AT THE BEGINNING OF THE YEAR**

	2019	2018	2017+
Property Taxes:		36,774.51	0.00
Excavation Tax:		0.00	0.00
Land Use Change		0.00	0.00
Yield		0.00	0.00
Prior Years' Credit	(1,314.50)		
This Year New Credits			

**TAXES COMMITTED DURING THIS FISCAL YEAR**

Property Taxes:	1,153,331.00	0.00	
L U Change Tax:	4,310.00	0.00	
Yield Taxes:	21,828.75	0.00	
Excavation Tax:	1.06	0.00	

**OVERPAYMENT REFUNDS**

Property Taxes	1,479.00	0.00	0.00
Interest – Delinquent Tax	200.69	1,941.43	0.00

**TOTAL DEBITS: \$ 1,179,836.00      38,715.94      0.00**

**CREDITS**

**REMITTED TO TREASURER DURING THIS FISCAL YEAR**

	2019	2018	2017
Property Taxes	1,123,596.35	25,253.63	0.00
LU Change	4,310.00	0.00	0.00
Yield Taxes:	21,828.75	0.00	0.00
Interest	200.69	1,674.43	0.00
Penalties	0.00	267.00	
Excavation Tax:	1.06	0.00	0.00
Conversion to Lien:	0.00	11,328.65	0.00

**ABATEMENTS MADE DURING THIS FISCAL YEAR**

Property Taxes:	28.00	192.23	0.00
Yield Tax	0.00	0.00	0.00
Current Levy Deeded	0.00	0.00	0.00

**UNCOLLECTED AT THE END OF THE FISCAL YEAR**

Property Taxes:	30,119.21	0.00	0.00
LU Change Taxes	0.00	0.00	0.00
Yield Taxes	0.00	0.00	0.00
P. Tax Credit Bal	(248.00)	0.00	0.00
<b>TOTAL CREDITS: \$ 1,179,836.00</b>		<b>38,715.94</b>	<b>0.00</b>

## LIEN SUMMARY

### SUMMARY OF DEBITS

#### **UNREDEEMED & EXECUTED LIENS**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Unredeemed:	0.00	0.00	7,452.75	4,890.53
Liens Executed:	0.00	12,368.20	0.00	0.00
Interests & Costs Collected	0.00	0.08	1,505.67	1,029.41

### **TOTAL**

**LIEN DEBITS:                    0.00 12,368.28 8,958.42    5,919.94**

### SUMMARY OF CREDITS

#### **REMITTED TO TREASURER DURING THIS FISCAL YEAR**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Redemptions:	0.00	20.20	1,432.24	4,890.53
Interest./Costs:	0.00	.08	1,505.67	1,029.41
Abatements:	0.00	0.00	0.00	0.00
Liens Deeded:	0.00	0.00	0.00	0.00
Unredeemed Bal - Year End:	0.00	12,348.00	6,020.51	0.00

### **TOTAL**

**LIEN CREDITS:                    0.00 12,368.28 8,958.42    5,919.94**

If anyone is having problems paying their taxes, please call for more information on exemptions and credits that are available.

It should be noted that the date to apply for any exemption is April 15<sup>th</sup>.

Kim Landry, Deputy Tax Collector

# TREASURER'S REPORT

## Checking Account

<b>Opening Balance 1/1/19</b>	<b>\$95,147.27*</b>
Revenues	1,409,837.48
Transfers from other accounts	289,362.33
Expenditures	(1,386,966.70)
Transfers to other accounts	(257,794.30)
<b>Balance 12/31/19</b>	<b>\$149,586.09</b>

\*Adjusted by \$63.31 – 2 voided checks

## Conservation Commission Savings Account

<b>Opening Balance 1/1/19</b>	<b>\$5,249.56</b>
Interest earned	2.72
Revenues – Grant	500.00
Transfer from other accounts	715.00
<b>Balance 12/31/19</b>	<b>\$ 6,467.28</b>

## Money Market – Northway Bank

<b>Opening Balance 1/1/19</b>	<b>\$10,051.57</b>
Interest earned	.76
Transferred to checking account	(10,052.33)
<b>Balance 12/31/19</b>	<b>0.00</b>

## NH Public Deposit Investment Pool

<b>Opening Balance 1/1/19</b>	<b>\$222,378.25</b>
Transfer from other accounts	384,213.40
Interest earned	2,200.73
Transfer to CRF/ETF	(157,510.00)
Transfer to checking account	(275,000.00)
<b>Balance 12/31/19</b>	<b>\$176,282.38</b>

## Land Use Change Account

<b>Opening Balance 1/1/19</b>	<b>\$177.92</b>
Revenues	4,310.00
Interest Earned	2.03
Transfers to Other Funds	(4,310.00)
<b>Balance 12/31/19</b>	<b>\$ 179.95</b>

## **Landfill Fees Account**

<b>Opening Balance 1/1/19</b>	<b>\$8,362.24</b>
Revenues	75.00
Transfer from other accounts	2,769.30
Interest Earned	4.26
<b>Balance 12/31/19</b>	<b>\$11,210.80</b>

## **Town Forest Account**

<b>Opening Balance 1/1/19</b>	<b>\$2,200.36</b>
Interest earned	1.10
Dormant Account Fee	(5.00)
<b>Balance 12/31/19</b>	<b>\$ 2,196.49</b>

**Total all funds on hand  
December 31, 2019** **\$ 345,922.95**

Robert F. Pinkham/David M. Landry, Treasurer





## BALANCE SHEET - DECEMBER 31, 2019

### ASSETS

**CASH**

General Fund	149,586.08
Invest. Pool	176,282.38

**CAPITAL RESERVE FUNDS**

H Highway	149,152.38
Paving	36,429.74
Revaluation	12,383.31
Cemetery Maint.	10,103.35
Peabody Museum	12,644.16
Cemetery Equip	3,762.38
Town Building & Renov.	3,425.01
Fire Equip	5,617.63
Fire Truck	<u>92,765.47</u>
	<b>326,283.43</b>

**TRUST FUNDS**

Cemetery	20,038.49
Library	2,740.82
Wheeler Cemetery	1,551.50
Fire Mutual Aid	1.70
Forest Fire/Fire Mutual Aid	2,016.49
HH Hazardous Waste	1,348.50
Vehicle Maintenance	1,027.63
Sand/Gravel	4,207.12
Buildings Maint.	9,251.07
Police Services	2,711.05
New Employee	1,358.56
Brook Maintenance	6,039.63
Landfill/Transfer Station	5,005.93
Planning & Zoning	503.31
Library Tech	<u>950.84</u>
	<b>58,752.64</b>

**OTHER ACCOUNTS**

Library - Checking	489.44
Savings	2,553.31
Cons. Commission	6,467.28
Land Use Change	179.95
Town Forest	2,196.46
Landfill Fees	<u>11,210.80</u>
	<b>23,097.24</b>

**ACCOUNTS RECEIVABLE**

Cem. Perpet. Care	100.00
Town Clerk	50.00
Forest Fire - Gorham	941.35
Town Hall Use	25.00
Tax Collector - Uncollected Taxes	
Property - 2019	29,871.15
Tax Liens	<u>18,368.51</u>
	<b>49,356.01</b>

**TOWN PROPERTY**

Land & Buildings	1,791,300.00
Equipment	937,834.00
Inv. & Supplies	<u>10,000.00</u>
	<b>2,729,134.00</b>

**TOTAL ASSETS**

**\$3,512,491.78**

## BALANCE SHEET - DECEMBER 31, 2019

### LIABILITIES & NET WORTH

**ACCOUNTS PAYABLE**

School District	130,764.00
Town of Gorham - Dispatch	568.92
AVRRDD Mt. Carberry Ldfill	475.70
North Conway Incinerator	285.00
Eversource	21.97
Registry of Deeds	10.00
Waystack Frizzell	375.00
NCL	110.00
Gorham Hardware	6.00
Treas. State of NH	<u>52.75</u>

**132,669.34**

**OVERLAY**

**22,476.13**

**MONIES ENCUMBERED FOR DEPARTMENTS**

Motor Vehicle Credits	<b>41.66</b>
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**CAPITAL RESERVE FUNDS**

H Highway	149,152.38
Paving	36,429.74
Revaluation	12,383.31
Cem. Maint.	10,103.35
Peabody Farm	12,644.16
Cem. Equip.	3,762.38
Town Bldg & Renov	3,425.01
Fire Equip	5,617.63
Fire Truck	<u>92,765.47</u>

**326,283.43**

**TRUST FUNDS**

Cemetery	20,038.49
Wheeler Cemetery	1,551.50
Library	2,740.82
Fire Mutual Aid	1.70
Forest Fire/Fire Mutual Aid	2,016.49
HH Waste	1,348.50
Vehicle Maint.	1,027.63
Sand/Gravel	4,207.12
Bldg Maint.	9,251.07
Polices Services	2,711.05
New Employee	1,358.56
Brook Maintenance	6,039.63
Landfill/Transfer Station	5,005.93
Planning & Zoning	503.31
Library Tech	<u>950.84</u>

**58,752.64**

**REVOLVING FUNDS**

Library	3,042.76
Conservation Comm.	6,467.28
Land Use Change	179.95
Town Forest	2,196.46
Landfill Fees	1,210.80

**23,097.25**

**NET WORTH**

**2,729,134.00**

**SURPLUS**

**220,037.33**

**TOTAL LIABILITIES & NET WORTH**

**\$3,512,491.78**

## SUMMARY OF REVENUE

Revenue from Tax Collector	1,197,174.19
Revenue from Town Clerk	90,957.66
From State and Federal Government	92,093.82
From Local Sources	20,625.75
Long-term Note Proceeds	0.00
Miscellaneous	13,055.40
From CR & Trusts	134,213.40
<b>TOTAL REVENUES</b>	<b>\$ 1,548,120.22</b>

## SUMMARY OF EXPENDITURES

General Government	227,971.94
Public Safety	77,836.59
Highway Department	112,750.75
Solid Waste Disposal	35,385.63
Health/Welfare	1,167.84
Culture & Recreation	5,588.33
Conservation Commission	285.00
Debt Service	0.00
Payment to Capital Reserve	111,500.00
Payment to Expendable Trust	46,010.00
County Budget	292,633.00
School District	473,754.00
Tax Lien	12,368.20
Encumbered Money	15,675.99
Family Resource Center	1,000.00
Gorham Community Learning Center	2,000.00
Miscellaneous	128,554.43
<b>TOTAL</b>	<b>\$1,544,481.70</b>

## DETAILED STATEMENT OF REVENUES

### TAX COLLECTOR

Property Taxes	1,148,437.42
Property Taxes – overpayments	72.06
Property Taxes – pre-payments	176.00
Interest-property taxes	2,142.12
Excavation Tax	1.06
Yield Taxes	21,828.75
Land Use Change Tax	4,310.00
Interest – Land Use Change	0.00
Interest – Yield Tax	0.00
Tax Sale Redemption	6,342.97
Conversion to lien	11,328.65
Interest-tax lien	<u>2,535.16</u>
	<b>\$ 1,197,174.19</b>

### TOWN CLERK

Motor Vehicle Registration	88,181.00
Credit	41.66
Motor Vehicle Titles	246.00
Motor Vehicle Transfers	210.00
Motor Vehicle – Clerk Fees	1,290.00
Checklist copies	250.00
Dog Licenses	454.00
Dog fines	0.00
Vital Statistics	65.00
Marriage License	0.00
Returned Check Fee	25.00
UCC'S	<u>195.00</u>
<i>Accts Receivable - \$50.00</i>	<b>\$ 90,957.66</b>

### STATE OF NH & FEDERAL GOVERNMENT

NH Highway Block Grant	13,341.59
Meals & Room Tax	19,021.52
Railroad Tax	3,845.91
Municipal Aid	4,660.80
FEMA	3,500.00
Fed Forest	<u>47,724.00</u>
	<b>\$ 92,093.82</b>

**FEES AND PERMITS**

Building Permits	195.00
Pistol Permits	80.00
Planning Board	<u>50.00</u>
	<b>\$ 325.00</b>

**CHARGE FOR SERVICES**

Snow Plowing & Sanding	3,180.00
Burial Fees	<u>1,300.00</u>
	<b>\$ 4,480.00</b>

**INCOME FROM DEPARTMENTS**

Garbage Bags	8,240.75
Transfer Station Fees (transfer to Ldfill Fees Acct)	<u>2,665.50</u>
	<b>\$ 10,906.25</b>

**INTEREST**

All Accounts	<b>\$ 2,225.87</b>
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**MISCELLANEOUS**

Copy Fees	22.00
Adjustment to correct error	0.05
Sale of Cemetery Lots	1,800.00
Sale of Municipal property	4,600.00
205 <sup>th</sup> Celebration	3,102.50
Walmart – FD Grant	1,000.00
Forest Fire Grant	2,000.00
Conservation Commission Grant	500.00
PBD/ZBA - Costs reimbursed	161.00
Employee Reimbursements	170.80
Federal Forrest PILT settlement	1,185.00
Janitorial Products settlement	75.68
Refunds	902.00
Donations for Town Hall use	<u>225.00</u>
<i>Accts Receivable \$966.35</i>	<b>\$ 15,744.03</b>

**INTERFUND OPERATING TRANSFERS IN**

Withdrawn from Trust funds*	55,803.20
Withdrawn from Capital Reserve Funds*	<u>78,410.20</u>
<i>Accts Receivable \$100.00</i>	<b>\$ 134,213.40</b>

*\*This was done as a transfer between accounts in the Investment pool and does not show in the checkbook income.*

**OTHER FINANCING SOURCES**

Long-term Loan Proceeds	<b>0.00</b>
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<b>TOTAL RECEIPTS ALL SOURCES</b>	<b><u>\$ 1,548,120.22</u></b>
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# DETAILED SCHEDULE OF EXPENDITURES

## GENERAL GOVERNMENT

### EXECUTIVE – 4130

#### Ads

The Conway Daily Sun 96.00

#### Dues & Publications

NE Resource Recovery Association 100.00  
NH Municipal Association 1,071.00  
NH Association of Assessing Officials 20.00  
NH Municipal Manager Association 50.00  
Lexis Nexus Matthew Bender Co., Inc. 597.93  
1,838.93

#### Postage

383.55

#### Repairs

W.B. Mason - copier contract 325.00

#### Salaries

Selectmen, Moderator, Adm. Assistants 32,269.05

#### Supplies

Staples - various supplies 305.35  
WIX.com - website host 192.85  
HP Ink 59.88  
Walmart - refreshments, tissues, batteries 34.47  
Amazon - portable PA system 246.96  
Granite State Stamp - notary supplies 54.75  
Microsoft Office - yearly subscription 69.99  
Dynatics, hard drive, route & gateway 690.53  
Gorham House Flowers, Gralenski funeral 105.00  
McAfee 89.99  
1,849.77

#### Miscellaneous

Avitar Associates, tax map 766.00  
Registry of Deeds, copies 8.00  
Minuteman Press, town report 672.29  
North Country Elderly Programs 400.00  
Northway Bank, safe deposit box 70.00  
1,916.29

### **TOTAL**

**\$ 38,678.59**

**ELECTION, REGISTRATION & VITAL STATS – 4140**Ads

The Daily Sun	1,202.50
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Conferences & Meetings (2)

	140.00
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Dues & Publications

NE Assn of City & Town Clerks	60.00
NH City & Town Clerks' Association	<u>20.00</u>
	80.00

Remit Dog License Fees to State

Treasurer, State of NH	160.50
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Postage

	22.30
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Salaries

Wages, town clerk, dep. town clerk, election offcls.	5,436.11
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Supplies

McAfee - software renewal	89.99
IDS - dog tags	<u>88.68</u>
	178.67

Vital Records Fees

State of NH	76.00
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Other

Avitar, software support	1,197.00
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**TOTAL****\$ 8,493.08****FINANCIAL ADMINISTRATION - 4150**Ads

The Conway Daily Sun	572.50
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Conferences & Meetings

Tax Collector's Conferences – Debbie & Kim (2)	222.00
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Deeds

Registry of Deeds record tax liens & tax redemp.	22.07
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Dues & Publications

NH Tax Collector's Association.	40.00
NH GFOA, Jo, Bob, Dave & Noelle	<u>105.00</u>
	145.00

Forester

Haven Neal Forestry Services	135.00
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Postage

	609.60
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Mileage

Kim Landry	49.30
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Salaries

Wages - Tax Coll/Dep, Adm Assts. Treas/Dep, Auditors, Trustees of Trust Funds	28,271.81
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Software Support

Avitar Associates, Assessing & Tax Collect 2,482.00

Supplies

Intuit - payroll service 650.00

Inuit - update QuickBooks 299.95

Intuit - checks & envelopes 495.97

Staples - various supplies 263.18

HR Direct - labor posters 160.42

NH Poster Compliance - labor posters 69.95

Northway Bank, deposit slips 96.93

Dynatics, WIFI adjustment 113.25

Avitar - tax bills 98.67

2,248.32

**TOTAL**

**\$ 34,757.60**

*Accts Payable - \$10.00*

**REVALUATION OF PROPERTY - 4152**

Avitar, contract 8,580.00

Avitar, postage 43.00

G. Roberge - utilities 1,062.50

**TOTAL**

**\$ 9,685.50**

**LEGAL EXPENSES - 4153**

Postmaster, Gorham, NH 1.30

Waystack Frizzell 3,757.60

**TOTAL**

**\$ 3,758.90**

*Accts Payable - \$375.00*

**PERSONNEL ADMINISTRATION - 4155**

Social Security & Medicare - town's share 16,437.49

NH Unemployment Comp. 500.00

LGC HealthTrust - Dental 2,312.79

LGC HealthTrust - Health 37,639.24

LGC HealthTrust - S.T. Disability 558.82

LGC HealthTrust - L.T. Disability 866.00

NH Retirement System 14,577.14

Weeks Medical Center - DOT Physical 125.00

Coos Family Health - ER Fees 100.00

AVH - drug testing & consortium fees 107.00

**TOTAL**

**\$ 73,233.48**



## **PLANNING & ZONING - 4191**

### Ads

The Conway Daily Sun 126.00

### Conferences

Planning Conference & NCC Annual Meeting 160.00

### Postage

Postmaster, Gorham, NH 47.95

### Salaries

Wages – Admin. Assists 2,163.58

### Supplies

North Country Council - land use book 18.00

Staples - paper & notebooks 114.90

132.90

## **TOTAL**

**\$ 2,630.43**

## **GENERAL GOVERNMENT BUILDINGS - 4194**

### Salaries

Wages – Janitor & Public Works 11,009.87

### Supplies

Jo Carpenter - reimb. wreath & supplies 57.82

Impact Fire - test & replace fire extinguishers 272.00

Mountain Greenery -flowers 160.20

Ken Simonoko - reimb. expense - supplies 166.89

Gorham Hardware - keys & various supplies 14.58

Walmart - various supplies 271.12

Rockingham Electric Supply 148.54

Robert Pinkham - reimb. supplies 9.79

Beverly Pinkham - reimb. supplies 255.44

Caron Building Center 155.94

WB Mason, new tables 859.90

Flag Store – new flags 94.08

Lowe's 69.96

White Mountain Lumber 491.15

Walgreen's 9.98

3,037.39

### Repairs

Darryl Bennett Plumb & Heating 1,451.37

Irving Energy - 3 service contracts 917.00

Irving repair – clean furnace & repairs 565.00

White Septic, pump septic tank & install riser 485.00

Peppy's Electric 315.00

State of NH – boiler certificates 200.00

Sean Reardon, weather stripping garage doors 420.00

	4,353.37
<u>Utilities &amp; Fuel</u>	
Eversource - electric bills	6,818.15
Irving Energy – propane	7,257.52
Irving Energy – heating oil	3,573.01
Consolidated Communications	480.65
Time Warner Cable - internet & TV	841.86
Time Warner Cable - telephone	<u>2,789.53</u>
	21,760.72

Other

Berlin Sun, janitor ad	162.50
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**TOTAL**

**\$ 40,323.85**

*Accts payable of \$27.97*

**CEMETERIES - 4195**

Fuel

NH DOT	109.69
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Salaries

Wages	2,999.74
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Supplies

Postmaster, Gorham, NH – certified letter	<u>6.85</u>
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**TOTAL**

**\$ 3,116.28**

**INSURANCE - 4196**

Primex Workers Compensation	2,660.32
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Primex Property and Liability	<u>10,062.58</u>
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**TOTAL**

**\$ 12,722.90**

**REGIONAL ASSOCIATION - 4197**

North Country Council, dues	<u>571.33</u>
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**TOTAL**

**\$ 571.33**

**TOTAL GENERAL GOVERNMENT**

**\$ 227,971.94**

***PUBLIC SAFETY***

**POLICE – 4210** - See Police Service Exp. TR

**0.00**

**AMBULANCE - 4215**

Town of Gorham- 4/1/19 to 3/31/20	<b>\$ 21,921.00</b>
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## **FIRE DEPARTMENT - 4220**

### Dues & Publications

NH State Firemen's Assn. - dues 460.00

### Equipment

Randy Davis - Reimb. new computer 364.03

### Fuel

Irving Energy - diesel 1,803.91

Treasurer, State of NH - gas 206.76

2,010.67

### Mileage

Allen Demers 74.82

### Mutual Aid

Northern NH Mutual Aid - (Dues/HazMat team) 500.00

### Salaries

Fires 296.00

Training - Local 12,582.50

Accidents 973.29

Ambulance Calls 257.01

Inspections 646.30

Power Lines/Power Outages 1,810.47

Repair 1,423.13

Clerical 1,731.83

Officers' Meetings 3,679.92

Mutual Aid 696.75

Stipends - Chief & Asst. Chief 3,500.00

Carbon Monoxide 191.50

Other 1,826.98

29,615.68

### Physicals

420.00

### Repair

Sanel - parts 160.03

Francis Peterson - repairs to antique fire truck 437.50

Presby Steel 175.50

Smithfield Plumbing 290.08

O'Reilly Auto Parts 1,103.33

2,166.44

### Supplies

Bergeron Protective Clothing 1,690.50

Staples 167.56

Randy Davis - Reimb. expense 175.65

Sanel Auto Parts 37.29

Ossipee Mountain Electronics - batteries/chargers 811.05

Paul Prouty - Reimb. expense 5.00

Ben's Uniforms 992.78

Gorham House of Pizza - Christmas party 287.24

Caron Building Center	93.95
Gorham Hardware	81.87
Conway Daily Sun, Ads – fire truck sealed bid	600.00
Allen Demers - Reimb. expense	25.76
Positive Promotions	141.92
Andre Brasseur, radio programming	212.00
Fire Programs - (\$640.00 later reimbursed)	790.00
Creative Threads	920.00
William Davenport, renew water agreement	2,500.00
Coos County Registry of Deeds - Register license	24.55
O'Reilly Auto Parts	<u>247.52</u>
	9,804.64

**TOTAL**

**\$ 45,416.28**

*Accts payable of \$52.75*

**FIRE WARDEN**

Supplies

Treasurer, State of NH - gear & equipment	433.45
Forestry Suppliers, Inc.	184.60
Jordan Lumber - Equipment & gear	1,855.00
O'Reilly Auto Parts	63.76
Seventh Street Graphics	96.00
Robert Langlands - Reimb. supplies	17.77
Bergeron Protective Clothing	<u>420.98</u>

**TOTAL**

**\$ 3,071.56**

**BUILDING INSPECTION – 4240**

Dues & Publications

International Code Council	135.00
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Salaries

Building Inspector - stipend	250.00
Building Inspector - salary from fees	<u>195.00</u>
	445.00

**TOTAL**

**\$ 580.00**

**DISPATCH SERVICE - 4250**

Town of Gorham - dispatch service	1,706.79
Town of Gorham - repeater capital reserve fund	1,200.00

**TOTAL**

**\$ 2,906.76**

*Accts Payable of \$568.92*

## **EMERGENCY MANAGEMENT - 4290**

### Fast Squad

Airgas East - leased oxygen tank 139.81

### Supplies

Mapping & Planning Solutions, LEOP update 3,500.00

Walmart - refreshments 65.39

Noelle Meer - Reimb. expense - refreshments 24.84

Mr. Pizza - refreshments 172.61

Stan Judge - Reimb. expense 38.34

3801.18

### **TOTAL**

**\$ 3,940.99**

## **TOTAL PUBLIC SAFETY**

**\$ 77,836.59**

## ***HIGHWAYS & STREETS***

### **HIGHWAY DEPARTMENT - 4312**

#### Cell phone

U.S. Cellular & Reimb. Zack Wight 975.48

#### Dues & Publications

110.00

#### Fuel

Treasurer, State of NH - gasoline 83.23

Irving Energy - diesel 9,270.66

9,353.89

#### Repairs

McDevitt Truck 180.00

Berlin City Auto 235.12

Howard P. Fairfield, Inc. 2,847.32

VIP Auto Parts, tires 985.74

Leon Costello, new tire plow 585.00

4,833.18

#### Salaries

Wages - Highway Dept. 81,668.94

#### State Inspection

McDevitt Truck 178.00

#### Supplies

Sanel Auto Parts 384.27

Sanel NAPA 4,943.54

Cargill Salt - salt & clear lane 5,849.18

US Cellular - instalment payment 159.36

Lawson Products - nuts/bolt pins 1,747.67

Howard P. Fairfield, Inc. 427.28

Gorham Hardware 24.59

Labonville 36.95

Ken Simonoko - Reimb. expense	85.91
Zack Wight - Reimb. expense	50.74
Lee T. Corrigan – crushed rock	392.13
Val Dube - various supplies	109.14
Pike Industries	<u>121.50</u>
	14,332.26

Other

Landscaping With Styles – street sweeping	1,299.00
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**TOTAL HIGHWAY & STREETS** **\$ 112,750.75**

***SANITATION***

**SOLID WASTE DISPOSAL – 4324**

Mt. Carberry Fees

AVRRDD Mount Carberry Landfill	7,991.09
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Salaries

Wages - Transfer Station	16,509.81
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Conferences & Meetings

Ken Simonoko - reimb. lunches	52.80
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Septage Fee

Town of Gorham	500.00
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Disposal Fees

Chapman Scrap Metal	2,400.00
North Conway Incinerator	2,565.00
Northeast Recycle Resources Assoc.	<u>3,778.33</u>
	8,743.33

Mileage

Zack Wight	589.28
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Supplies

Boxes & Bags	88.50
NHCI	120.09
Lawson Products	<u>640.73</u>
	849.32

Other

Treasurer, State of NH - licenses	150.00
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**TOTAL SANITATION** **\$ 35,385.63**

*Accts Payable of \$870.70*

***HEALTH/WELFARE***

**PEST CONTROL - 4414** **0.00**

**HEALTH AGENCIES - 4415**

Northern Human Services **\$ 379.00**

**WELFARE - 4442**

Tri-County CAP 300.00

Gorham Motor Inn 400.84

White Birches Campground 88.00

**TOTAL** **\$ 788.84**

**TOTAL HEALTH /WELFARE** **\$ 1,167.84**

***CULTURE & RECREATION***

**PARKS & RECREATION - 4520**

Gasoline

NHDOT 109.70

Salaries

Wages - Parks Department 3,084.76

Supplies

B. Pinkham, reimb. flowers 87.38

Ken Simonoko, reimb. supplies 33.50

Amazon, horse set 129.14

White Mountain Lumber 140.48

390.50

Other

Town of Gorham - recreation fee 1,000.00

**TOTAL** **\$ 4,584.96**

**LIBRARY - 4550**

Other

Library Appropriation 500.00

**TOTAL** **\$ 500.00**

**MEMORIAL FOREST - 4590**

Salaries

Wages 471.06

Supplies

Ken Simonoko - flowers & mulch 32.31

**TOTAL** **\$ 503.37**

**TOTAL CULTURE & RECREATION** **\$ 5,588.33**

## ***CONSERVATION***

### **CONSERVATION COMMISSION - 4611**

#### Dues & Publication

NH Assoc. of Cons. Comm. - dues 225.00

#### Conferences

Katie Stuart 60.00

*\$715.00 transferred to CC Savings Acct*

**TOTAL CONSERVATION \$ 285.00**

## ***DEBT SERVICE***

**PRINCIPAL LONG TERM NOTE - 4711 0.00**

**INTEREST LONG TERM NOTE - 4721 0.00**

**INTERST TANS 0.00**

**TOTAL DEBT SERVICE 0.00**

## ***CAPITAL OUTLAY***

### **CAPITAL OUTLAY - MACH., VEHIC. & EQUIP. - 4902**

**TOTAL 0.00**

### **CAPITAL OUTLAY - BUILDINGS - 4903**

**TOTAL 0.00**

### **CAPITAL OUTLAY - OTHER IMPROVEMENTS - 4909**

Family Resource Center 1,000.00

Gorham Community Learning Center 2,000.00

**TOTAL CAPITAL OUTLAY \$ 3,000.00**

## ***OPERATING TRANSFERS OUT***

### **TRANSFER TO CAPITAL RESERVE FUND - 4915**

Cemetery Equipment CRF 500.00

Fire Equipment CRF 14,000.00

Heavy Highway CRF 34,500.00

Town Building & Renovation CRF 2,000.00

Paving CRF 30,000.00

Peabody Farm CRF 500.00

Revaluation CRF 5,000.00

Fire Truck CRF 25,000.00

**TOTAL \$ 111,500.00**

*This was done as a transfer between accounts in the Investment Pool and does not show in the checkbook expenditures.*



**TRANSFER TO EXPENDABLE TRUST**

Fire Mutual Aid Expendable Trust	2,000.00
Town Vehicle Maintenance Expendable Trust	10,000.00
Sand/Gravel Expendable Trust	1,000.00
Household Hazardous Waste Expendable Trust	1,200.00
Buildings Maintenance Expendable Trust	6,000.00
Library Technology Expendable Trust	0.00
Police Services Expendable Trust	14,310.00
Planning/Zoning	500.00
Brook Maintenance	6,000.00
Landfill/Transfer Station	5,000.00
New Employee Training	<u>0.00</u>

**TOTAL** **\$ 46,010.00**

*This was done as a transfer between accounts in the Investment Pool and does not show in the checkbook expenditures.*

**TAX LIEN**

Debbie Hayes, Tax Collector	<b>\$ 12,368.20</b>
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**COUNTY TAX - 4931**

Treasurer Coos County	<b>\$ 292,633.00</b>
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**SCHOOL DISTRICT - 4933**

GRS Co-op School District	<b>\$ 473,754.00</b>
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*Accts Payable of \$130,764*

**ENCUMBERED MONEY**

AVRRDD Mt. Carberry Landfill	447.56
IDS - dog tags	76.29
Chapman Scrap Metal	150.00
North Conway Incinerator	285.00
Eversource	564.17
Northeast Resource Recovery Ass'n.	716.34
Ossipee Mountain Electronics	184.25
Cargill Salt	3,073.33
McDevitt Truck, repairs	2,469.85
Bergeron Protective Clothing	296.39
Gorham Water & Sewer	500.00
Treasurer, State of NH	2,000.00
Pike Industries	4,190.30
Town of Gorham - 4 <sup>th</sup> Qtr. Dispatch	<u>722.51</u>

**TOTAL** **\$ 15,675.99**

**MISCELLANEOUS - 4960**

ST Dis, LT Dis, Dental & Health Acct.	-101.76
Northway Bank charges	25.00
Staples - celebration	65.00
Postage - celebration	77.00
Michael Marshall - celebration - plants for planter	150.00
Minuteman Press - celebration - print history	599.22
Corrigan Screen Printing - celebration	1,661.05
Heidi Wight - celebration - prints	489.28
White Mountain Lumber - celebration - stakes	56.99
Olsen Tent - celebration	562.50
Petty Cash - celebration	300.00
Heidi Behling - celebration - supplies	411.75
Katherine Stuart - celebration - Reimb. printing	124.98
Shelburne Union Church - celebration - donation	200.00
Darley - fire equipment	3,829.12
Bergeron Protective Clothing - fire equip. - gear	4,149.20
Ossipee Mountain Electronics - fire equipment	898.30
AVRRDD - HHW day	235.08
Flanders Electric - Bldg. Maint. - generator repair	1,255.01
Stan Judge - Bldg. Maint. - reimb. insulation	1,248.60
Caron Building Center - Build. Maint.	29.95
Awarehousefull.com - Build. Maint.	174.95
Mutual Aid - Forest fire, various firemen	973.73
Eversource - Overlay - PSNH settlement	12,500.00
Pike Industries - Paving	56,885.58
Michaud Construction - Peabody Farm - painting	2,150.00
Howard P. Fairfield, Inc. - Heavy Highway - new plow	9,498.00
Treasurer, State of NH - Police services - details	19,278.58
Sunbury Motors - Vehicle Maint. - fuel tank	1,311.75
Morrison Sylvester - Vehicle Maint. - oil pan	657.01
East Coast Service Center - Vehicle Maint. - firetk rpr.	6,188.89
McDevitt Truck - Vehicle Maint. - repairs	1,443.27
Vinny's Truck Repair - Vehicle Maint. - firetk rpr.	587.40
BFO Gene Kelley - Vehicle Maint - firetk rpr.	<u>639.00</u>

**TOTAL****\$ 128,554.43****TOTAL ALL EXPENSES****\$1,544,481.70**

## DEPARTMENTAL REVENUES

Under the Municipal Budgeting System, each municipality must budget using gross expenses by department. The associated revenues are not permitted to be deducted to reflect the net operating expenses. In order to clarify the interrelationship of the departments' revenues and expenses, the following information is being offered.

1. **Executive** - This budget includes all of the town's copier expenses. When used for non-town business, the town receives compensation. The town also receives reimbursements for other expenses such as public hearing costs. For 2019, this totaled **\$24.00**. Some rebates and Staples rewards were received as well as miscellaneous refunds/reimbursements of **\$8.80**.
2. **Elections, Registration, etc.** - The associated revenues include fees from motor vehicle registrations, dog registrations, and UCC's. For 2019, these fees totaled **\$91,714.68**. Fees for checklists totaled **\$250.00**. Fees for dog licenses & fines totaled **\$454.00**. Marriages licenses, Vital Statics and UCC's totaled **\$260.00**.
3. **Financial** - Costs of registering liens are recovered in the liening process. In 2019, **\$4,677.28** was received in interest on taxes & liens. A refund of **\$102.00** was received.
4. **Revaluation of Property** – No associated revenues.
5. **Legal** – No associated revenues.
6. **Personnel Adm.** – No associated revenues.
7. **Planning** - The associated revenues include fees from the applications for site plan reviews, subdivisions, ZBA hearings and any associated expenses. For 2019, these fees totaled **\$211.00**. A refund of **\$60.00** was received.
8. **Buildings** - Several donations were received for use of the Town Hall. In 2019, this totaled **\$225.00**.
9. **Cemeteries** - This budget is partially offset by the interest received on Cemetery Perpetual Care Trust Funds, burial fees, and money withdrawn from the Cemetery Maintenance CRF. In 2019, the interest received was **\$100.00**. Burial fees in the amount of **\$1,300.00** were received. **\$1,000.00** was withdrawn from the Cemetery Maintenance CRF to offset maintenance costs.
10. **Insurance** - This budget is partially offset by the credit received due to past history. In 2019, a credit of **\$1,901.68** was received.

11. **Regional Assoc.** - No associated revenues.
12. **Ambulance** - Gorham does receive revenues against their gross expenses. Our fee has been calculated based upon actual usage and their net operating expenses.
13. **Fire & Fire Warden** - The Fire Department receives 50% reimbursement for fire warden training and forest fire fighting. In 2019, a grant of **\$2,000.00** was received from NH Forest & Lands and a **\$1,000.00** grant from Walmart. A refund of **\$640.00** was also received.
14. **Building Insp.** - The building inspector's salary is made up of a stipend and by the collected permit fees. In 2019, this totaled **\$195.00**.
15. **Dispatch** - No associated revenues.
16. **Emergency Management** - In 2019, a grant of **\$3,500.00** was received from NH Homeland Security to cover the cost of updating our Local Emergency Operations Plan.
17. **Highway** - This department does receive occasional income from sanding private driveways, the highway block grant from the state, and some other smaller misc. items. In 2019, revenues for sanding totaled **\$3,180.00**. The Block Grant totaled **\$13,341.59**. Miscellaneous reimbursements of **\$162.00** were received. **\$20,000.00** was withdrawn from the New Employee Training ETF to offset the costs of training new employees.
18. **Solid Waste** - This department receives income from sale of recyclables, disposal fees of various items, and from the sale of P.A.Y.T. bags. In 2019, **\$75.00** was received from the sale of recyclables, **\$2,665.50** was received in disposal fees, and **\$8,240.75** was received from the sale of bags.
19. **Health & Animal Control** -No associated revenues.
20. **Parks** - The cost of a **port-a-potty** was covered by The Cross NH Biking Trail.
21. **Library** - The library received gifts of books.
22. **Memorial Forest** - No associated revenues.
23. **Conservation** - In 2019, a grant of **\$500.00** was received.
24. **Welfare** - In 2019, a refund of **\$100.00** was received.
25. **Principal-Long-term Note** - No associated revenues.
26. **Interest-Long-term Note** - No associated revenues.
27. **TAN Interest** - No associated revenues.
28. **250<sup>th</sup> Celebration** - In 2019, **\$3,102.50** was received in donations for the celebration and sales of mementoes.

## **SHELBURNE TRUST FUNDS**

Cemetery Perpetual Care - There are 47 individual funds managed as one common trust fund.

Library Trust Fund and Library Technology Expendable Trust Fund - The Trustees of Trust Funds hold the trust funds for the Library.

Capital Reserve Funds - There are nine active capital reserve funds. They are: Cemetery Maintenance, Cemetery Equipment, Heavy Highway Equipment, Fire Truck, Town Road Paving, Town Building & Renovation, Revaluation, Peabody Farm Museum, and Fire Department Equipment.

Expendable Trust Funds - There are ten expendable trust funds. They are: Forest Fire/Fire Mutual Aid, Household Hazardous Waste, Town Vehicle Maintenance, Sand/Gravel, Buildings Maintenance, Police Services, New Employee Training, Brook Maintenance, Planning and Zoning, and Landfill/Transfer Station.

Special Trust Fund - There is one special Trust Fund - the Wheeler Cemetery Fund established by a gift to the Town from the estate of Joanne B. Harriman.

GRS Cooperative School District Funds - The Shelburne Trustees of Trust Funds were chosen at the 2005 School District Meeting to manage the 5 capital reserve funds, 3 expendable trust funds, 3 scholarship funds and 1 trust fund for the GRS Cooperative School District.

Detailed accounts have been delivered to the Selectmen, Auditor, Attorney General, and The Department of Revenue Administration. A summary of all accounts is listed below

### **SHELBURNE TRUST FUNDS - DETAILS**

	<b>PRINCIPAL</b>	<b>INCOME</b>	<b>TOTAL</b>
<b>Library Trust Fund</b>			
Balance 12/31/18	1,368.76	1,313.82	2,682.58
Income -2019	0.00	58.24	58.24
<b>Balance 12/31/19</b>	<b>1,368.76</b>	<b>1,372.06</b>	<b>2,740.82</b>
 <b>Town Cemeteries Perpetual Care Trust Funds</b>			
Balance 12/31/18	10,055.00	9,841.00	19,896.00
Income - 2019	0.00	426.35	426.35
Withdrawn - 2019	(0.00)	(283.86)	(283.86)
<b>Balance 12/31/19</b>	<b>10,055.00</b>	<b>9,983.49</b>	<b>20,038.49</b>

**Wheeler Cemetery Trust Fund**

Balance 12/31/18	1,490.89	27.64	1,518.53
Income - 2019	<u>0.00</u>	<u>32.97</u>	<u>32.97</u>
<b>Balance 12/31/19</b>	1,490.89	60.61	<b>1,551.50</b>

**Cemetery Maintenance CRF**

Balance 12/31/18	10,868.63	0.00	10,868.63
Income - 2019	0.00	234.72	234.72
Withdrawn - 2019	<u>(765.28)</u>	<u>(234.72)</u>	<u>(1,000.00)</u>
<b>Balance 12/31/19</b>	10,103.35	0.00	<b>10,103.35</b>

**Cemetery Equipment CRF**

Balance 12/31/18	3,140.02	49.79	3,189.81
Income - 2019	<u>500.00</u>	<u>72.57</u>	<u>572.57</u>
<b>Balance 12/31/19</b>	3,640.02	122.36	<b>3,762.38</b>

**Heavy Highway CRF**

Balance 12/31/18	121,481.22	0.00	121,481.22
Income - 2019	34,500.00	2,669.16	37,169.16
Withdrawn - 2019	<u>(6,828.84)</u>	<u>(2,669.16)</u>	<u>(9,498.00)</u>
<b>Balance 12/31/19</b>	149,152.38	0.00	<b>149,152.38</b>

**Fire Truck CRF**

Balance 12/31/18	64,470.71	1,626.88	66,097.59
Income - 2019	<u>25,000.00</u>	<u>1,667.88</u>	<u>26,667.88</u>
<b>Balance 12/31/19</b>	89,470.71	3,294.76	<b>92,765.47</b>

**Peabody Farm Museum CRF**

Balance 12/31/18	10,545.87	0.00	10,545.75
Income - 2019	7,536.64	229.97	7,766.61
Withdrawn - 2019	<u>(5,438.35)</u>	<u>(229.97)</u>	<u>(5,668.32)</u>
<b>Balance 12/31/19</b>	12,644.16	0.00	<b>12,644.16</b>

**Town Building and Renovation CRF**

Balance 12/31/18	1,381.80	0.00	1,381.80
Income -2019	<u>2,000.00</u>	<u>43.21</u>	<u>2,043.21</u>
<b>Balance 12/31/19</b>	3,381.80	43.21	<b>3,425.01</b>

**Town Road Paving CRF**

Balance 12/31/18	61,822.55	0.00	61,822.55
Income -2019	30,000.00	1,492.77	31,492.77
Withdrawn - 2019	<u>(55,392.81)</u>	<u>(1,492.77)</u>	<u>(56,885.58)</u>
<b>Balance 12/31/19</b>	36,429.74	0.00	<b>36,429.74</b>

**Revaluation CRF**

Balance 12/31/18	7,117.87	102.75	7,220.62
Income -2019	<u>5,000.00</u>	<u>162.69</u>	<u>5,162.69</u>
<b>Balance 12/31/19</b>	<b>12,117.87</b>	<b>265.44</b>	<b>12,383.31</b>

**Fire Equipment CRF**

Balance 12/31/18	393.60	0.00	393.60
Income -2019	14,000.00	100.65	14,100.65
Withdrawn - 2019	<u>(8,775.97)</u>	<u>(100.65)</u>	<u>(8,876.62)</u>
<b>Balance 12/31/19</b>	<b>5,617.63</b>	<b>0.00</b>	<b>5,617.63</b>

**Forest Fire/Fire Mutual Aid Expendable Trust Fund**

Balance 12/31/18	0.00	0.00	0.00
Income -2019	9,036.00	16.49	9052.49
Withdrawn - 2019	<u>(7,020.15)</u>	<u>(16.49)</u>	<u>(7,036.64)</u>
<b>Balance 12/31/19</b>	<b>2,016.49</b>	<b>0.00</b>	<b>2,016.49</b>

**Household Hazardous Waste Expendable Trust Fund**

Balance 12/31/18	367.89	0.00	367.89
Income -2019	1,200.00	15.69	1,215.69
Withdrawn - 2019	<u>(219.39)</u>	<u>(15.69)</u>	<u>(235.08)</u>
<b>Balance 12/31/19</b>	<b>1,348.50</b>	<b>0.00</b>	<b>1,348.50</b>

**Vehicle Maintenance Expendable Trust**

Balance 12/31/18	4,216.47	0.00	4,216.47
Income -2019	10,000.00	108.33	10,108.33
Withdrawn - 2019	<u>(13,188.84)</u>	<u>(108.33)</u>	<u>(13,297.17)</u>
<b>Balance 12/31/19</b>	<b>1,027.63</b>	<b>0.00</b>	<b>1,027.63</b>

**Sand/Gravel Expendable Trust**

Balance 12/31/19	3,076.12	56.38	3,132.50
Income -2019	<u>1,000.00</u>	<u>74.62</u>	<u>1,074.62</u>
<b>Balance 12/31/19</b>	<b>4,076.12</b>	<b>131.00</b>	<b>4,207.12</b>

**General Buildings Maintenance Expendable Trust**

Balance 12/31/18	5,794.59	0.00	5,794.59
Income - 2019	6,000.00	164.99	6,164.99
Withdrawn - 2019	<u>(2,543.52)</u>	<u>(164.99)</u>	<u>(2,708.51)</u>
<b>Balance 12/31/19</b>	<b>9,251.07</b>	<b>0.00</b>	<b>9,251.07</b>

**Police Services Expendable Trust Fund**

Balance 12/31/18	7,424.73	0.00	7,424.73
Income - 2019	14,310.00	254.90	14,564.90
Withdrawn - 2019	<u>(19,023.68)</u>	<u>(254.90)</u>	<u>(19,278.58)</u>
<b>Balance 12/31/19</b>	<b>2,711.05</b>	<b>0.00</b>	<b>2,711.05</b>

**Library Technology Expendable Trust Fund**

Balance 12/31/18	900.00	30.62	930.62
Income -2019	<u>0.00</u>	<u>20.22</u>	<u>20.22</u>
<b>Balance 12/31/19</b>	900.00	50.84	<b>950.84</b>

**New Employee Training Expendable Trust Fund**

Balance 12/31/18	20,928.81	0.00	20,7928.81
Income - 2019	0.00	429.75	429.75
Withdraw - 2019	<u>(19,570.25)</u>	<u>(429.75)</u>	<u>(20,000.00)</u>
<b>Balance 12/31/19</b>	1,358.56	0.00	<b>1,358.56</b>

**Brook Maintenance Expendable Trust Fund**

Balance 12/31/18	0.00	0.00	0.00
Income -2019	<u>6,000.00</u>	<u>39.63</u>	<u>6,039.63</u>
<b>Balance 12/31/19</b>	6,000.00	39.63	<b>6,039.63</b>

**Planning/Zoning Expendable Trust Fund**

Balance 12/31/18	0.00	0.00	0.00
Income -2019	<u>500.00</u>	<u>3.31</u>	<u>503.31</u>
<b>Balance 12/31/19</b>	500.00	3.31	<b>503.31</b>

**Landfill /Transfer Station Expendable Trust Fund**

Balance 12/31/18	0.00	0.00	0.00
Income -2019	<u>5,000.00</u>	<u>5.93</u>	<u>5,005.93</u>
<b>Balance 12/31/19</b>	900.00	5.93	<b>5,005.93</b>

**SHELBURNE FUNDS**

**GRAND TOTAL \$353,599.84 \$31,436.23 \$385,036.07**

**GRS Cooperative Funds (Breakdown in GRS Report)**

Balance 12/31/18	964,957.52	17,524.66	982,482.18
Income -2019	291,322.00	22,723.79	314,045.79
Withdrawn - 2018	<u>(281,358.64)</u>	<u>(25,380.41)</u>	<u>(306,739.05)</u>
<b>Balance 12/31/19</b>	974,,920.88	14,868.41	<b>989,789.29</b>

**ALL FUNDS HELD BY SHELBURNE TRUSTEES**

**AS OF DEC. 31, 2019 \$1,374,825.36**

Lucinda Bragg, Lucie Kinney - Trustees of Trust Funds



## **RECONCILIATION OF OUTSTANDING LONG-TERM INDEBTEDNESS**

Outstanding Long-Term Debt January 1, 2019	\$ 0.00
New Long-term Debt Acquired – 2019	\$ 0.00
Debt Retirement During Fiscal Year Payments made during 2019	\$ 0.00
<b>Outstanding Long-Term Debt December 31, 2019</b>	<b>\$ 0.00</b>



### **AUDITOR'S REPORT**

The Annual Audit for 2019 had not been completed at the time of printing the Town Report. It will be available for review at Town Meeting.

David G. Hamel, Town Auditor

# WARRANT AND BUDGET



# TOWN OF SHELBURNE TOWN MEETING WARRANT

To the inhabitants of the Town of Shelburne, in the County of Coos, and the State of New Hampshire, qualified to vote in Town affairs; you are hereby notified that:

The polls will be open at **12 PM** and close not before **8 PM**.

The Annual Town Meeting of the Town of Shelburne, New Hampshire, will be held at the Shelburne Town Hall, on **Tuesday, March 10, 2020, at 7 PM**, to act upon the following subjects:

1. To **CHOOSE all necessary Town Officers** for the year ensuing (printed ballot).
2. To **HEAR such reports of Town Officers** heretofore chosen and pass any vote relating thereto.
3. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** the sum of \$472,929 for **General Operation**.  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

4130 Executive	\$37,130
4140 Election, Registration, & Vital Statistics	\$15,089
4150 Financial Administration	\$32,099
4152 Revaluation of Property	\$9,380
4153 Legal Expense	\$6,000
4155 Employee Benefits	\$59,144
4191 Planning and Zoning	\$3,500
4194 General Government Buildings	\$49,139
4195 Cemetery	\$1,700
4196 Insurance	\$16,194
4197 Regional Association	\$564

4215 Ambulance	\$31,080
4220 Fire Department	\$39,500
4221 Fire Warden	\$3,000
4240 Building Inspection	\$2,320
4250 Dispatch Agreement	\$500
4290 Emergency Management	\$2,000
4312 Highway	\$111,860
4324 Solid Waste Disposal	\$41,550
4414 Animal Control	\$200
4415 Health	\$630
4444 Welfare	\$5,000
4520 Parks & Recreation	\$3,600
4550 Library	\$0
4590 Memorial Forest	\$500
4611 Conservation Commission	\$1,250
4711 Principal Long-term Note	\$0
4721 Interest Long-term Note	\$0
4723 TAN Note	\$0

4. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** the sum of \$60,000 to install a solar array on town-owned property and **TO AUTHORIZE** the issuance of not more than \$60,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and **TO AUTHORIZE** the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. This project will not move forward until the Selectpersons have received and approved a detailed plan from the Energy Committee that is economically beneficial to the Town of Shelburne.  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (2/3 ballot vote)

5. To see if the **Town will VOTE TO APPROVE** the reorganization of the membership of the Planning Board from seven (7) members to five (5) members with two (2) alternates.  
*[The Planning Board recommends this article.]*  
(Majority vote required.)
  
6. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$1,360 for training in Election, Registration, and Vital Statistics (Town Clerk's Office), with said funds to come from the **New Employee Training Expendable Trust Fund** for this purpose and no money will be raised by taxation. (12/31/2019 Balance - \$1,358.56)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
7. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$2,000 for the maintenance of cemeteries with said funds to come from the **Cemetery Maintenance Capital Reserve Fund** for this purpose, and no money will be raised by taxation. (12/31/2019 Balance - \$10,103.35)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
8. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$10,000 for the purchase of a small bailer, with said funds to come from **Landfill Fees Special Revenue Fund** and will not impact taxes. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the purchase is complete or December 31, 2022, whichever is sooner.  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

9. To see if the **Town will VOTE TO AUTHORIZE THE ESTABLISHMENT** of an Expendable Trust Fund pursuant to RSA 31:19a, to be known as the **Energy Expendable Trust Fund**, for the purpose of covering any unexpected energy costs due to fluctuating oil, propane, and/or electric prices, and **TO RAISE AND APPROPRIATE** \$2,000 towards this purpose, and to **APPOINT** the Selectmen as agents to expend from this fund.

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

10. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$2,000 to the existing **Town Building and Renovation Capital Reserve Fund**, previously established. (12/31/2019 Balance – \$3,425.01)

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

11. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$25,000 to be added to the existing **Heavy Highway Equipment Capital Reserve Fund**, previously established. (12/31/2019 Balance - \$149,152.38)

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

12. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$25,500 to be added to the existing **Fire Truck Capital Reserve Fund**, previously established, with \$5,500 to come from unassigned fund balance (\$4,500 from sale of Engine 1 and \$1,000 from Walmart grant) and the remainder (\$20,000) to be raised by taxation. (12/31/2019 Balance - \$ 92,765.47)

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

13. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$8,400 to be added to the existing **Fire Department Equipment Capital Reserve Fund**, previously established. (12/31/2019 Balance - \$5,617.63)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
14. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$30,000 to be added to the existing **Paving Capital Reserve Fund**, previously established. (12/31/2019 Balance - \$36,429.74)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
15. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Peabody Farm Museum Capital Reserve Fund**, previously established. (12/31/2019 Balance \$12,644.16 - \$3518.32 = \$9,125.84)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
16. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$7,000 to be added to the existing **Revaluation Capital Reserve Fund**, previously established. (12/31/2019 Balance - \$12,383.31)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
17. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Cemetery Equipment Capital Reserve Fund**, previously established. (12/31/2019 Balance - \$3,762.38)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

18. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$1,800 to be added to the existing **Cemetery Maintenance Capital Reserve Fund**, previously established, with said funds to come from unassigned fund balance. This represents the sum of money received from the sale of three (3) cemetery lots in 2019. (12/31/2019 Balance - \$10,103.35)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
19. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$1,000 to be added to the existing **Sand/Gravel Expendable Trust Fund**, previously established. (12/31/2019 Balance - \$4,207.12)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
20. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$4,000 to be added to the existing **General Building Maintenance Expendable Trust Fund**, previously established (12/31/2019 Balance - \$9,251.07)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
21. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$12,000 to be added to the existing **Vehicle Maintenance Expendable Trust Fund**, previously established (12/31/2019 Balance - \$1,027.63)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
22. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$22,000 to be added to the existing **Police Services Expendable Trust Fund**, previously established (12/31/2019 Balance - \$2,711.05).  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)



23. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Household Hazardous Waste Expendable Trust Fund**, previously established. (12/31/2019 Balance - \$1,348.50)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
24. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$2,000 to be added to the existing **Forest Fire / Fire Mutual Aid Expendable Trust Fund**, previously established. (12/31/2019 Balance - \$2,018.19 + \$3,518.32 = \$5,536.51)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
25. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Planning and Zoning Expendable Trust Fund**, previously established. (12/31/2019 Balance - \$503.31)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
26. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** \$8,000 to be added to the existing **Landfill/Transfer Station Expendable Trust Fund**, previously established. (12/31/2019 Balance - \$5,005.93)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
27. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** the sum of \$1,000 for the purpose of **supporting the Family Resource Center** in Gorham. **(By petition.)**  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

28. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** the sum of \$2,500 for the purpose of **supporting the Gorham Community Learning Center** in Gorham. **(By petition.)**  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
29. To see if the **Town will VOTE TO AUTHORIZE** the Selectmen to dispose of Municipal assets (vehicles, recyclables, etc.) under the authority of RSA 31:3.  
(Majority vote required.)
30. To **TRANSACT ANY OTHER BUSINESS** that may legally come before said meeting.



New Hampshire  
Department of  
Revenue Administration

2020  
MS-737

Proposed Budget

**Shelburne**

For the period beginning January 1, 2020 and ending December 31, 2020

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: \_\_\_\_\_

**BUDGET COMMITTEE CERTIFICATION**

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.

Name	Position	Signature
STANLEY JUDGE	SELECTIONS	<i>Stanley Judge</i>
Michael S. D'Esica	Budget Committee	<i>Michael S. D'Esica</i>
Francis F. Chamberlain	Budget Comm	<i>Francis F. Chamberlain</i>
DAVID M. LAMORY	BUDGET COMMITTEE	<i>David M. Lamory</i>

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

For assistance please contact:  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectors's Appropriations period ending 12/31/2020 (Recommended)	Selectors's Appropriations period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	03	\$396,679	\$42,135	\$37,130	\$0	\$37,130	\$0
4140-4149	Election, Registration, and Vital Statistics	03	\$6,493	\$12,757	\$15,089	\$0	\$15,089	\$0
4150-4151	Financial Administration	03	\$34,768	\$35,947	\$32,099	\$0	\$32,099	\$0
4152	Revaluation of Property	03	\$9,686	\$11,580	\$9,380	\$0	\$9,380	\$0
4153	Legal Expense	03	\$4,134	\$4,000	\$6,000	\$0	\$6,000	\$0
4155-4159	Personnel Administration	03	\$73,233	\$75,600	\$59,144	\$0	\$59,144	\$0
4191-4193	Planning and Zoning	03	\$2,630	\$2,500	\$3,500	\$0	\$3,500	\$0
4194	General Government Buildings	03	\$40,351	\$40,395	\$49,139	\$0	\$49,139	\$0
4195	Cemeteries	03	\$3,117	\$4,900	\$1,700	\$0	\$1,700	\$0
4196	Insurance	03	\$12,723	\$13,184	\$16,194	\$0	\$16,194	\$0
4197	Advertising and Regional Association	03	\$571	\$572	\$564	\$0	\$564	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
	<b>General Government Subtotal</b>		<b>\$228,395</b>	<b>\$243,580</b>	<b>\$229,939</b>	<b>\$0</b>	<b>\$229,939</b>	<b>\$0</b>
<b>Public Safety</b>								
4210-4214	Police		\$0	\$0	\$0	\$0	\$0	\$0
4215-4219	Ambulance	03	\$21,921	\$21,921	\$31,080	\$0	\$31,080	\$0
4220-4229	Fire	03	\$48,541	\$44,000	\$42,500	\$0	\$42,500	\$0
4240-4249	Building Inspection	03	\$560	\$2,500	\$2,320	\$0	\$2,320	\$0
4290-4298	Emergency Management	03	\$3,941	\$5,500	\$2,000	\$0	\$2,000	\$0
4299	Other (Including Communications)	03	\$3,476	\$3,476	\$500	\$0	\$500	\$0
	<b>Public Safety Subtotal</b>		<b>\$78,459</b>	<b>\$77,397</b>	<b>\$78,400</b>	<b>\$0</b>	<b>\$78,400</b>	<b>\$0</b>
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Airport/Aviation Center Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>								
4311	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4312	Highways and Streets	03	\$112,751	\$105,160	\$111,860	\$0	\$111,860	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting		\$0	\$0	\$0	\$0	\$0	\$0
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Highways and Streets Subtotal</b>		<b>\$112,751</b>	<b>\$105,160</b>	<b>\$111,860</b>	<b>\$0</b>	<b>\$111,860</b>	<b>\$0</b>



Appropriations

<b>Sanitation</b>			
4321	Administration	\$0	\$0
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$36,257	\$41,550
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0
	<b>Sanitation Subtotal</b>	<b>\$36,257</b>	<b>\$41,550</b>
<b>Water Distribution and Treatment</b>			
4331	Administration	\$0	\$0
4332	Water Services	\$0	\$0
4335-4339	Water Treatment, Conservation and Other	\$0	\$0
	<b>Water Distribution and Treatment Subtotal</b>	<b>\$0</b>	<b>\$0</b>
<b>Electric</b>			
4351-4352	Administration and Generation	\$0	\$0
4353	Purchase Costs	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0
4356	Other Electric Costs	\$0	\$0
	<b>Electric Subtotal</b>	<b>\$0</b>	<b>\$0</b>
<b>Health</b>			
4411	Administration	\$0	\$0
4414	Pest Control	\$0	\$200
4415-4419	Health Agencies, Hospitals, and Other	\$379	\$630
	<b>Health Subtotal</b>	<b>\$379</b>	<b>\$830</b>
<b>Welfare</b>			
4441-4442	Administration and Direct Assistance	\$789	\$5,000
4444	Intergovernmental Welfare Payments	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0
	<b>Welfare Subtotal</b>	<b>\$789</b>	<b>\$5,000</b>
<b>Culture and Recreation</b>			
4500-4529	Parks and Recreation	\$4,585	\$3,600
4550-4559	Library	\$500	\$0
4583	Patriotic Purposes	\$0	\$0
4589	Other Culture and Recreation	\$503	\$500
	<b>Culture and Recreation Subtotal</b>	<b>\$5,588</b>	<b>\$4,100</b>



Appropriations

<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	03	\$1,000	\$1,250	\$0
4619	Other Conservation		\$0	\$0	\$0
4631-4632	Recreation and Housing		\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0
	<b>Conservation and Development Subtotal</b>		<b>\$1,000</b>	<b>\$1,250</b>	<b>\$0</b>
<b>Debt Service</b>					
4711	Long Term Bonds and Notes - Principal		\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest		\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$500	\$0
4750-4799	Other Debt Service		\$0	\$0	\$0
	<b>Debt Service Subtotal</b>		<b>\$0</b>	<b>\$500</b>	<b>\$0</b>
<b>Capital Outlay</b>					
4801	Land		\$0	\$0	\$0
4802	Machinery, Vehicles, and Equipment		\$0	\$0	\$0
4803	Buildings		\$0	\$0	\$0
4809	Improvements Other than Buildings		\$7,698	\$6,000	\$0
	<b>Capital Outlay Subtotal</b>		<b>\$7,698</b>	<b>\$6,000</b>	<b>\$0</b>
<b>Operating Transfers Out</b>					
4912	To Special Revenue Fund		\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Operating Budget Appropriations</b>		<b>\$0</b>	<b>\$472,929</b>	<b>\$0</b>



Special Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4140-4149	Election, Registration, and Vital Statistics	06	\$1,360	\$0	\$1,360	\$0
		<i>Purpose: Use of ETF</i>				
4195	Cometaries	07	\$2,000	\$0	\$2,000	\$0
		<i>Purpose: Use of ETF</i>				
4902	Machinery, Vehicles, and Equipment	04	\$60,000	\$0	\$60,000	\$0
		<i>Purpose: Authorize bonds or notes</i>				
4902	Machinery, Vehicles, and Equipment	08	\$10,000	\$0	\$10,000	\$0
		<i>Purpose: Use of ETF</i>				
4909	Improvements Other than Buildings	27	\$1,000	\$0	\$1,000	\$0
		<i>Purpose: Family Resource Center Petition</i>				
4909	Improvements Other than Buildings	28	\$2,500	\$0	\$2,500	\$0
		<i>Purpose: Gorham Learning Center Petition</i>				
4915	To Capital Reserve Fund	10	\$2,000	\$0	\$2,000	\$0
		<i>Purpose: Appropriate Funds to CRF</i>				
4915	To Capital Reserve Fund	11	\$25,000	\$0	\$25,000	\$0
		<i>Purpose: Appropriate funds to CRF</i>				
4915	To Capital Reserve Fund	12	\$25,500	\$0	\$25,500	\$0
		<i>Purpose: Appropriate Funds to CRF</i>				
4915	To Capital Reserve Fund	13	\$8,400	\$0	\$8,400	\$0
		<i>Purpose: Appropriate Funds to CRF</i>				
4915	To Capital Reserve Fund	14	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: Appropriate Funds to CRF</i>				
4915	To Capital Reserve Fund	15	\$500	\$0	\$500	\$0
		<i>Purpose: Appropriate Funds to CRF</i>				





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Special Warrant Articles

4915	To Capital Reserve Fund	16		\$7,000	\$0	\$7,000	\$0
			<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	17		\$500	\$0	\$500	\$0
			<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	18		\$1,800	\$0	\$1,800	\$0
			<i>Purpose: Appropriate Funds to CRF</i>				
4916	To Expendable Trusts/Fiduciary Funds	09		\$2,000	\$0	\$2,000	\$0
			<i>Purpose: Establish ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	19		\$1,000	\$0	\$1,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	20		\$4,000	\$0	\$4,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	21		\$12,000	\$0	\$12,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	22		\$22,000	\$0	\$22,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	23		\$500	\$0	\$500	\$0
			<i>Purpose: Appropriate Funds to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	24		\$2,000	\$0	\$2,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	25		\$500	\$0	\$500	\$0
			<i>Purpose: Appropriate to ETF</i>				
4916	To Expendable Trusts/Fiduciary Funds	26		\$8,000	\$0	\$8,000	\$0
			<i>Purpose: Appropriate to ETF</i>				
<b>Total Proposed Special Articles</b>				<b>\$229,560</b>	<b>\$0</b>	<b>\$229,560</b>	<b>\$0</b>





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Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$4,310	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	03	\$21,829	\$5,000	\$5,000
3186	Payment in Lieu of Taxes	03	\$47,724	\$45,000	\$45,000
3187	Excavation Tax	03	\$1	\$5	\$5
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	03	\$4,677	\$4,000	\$4,000
9991	Inventory Penalties		\$0	\$0	\$0
	<b>Taxes Subtotal</b>		<b>\$78,541</b>	<b>\$54,005</b>	<b>\$54,005</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	03	\$195	\$150	\$150
3220	Motor Vehicle Permit Fees	03	\$89,969	\$85,000	\$85,000
3230	Building Permits	03	\$195	\$500	\$500
3290	Other Licenses, Permits, and Fees	03	\$639	\$650	\$650
3311-3319	From Federal Government		\$0	\$0	\$0
	<b>Licenses, Permits, and Fees Subtotal</b>		<b>\$90,988</b>	<b>\$86,300</b>	<b>\$86,300</b>
<b>State Sources</b>					
3351	Municipal Aid/Shared Revenues	03	\$4,661	\$4,661	\$4,661
3352	Meals and Rooms Tax Distribution	03	\$19,022	\$19,000	\$19,000
3353	Highway Block Grant	03	\$13,342	\$13,000	\$13,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	03	\$7,346	\$3,500	\$3,500
3379	From Other Governments		\$0	\$0	\$0
	<b>State Sources Subtotal</b>		<b>\$44,371</b>	<b>\$40,161</b>	<b>\$40,161</b>



Revenues

<b>Charges for Services</b>					
3401-3406	Income from Departments	03	\$8,241	\$8,000	\$8,000
3409	Other Charges	03	\$4,490	\$2,500	\$2,500
	<b>Charges for Services Subtotal</b>		<b>\$12,731</b>	<b>\$10,500</b>	<b>\$10,500</b>
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property		\$100	\$0	\$0
3502	Interest on Investments	03	\$2,226	\$2,000	\$2,000
3503-3509	Other	03	\$8,585	\$2,000	\$2,000
	<b>Miscellaneous Revenues Subtotal</b>		<b>\$10,911</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	08	\$0	\$10,000	\$10,000
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds	07	\$0	\$2,000	\$2,000
3916	From Trust and Fiduciary Funds	03, 06	\$0	\$1,460	\$1,460
3917	From Conservation Funds		\$0	\$0	\$0
	<b>Interfund Operating Transfers In Subtotal</b>		<b>\$0</b>	<b>\$13,460</b>	<b>\$13,460</b>
<b>Other Financing Sources</b>					
9934	Proceeds from Long Term Bonds and Notes	04	\$0	\$60,000	\$60,000
9998	Amount Voted from Fund Balance	12, 18	\$0	\$7,300	\$7,300
9999	Fund Balance to Reduce Taxes	03	\$0	\$20,000	\$20,000
	<b>Other Financing Sources Subtotal</b>		<b>\$0</b>	<b>\$87,300</b>	<b>\$87,300</b>
	<b>Total Estimated Revenues and Credits</b>		<b>\$237,552</b>	<b>\$295,726</b>	<b>\$295,726</b>



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Item	Selectmen's	Budget Committee's
	Period ending 12/31/2020 (Recommended)	Period ending 12/31/2020 (Recommended)
Operating Budget Appropriations	\$472,929	\$472,929
Special Warrant Articles	\$229,560	\$229,560
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$702,489	\$702,489
Less Amount of Estimated Revenues & Credits	\$295,726	\$295,726
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$406,763</b>	<b>\$406,763</b>



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Supplemental Schedule

1. Total Recommended by Budget Committee \$702,489

Less Exclusions:

- 2. Principal: Long-Term Bonds & Notes \$0
- 3. Interest: Long-Term Bonds & Notes \$0
- 4. Capital outlays funded from Long-Term Bonds & Notes \$0
- 5. Mandatory Assessments \$0
- 6. Total Exclusions (Sum of Lines 2 through 5 above) \$0
- 7. Amount Recommended, Less Exclusions (Line 1 less Line 6) \$702,489
- 8. 10% of Amount Recommended, Less Exclusions (Line 7 x 10%) \$70,249

Collective Bargaining Cost Items:

- 9. Recommended Cost Items (Prior to Meeting) \$0
- 10. Voted Cost Items (Voted at Meeting) \$0
- 11. Amount voted over recommended amount (Difference of Lines 9 and 10) \$0

12. Bond Override (RSA 32:18-a), Amount Voted \$0

\$772,738

Maximum Allowable Appropriations Voted at Meeting:  
(Line 1 + Line 8 + Line 11 + Line 12)

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# REPORTS OF OFFICERS AND COMMITTEES



## **BOARD OF SELECTPERSONS**

2019 was a year of transition for the Town of Shelburne. Long-time employees, Ken Simonoko and Jo Carpenter, stepped into part-time roles as advisors for Zack and Noelle, respectively. We, as a Board, appreciate the hard work and dedication of our employees.

After many years of service, Town Clerk/Tax Collector, Debbie Hayes, and Treasurer, Bob Pinkham, retired. We thank them for their service to the town and we wish them the best in their retirement.

As always, this Board has tried to keep the town tax rate as low as possible and still meet the current and projected needs of Shelburne. However, as this budget season has arrived, some financial challenges have arisen. Overall, the Board expects an increase in the tax rate, but assures the citizens that every effort has been made to work with all departments to maintain a reasonable budget.

As the Board is committed to an ongoing effort of reducing energy usage in all town buildings, a lighting audit was conducted, more insulation has been installed at the Fire Department, and there have been discussions on the possibility of installing a solar array to generate power to reduce electricity bills.

NH State Police Patrols are still being conducted throughout the entire year. Both the Board and the State Police agree that this liaison is still effective and successful, and a summary of police activity is included in this year's report.

In August, what was to be a one-day event blossomed into a weekend celebration of the Town of Shelburne's 250<sup>th</sup> Anniversary. Beginning with a potluck supper and ending with a church service, there were many different activities to enjoy throughout the weekend. The Board wishes to thank the 250<sup>th</sup> Celebration Committee and all of the volunteers who made the event enjoyable for so many.

The Board would also like to sincerely thank everyone who strives to make Shelburne a special and affordable place to live.

Selectpersons – Stanley Judge, Lucy Evans, Heidi Behling

# TOWN CLERK

## **Town Clerk Office Hours:**

(Beginning March 17<sup>th</sup>)

Tuesdays - 12 PM - 6 PM

Wednesdays - 10 AM - 2 PM

## **Vehicle Registrations:**

Must be renewed during the month of your birth, unless it is a leased vehicle. If leased, vehicle renewal month is determined by the first letter of the leasing company.

## **Dog Licenses:** Due no later than April 30<sup>th</sup>.

Puppy 4-7 months old - \$6.50.

Dog Over 7 months - spayed/neutered: \$6.50.

Dog Over 7 months - not spayed/not neutered: \$9.00.

Owners 65 years of age or over may register their 1<sup>st</sup> dog for \$2.00; additional dogs at regular price.

**A current rabies certificate is required to register a dog.**

**A fine will be charged if not licensed by June 1<sup>st</sup>.**

- RSA 466:13

***\*ALL PAYMENTS MUST BE MADE BY CASH OR CHECK\****

## **Voter Registration:**

NEW voters may register with the Supervisors of the Checklist, the Town Clerk or the Deputy Town Clerk.

**Proof of age, residency, citizenship and a photo I.D. are required.**

## **Vital Statistics for 2019:**

### **Resident Births:**

Charlotte Mary Katherine Galligan;  
Eric Richard Murphy II.

### **Resident Marriages:**

Heather Wood to Corey Dumas, Sr.

### **Resident Deaths:**

Robert and Rose Isaksen; Paul Collins; Reny Demers; Alan Huff; Elizabeth R. Ramsey; Michael Ryan; David Wilson; Burt Meyers; John and Cynthia Gralenski.

Thank you all for your patience during 2019 as we searched for a new Town Clerk and Tax Collector.

Jo Carpenter, Deputy Town Clerk



## DEPARTMENT OF PUBLIC WORKS

In May of 2019, Zack Wight became Director of Public Works and Ken Simonoko became the part-time Assistant Director. Ken remains the Road Agent.

Mother Nature gave us 11.5 feet of snow in 2019. The 2019-2020 winter seems to be an odd one with swinging temperatures and less snow, but we are still far from spring. We remain prepared for whatever may come our way.

A reminder that there is sand available at the Transfer Station for town residents. There is a two (2) bucket - per week - per household limit. In order to protect private well water, salt and Clearlane are to be used exclusively by the Public Works Dept., and therefore should not be removed from the station. Our Winter Weather policies appear in the *Informational Material* section at the rear of this publication. Please take a moment to review them.

In order to keep our aging fleet on the road, a lot of time and money was spent repairing and maintaining our trucks and equipment last year. This year will be no different.

The culvert project near the fire pond on North Road by Philbrook Farm was completed in 2019 with the replacement of the guard rails, raising of the road, and repaving the area. This project was fully funded with the remaining money from the additional 2018 Block Grant and did not affect the tax rate. Paving was also done on the North Road from Ingalls Valley to the Maine state line. The last time this section of road was paved was in the 1970s.

We continue to pick up trash and discarded items on several of our roads. Please DO NOT DUMP any items on any town road and help keep our town clean.

In closing, we also remind you that it's important that you watch for the plow. State and Town law states that TOWN VEHICLES HAVE THE RIGHT OF WAY; so slow down, give way, and be safe.

Zack Wight, Director  
Ken Simonoko, Road Agent

## **SHELBURNE WASTE DISTRICT**

In 2019 our major effort was to reduce costs regarding recycling. Based on recommendations from the operators, we completed the changes to recycling. The initial calculations showed that we would save quite a bit recycling this way and, in fact the cost reduction from 2018 through 2019 is \$3,650. We feel that the costs should continue to drop in 2020, so we will have a revised number in a year.

Recycling was initially outdoors but has now been moved into the adjacent building on a permanent basis. This entire change has gone very smoothly with the help and understanding of all the residents. Thank you.

Pay-As-You-Throw bags are still available at both the Town office and the transfer station, and the cost is still \$7.50 for a roll of 5 bags. The sale of collected recyclables brought in \$75.00 this year. The town received \$8,240.75 from the sale of green bags. The income from sale of bags offset 18.5 percent of the solid waste budget for the year. The town also received \$2,665.50 for landfill fees, and we have put that amount into the Landfill Fees Special Revenue account against future purchases. This year, we intend to purchase a small bailer to assist in disposal of recyclables.

The transfer station charges for items which are neither recyclable nor in green bags. Thus, for example, demolition debris will be charged at the amount estimated for their eventual disposal. For large jobs, such as re-shingling a house, it is suggested that one hire a dumpster which can take the material directly to the landfill thus avoiding the need for double handling.

The Household Hazardous Waste collection day is scheduled for Saturday, June 20<sup>th</sup>, 2020 from 8 AM to 1 PM. Please look for information at the transfer station in May. Please note that all costs for taking hazardous waste to the collection come from state grants and from our expendable trust fund. There is no individual cost on the day of collection for Shelburne residents.

We wish to thank all who helped to make our new way of operating go so smoothly, and to help reduce the waste we create. Please join us for coffee and donuts.

The Transfer Station Crew



## **FIRE DEPARTMENT**

In 2019, we had a total of 21 calls with no injuries to personnel. Three of those calls were mutual aid and one call was a forest fire behind the Berlin-Gorham road that took two days to completely extinguish.

We currently have 19 fire fighters that we continue to train, one of which is EMT certified. Our goal is still the same: to always assist those that need our help. That is why we work tirelessly on training each month, as we never know what kind of call will come in next. Our meetings and training sessions are on the second and fourth Tuesday of each month.

Unfortunately, our fleet of three fire trucks is aging and each truck is over 30 years old. Because of their age, they need constant repair and thus, we are concerned for the future of our fleet. At the beginning of 2019, we had four trucks. We had to decommission and sell 16-year-old Engine 1 because the high cost to fix it. We should start exploring ways to update our fleet.

Thank you for another great year. We look forward to a safe and productive 2020.

Chief Randy Davis

**Note: Do you or someone you know require special assistance during an emergency or disaster? If so, please contact the Town Office for a Functional Needs Assessment form, complete and return it to the Town Office. All information received will remain confidential.**

# STATE POLICE REPORT

I would like to take this opportunity to provide a report to the residents of Shelburne regarding the calls for service that the State Police have responded to in your community during the last year. This will hopefully provide you with a good baseline and understanding of the present law enforcement needs that currently exist within the community, as well as serving as a guide to determine what level of law enforcement resources the community desires, based upon the current trends and expectations of the residents as they look forward to the future.

Currently, the State Police respond to calls as requested as part of our regular patrol duties, as well as providing troopers to conduct specific law enforcement directed patrols specifically dedicated to your community as requested by the town. Troopers conducted **74, 4-hour directed patrols** during the course of the year.

During 2019, the State Police responded to and investigated the following calls for service in the town of Shelburne:

ASSIST MOTORIST	11
ABANDONED VEHICLE	1
MOTOR VEHICLE ACCIDENT	9
HIT AND RUN	3
AMBULANCE NEEDED	5
FIRE DEPT. NEEDED	1
ROAD OBSTRUCTION	5
SUSPICIOUS VEHICLE	2
SUSPICIOUS PERSON	5
BURGLAR ALARM	4
UNTIMELY DEATH	1
ASSAULT PAST TENSE	2
THEFT	6
DRUNK	2
DOMESTIC IN PROGRESS	5
DOMESTIC PAST TENSE	3
PLANE CRASH	1
LOST PERSON	3
MISSING PERSON	1

FISH + GAME OFC NOTIFIED	5
TRAFFIC CHECK (SCALES/RADAR)	1
911 HANG UP	4
ANIMAL COMPLAINT	8
DEPARTMENT ASSIST	1
CIVIL STANDBY	3
CIVIL REQUEST	13
CRIMINAL MISCHIEF	5
DEER HIT BY CAR	1
HABITUAL OFFENDER	1
HAZARDOUS OPERATOR	8
MARIJUANA DECRIMINALIZATION SUMMONS	3
PEDESTRIAN	2
RESTRAINING ORDER SERVICE	1
SECURITY CHECK	14
SEX OFFENDER REGISTRATION	1
SPOTS REQUEST	9
TRAFFIC STOP	5
SUICIDAL SUBJECT	1
CRIMINAL THREATENING	2
VIOLATION OF COURT ORDER	1
VEHICLE OFF THE ROAD	3
WELFARE CHECK	9
<b>GRAND TOTAL:</b>	<b>171</b>

The above calls-for-service resulted in seven custodial arrests. In addition to the above calls-for-service, troopers conducted motor vehicle enforcement resulting in **86 summonses and 168 warnings issued for a total of 254 motor vehicle violations detected and addressed**, a slight increase from 2018.

In closing, it has been our pleasure to serve the residents of Shelburne during the past year and we look forward to assisting you with your law enforcement requests in 2020.



Respectfully,



Staff Sergeant Victor G. Muzzey  
Assistant Troop Commander  
Troop F

## EMERGENCY MANAGEMENT

The year 2019 was relatively quiet with the exceptions being an unusually active winter season and a major wind event on Nov. 1, resulting in a town-wide power and cell phone service outage. In addition, through travel on the North Road was restricted for a period of time. Complete restoration of power was complicated by the number, and in some cases awkward location, of the problem and site. The Fire Department responded to needs and to quelling an awkward brush fire on the Eversource right-of-way adjacent to Rt. 2.

To improve our capability to maintain operations of town facilities during power outages, we submitted a grant request in June 2019 for a stand-by generator for the Fire Station. Our information is that it has been approved but a low priority with “decisions on hold until 2020”. In addition, a portable generator is planned to cover the needs of the town garage and to be a backup for the town office and fire station.

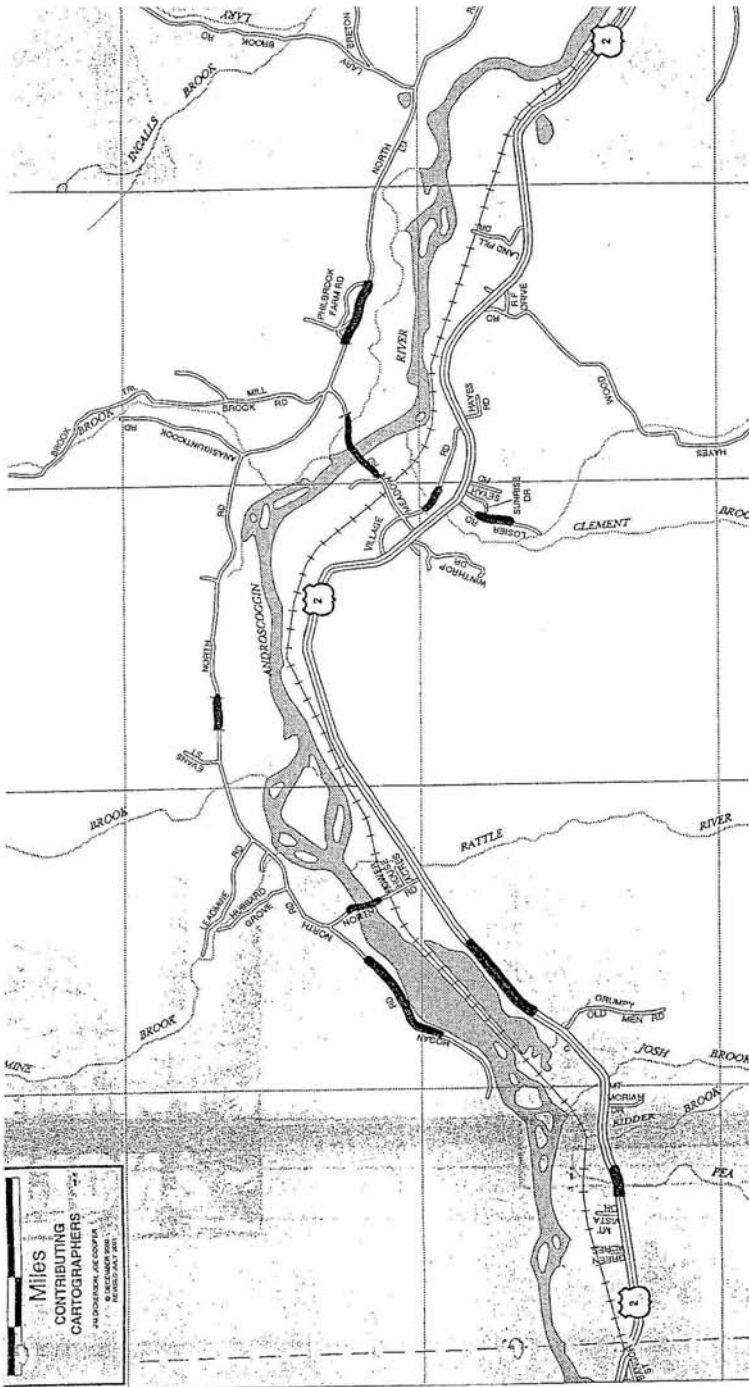
Concerning power outages – households should seriously consider their needs and plan for them. They happen in any season and may require special planning if they occur during cold weather periods. Homeowners can check restoration efforts by looking at power outage maps on cellphones and the internet.

As of Feb. 9, 2020, the National Weather Service reports normal flood potential in its winter/spring outlook. However, as they caution, the most critical measure is rainfall – how much and in how short a period of time it falls is the most important factor relative to the severity of flooding. Remember October 2017! Again, we stress the need to **take planning for emergency seriously**. Valuable resources are available to help in planning, such as [www.redcross.org](http://www.redcross.org) or [www.readynh.gov](http://www.readynh.gov). The latter site being a very valuable resource and will allow you to sign up for emergency alerts and more.

**The accompanying map shows those sections of various roads that, depending on severity of flooding, are impassable and thus isolating the affected dwellings for the period of high water.**

Stanley Judge – Director





**AREAS OF SHELBURNE THAT FLOODED**

October 2017



## BUILDING INSPECTOR

In 2019, eight (8) building permits for various projects were issued:

Shed	1
Aviary Pen	1
Dam Winch Pad/Shed	1
Screened Porch	1
Camper Deck	1
Demolition	2
Remodel of Existing Structure	1

If anyone is planning any kind of building project, including purchasing a pre-built structure, they should contact the building inspector to obtain a permit. There are quite a few state laws around both building and demolishing structures that must be complied with, and the building inspector has the necessary paperwork to comply with these laws. In particular the NH Energy Code was revised as April 1, 2010; many more projects now require approval under that code. Please check with the Building Inspector when replacing doors, windows or re-roofing.

If anyone has questions about whether or not a project requires a building or demolition permit, please call the building inspector **before** the project is started, as an **“after the fact” permit will cost more.**

Rav Bennett, Building Inspector

# SHELBURNE PUBLIC LIBRARY

The Library Trustees have made an effort to keep the Shelburne Public Library open, but it has seen little to no visits over the past few years.

Recently, the Trustees sent a letter to citizens asking for their opinion on if the library should be closed permanently. Gorham and Berlin each have larger and more active libraries and offer more services than we can provide.

If, in fact, it is the will of the citizens to close the library, all its contents will be surrendered to the Town, to include remaining books, funds, and equipment.

Library Trustees

## LIBRARY FINANCIAL REPORT

### CHECKING ACCOUNT

Balance – 01/01/19	184.36
<b>Balance as of 12/31/19</b>	<b>\$ 489.44</b>

### SAVINGS ACCOUNT

Balance – 01/01/19	2,552.03
<b>Balance as of 12/31/19</b>	<b>\$2,553.31</b>

### LIBRARY TRUST FUND

<b>Balance as of 12/31/19</b>	<b>\$2,740.82</b>
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### LIBRARY TECHNOLOGY EXPENDABLE TRUST FUND

<b>Balance as of 12/31/19</b>	<b>\$950.84</b>
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## **PLANNING BOARD**

The Planning Board is currently comprised of seven (7) members. Throughout 2019 we have operated with only five members, as no volunteers came forward to fill the vacancies. Based on this fact, a warrant article will be submitted for vote at Town Meeting to reduce the size of the Planning Board to five (5) members and two (2) alternates.

This year, the Board completed its annual review of the Shelburne Master Plan. We have also been working on issues concerning private roads in new subdivisions and discussing commercial development. Upon completion of an update to the Town Road Standards, we plan to amend the subdivision regulations to prohibit any new private roads.

In other areas, the Board is looking into establishing a review process for free-standing solar power arrays and commercial solar development. Currently, no review is required for systems mounted flush with building walls or roofs.

The Planning Board

## **PARK COMMISSION**

In 2019, the park was enjoyed by noticeably more residents, visitors, children, and dogs. It was not only the focal point of the 250<sup>th</sup> Anniversary Celebration, but the center of the action.

In this coming year, the Commission will assess the pavilion to see what other maintenance and repairs need to be done with a focus on the costs associated with replacing the pavilion roof.

The commission would like to thank Beverly Pinkham for continuing do such beautiful work with the planting and tending of the flowers in the planter under the park sign as well as the flowers around the well cap.

Park Commission

## **CEMETERY COMMITTEE**

There were three (3) cemetery lots sold in 2019.

There were three cremation burials and two casket burials in Shelburne cemeteries this year.

There are plans to address fencing and headstone repairs as well as the reinstallation of the Hazelton Arch at the back of the cemetery.

Prices for cemetery lots remain at \$800 for a four-grave lot, \$600 for a two-grave lot, and \$400 for a single grave lot. The cost of burial is \$600 for a coffin and \$50 for a cremation urn.

In order to schedule a burial, please contact cemetery sextant, Ken Simonoko, at 723-0865. Please remember that winter burials are not permitted. To purchase a lot in any of the cemeteries, please contact the Town Office or Ken at the number above.

Cemetery Trustees

## **MEMORIAL FOREST**

The Memorial Forest continues to be a cornerstone of the Town.

Paula Simonoko planted flowers at the war memorial once more this summer, and the colorful flowers continue to draw everyone's eyes as they drive by.

As in years past, if time and resources allow, there are plans to remove the unused fire hydrant and some stumps and replace the picnic table.

Memorial Forest Committee

## **ENERGY COMMITTEE**

The Energy Committee was formed in the spring of 2019. Its initial focus has been on saving town electricity costs through two projects: replacing existing lighting in town buildings with LED bulbs and fixtures, and installation of a solar array.

We have determined where replacement of old lighting with modern lighting will be cost-effective, with Eversource covering 34% of the project. This project will cost about \$4,300. Resulting electricity savings should cover this cost in about 4 years, with annual savings to the town of over \$1000 beyond that point.

Our first step in the solar project was to determine the best location for an array. We first considered the old capped landfill just east of the transfer station, out of everyone's way. After talking to several suppliers, it soon became evident that to do the project there would be extremely costly. The large distance between the array and the nearest power line would require large copper wire and would result in some power loss; placing it on an old landfill would incur expensive licensing issues; and most of the power generated would go directly onto Eversource wires, incurring delivery charges as behind-the-meter use would be minimal with the town's largest users almost 2 miles away. "Behind the meter" means that the solar power is consumed by us before it ever reaches the Eversource meter, completely invisible to Eversource billing. After investigating a number of other possible locations, it became evident that the least expensive would be an installation on the southeast facing roof of the old portion of the town hall. This would put the solar generation at the location that uses the greatest amount of power, making it an ideal behind-the-meter location.

We further devised a plan under which, by installing the solar electric system, our total annual payments for the solar electric system and Eversource electricity will initially be less than our current electrical bill and will be increasingly less through the years. Initial costs will be covered by a loan whose payments, along with projected maintenance and insurance, comprise the annual solar

system costs. Therefore, there would be no increase to the tax rate for this project.

We have put an article into the warrant (Article #4) to allow the Selectboard to negotiate a loan and approve the installation as long as they feel that the economics are advantageous. Please vote in favor of Article #4.

In 2020, we will finalize the solar design, and if the economics still look as promising as they do now, will seek approval from the Selectboard to move forward with installation. The Energy Committee will also continue to track down and eliminate other sources of energy (dollars) waste.

It should be noted that in all of the above we have had a great deal of help from Clean Energy NH. Thanks.

Energy Committee



## **CONSERVATION COMMISSION**

The purpose of the Shelburne Conservation Commission (SCC) is to identify and conserve wetlands, forests, rivers, open spaces, watershed areas, unique areas, flood zones, fisheries, wildlife habitats, and scenic vistas and encourage recognition, enjoyment, and wise use of Shelburne's natural resources. Conservation commissions consist of local volunteers that work to study and protect natural resources. The commission interacts with the town through the Select Board and may be requested to provide input into land use decisions by the town planning board or other public agencies such as the zoning board, fire department, or road agent. The commission also has a role in providing input into the permitting processes required through the N.H. Department of Environmental Services.

The commission has been working on a number of initiatives and projects in 2019 including:

- Received NH Dept. of Transportation approval to clear brush and open the view in the State's Right-of-Way at the Old Route 2 turnout east of Peter Nickerson's House and across from Bert Meyers' place. Some clearing work was completed in early spring 2019 in concert with the Shelburne Trail Club and more work is planned in 2020. The SCC is seeking further approval to place an information kiosk, signage, and a couple of benches. Upon approval by NH DOT, we will be actively seeking more volunteer help to further open the view and install the signage, kiosk, and benches. After completion of this project, the Select Board and SCC plan to dedicate this viewpoint in memory of John Gralenski.
- Completed two brochures for distribution. One is an informational brochure to explain what the Shelburne Conservation Commission does, why it is important, and what role it plays in protecting our environmental resources. The second is a brochure of outdoor activities that are available in Shelburne from hikes and paddling to areas of historic interest, cemeteries, and much more. Brochures and other swag were distributed for free at a co-hosted tent with the Shelburne Trail Club at the 250th Shelburne Anniversary celebration in August 2019.

- Reviewed a NH Depart of Environmental Services Request for a Wetlands permit from Brookfield Renewable for dredging material in the Androscoggin River below the Shelburne Dam.
- Reviewed a Rattle River Hostel request to NH DES to mitigate flooding and route surface water away from the hostel's infrastructure.
- Worked on ways to educate the public on the adverse effects of invasive species, and procedures to reduce and eliminate them. Common non-native invasive plants found throughout town are Japanese Knotweed (bamboo) and Barberry (implicated in increasing tick populations and the spread of Lyme Disease).
- Hosted an informational session for Shelburne Boards and Commissions with Brookfield Power, which has begun the multi-year re-licensing process of several dams on the Androscoggin River including the Shelburne Dam. The Federal Energy Regulatory Commission (FERC) has a required public involvement process as re-permitting is examined for a new 30-40-year permit. The SCC drafted the response to the initial scoping request with the Select Board, and will continue to engage with the Select Board, FERC, and Brookfield Power as the analysis proceeds.
- Continued to explore options for the possible creation of a Community Forest, potentially modeled on the experiences of the Milan, Errol, and Randolph Town Forests. In 2019, the Select Board approved the formation of the Shelburne Community Forest Committee and the SCC hopes to stand up the committee in 2020.

The commission generally meets monthly on the second Wednesday of each month, usually at 6 p.m. Meeting agendas and minutes are available through the town office.



SCC members encourage anyone with an interest in conservation issues or who wishes to present information to the commission to attend our meetings. Current membership of the commission includes Dave Carlisle, Larry Ely, Stan Judge, Heidi Wight, and Katie Stuart, and we are seeking new members!

Shelburne Conservation Commission



## HERITAGE COMMISSION

### **The Heritage Commission accomplishments this past year:**

- We had a successful 250<sup>th</sup> year anniversary celebration, coordinating events with the Town of Shelburne. Our “Open House” tours were met with many visitors, viewing historic photos, interpretive panels, historic books, and, vintage maps. Historic panels were created and also placed in front of historic homes, as a “step back in the past”, educating the public on our history of Shelburne.
- Always a big “thank you” to Dick and Pat Lussier for teaming up as our treasurers.
- Our “Wildlife Habitat Garden”, including native wildflowers to attract butterflies and bees continues to be a work in progress. Thank you to the “Coos County Botanical Garden Club”, and Will O’Brien for the coordination of this project, as well as the ongoing work of our “nature trail”. We have added birdhouses, a bat house, and a squirrel house (with a resident flying squirrel) to our nature trail this year. Wrens and Starlings moved in, and Turkeys enjoyed the garden, along with other pollinators, honeybees, blue bee, Monarchs, Fritillary butterflies and Sulphur months. The CCB garden club rescued Trilliums from a construction site, and now live along our nature trail.
- We had the Peabody farmhouse painted on the front and sides, wood repaired and replaced around the windows.
- We are in the process of restoring the “Peabody Farmhouse” back to the year it was built, 1829 thru the early 1900’s. The floors in the living room are complete and kitchen is in process. We have purchased a vintage ice chest, for the kitchen, a dry sink, and many other vintage items have been added to the home. Thank you to Zack Wight for assisting with restoring the kitchen.
- The Bunkhouse attached to the left side of the Peabody House, is needing to be jacked up and the sills replaced. **We are looking for volunteers to assist with this.** This project is being led by Dick Lussier.

Our heartfelt thanks for the many generous donations of personal time, historic items, and monetary from our many supporters, they are greatly appreciated, and needed for success. Great appreciation for a loan and donations of vintage items to our historic, "Peabody Homestead. Thank you to the "Crow Farm" for your generous donations of personal items for the Peabody Farmhouse. Thank you, Heidi Behling, for your generous loan for vintage furniture for our 250-year celebration.

**The Heritage Commission members currently are:** Dick Lussier, Roger Morrisette, Ken Simonoko, Mary Jo Landry, and Heidi Wight. We are very enthusiastic about working together as a team.

### **Mission Statement**

The Heritage Commission is dedicated to the preservation and interpretation of the Historic Peabody House, and the history and heritage of the Town of Shelburne NH. The Heritage Commission seeks to accomplish its mission by preserving, interpreting, collecting, and researching historic material relating to the Historic Peabody House, and the Town of Shelburne; by providing educational services to diverse audiences of all ages and interests, through interactive events , tours, programs , and outreach publications; while working closely, in cooperation with the community and the public, to promote an awareness of and interest in the Historic Peabody House's history and heritage, also the history and heritage of the Town of Shelburne.

**All those interested in volunteering their time, and sharing ideas and new concepts, please contact us.** We welcome all volunteers or "Friends of the Historic Peabody House"! Our mailing address: Shelburne Heritage Commission, 74 Village Rd., Shelburne NH 03581, or email Heidi at [backcountry\\_photography@yahoo.com](mailto:backcountry_photography@yahoo.com). Volunteers are needed for many projects including creating displays, historic research, gardening (planning, and preparation), programs, maps, and docents. We also are welcoming volunteers experienced in: the State Register of Historic Places, painting, restoration, carpentry, thru group participation and/or adopting those types of projects, website hosting/manager, many different opportunities.

Heritage Commission

## **SHELBURNE UNION CHURCH**

The Shelburne Union Church is a non-denominational church located in the center of Shelburne Village. The church is opened to the public for services through the months of July and August, and for wedding and funeral services. Church Services are generally held on Sunday evening and begin at 7 PM lasting approximately one hour. A schedule of officiates is published in the Berlin Daily Sun and posted at the Town Hall and Landfill.

This year marked the 250<sup>th</sup> Anniversary of the town and a special service was held in the church during that event. Over the course of the summer several guest speakers came to the church and we had one wedding. Our hope is to schedule more services in the coming year.

The church needs improvements including a new roof, interior and exterior paint, and a wheelchair ramp. These improvements are awaiting funding and manpower! Anyone interested in helping with these needs or organizing an event to help raise funds for maintenance of the church, please contact Kimberly Landry at 466-5353. The future of the church depends on the generosity and volunteer hours of those who'd like to see it stay open. Please consider getting involved and helping in any way you can.

Thank you to those who volunteered their time, services and baked goods toward this year's fundraiser bake sales! The 250<sup>th</sup> and Fall Craft Fair events were a great success due to organizers and the support of the community.



To those who continually donate in the honor of loved ones or simply for the sake of seeing this landmark survive...we thank you!

The Shelburne Union  
Church Committee

## SHELBURNE TRAILS CLUB

In 2019, the Shelburne Trails Club (STC) celebrated its 10<sup>th</sup> year working to reopen Shelburne's "lost trails" and improving and maintaining a system of local hiking trails. The club is registered as a New Hampshire Non-Profit Social/Recreational club. If you would like to be a part of the club, contact Larry Ely, Secretary at 603-723-5822, or e-mail us at [shelburnetrails@gmail.com](mailto:shelburnetrails@gmail.com).



### The Club Accomplishments for 2019:

The Club held a "Speakers Series" joint presentation with Mahoosuc Land Trust at town hall in March by Maine Audubon biologist Doug Hitchcox who highlighted the updating of the "Atlas of Breeding Birds of Maine". The Club held its second speaker event in May featuring a presentation by Larry Ely on the History of Shelburne to honor the town's upcoming 250th Anniversary. A final "Speakers Series" event was offered at the Club's Annual Meeting in October with Marianne Borowski describing the new Cross New Hampshire Adventure Trail. The club also hosted a snowshoe hike of First Mountain in March.

Volunteer group trail maintenance days were held in June and September with multiple volunteers working on the STC maintained trails. Both volunteer days were followed by a BBQ at Tall Pines. Board members, officers, and volunteers also spent many hours working on the trails in groups and individually at their convenience over the season.

The STC Facebook page continued to be popular with 407 followers from throughout the region. The Facebook page, which serves as the club's social media site, can be accessed directly at: [www.facebook.com/ShelburneTrailsClub](https://www.facebook.com/ShelburneTrailsClub).

The club worked with the Shelburne Conservation Commission in May to re-open the expansive view of the Mahoosuc mountains from the US Route 2 pull-off east of Village Road. Once approval is received from the State

of New Hampshire, improvements will be added to the site with benches, an information kiosk, and signboard identifying the individual peaks in the view-shed.

The club was active in the town's 250th Anniversary celebration by hosting three hikes on STC maintained trails, staffing a joint information table for STC and the Shelburne Conservation Commission, and offering a second presentation of the History of Shelburne as previously offered through the club's speaker series.

The club led a hike to Mt Ingalls and Ray's Pond in October for a public dedication of the trail from the summit to the pond to be named as "John's Way" in honor of the late John Gralenski.

STC's Annual Meeting was held in October. The annual meeting included the election of Michael Prange to the Board of Directors to replace Dave Landry whose second three-year term had expired. Club officers for 2020 will be President Michael Prange, Treasurer Pat Lussier, and Secretary Larry Ely. Board of Directors for 2020 are Dick Lussier, Michael Prange, Larry Ely, Katie Stuart, and Sue Lowe.

As always, we thank the many private Shelburne landowners without whose cooperation our hiking trails would not be possible. Thanks also to the many volunteers who help maintain the trails and to the Town of Shelburne for its support and for allowing use of Town Hall for meetings and events.



*STC Led Hike to Mt. Crag during 250th Town Anniversary*

*Dedication of  
John's Way*



*STC Trail  
Volunteers at  
Tall Pines  
BBQ*



*“Building healthier families & stronger communities through positive relationships, programs & collaborations in the North Country”*



**FRC** works with families to deliver quality evidence-based programs to all families offering assistance in understanding early childhood development, parent-child interaction and positive parenting.

**FRC** offers a quality learning enrichment, providing afterschool and summer programs keeping students' safe, inspiring learning and supporting local working families.



This year the Family Resource Center at Gorham has served over 1,900 individuals through its programs, events and community services throughout the region. The Strength to Succeed Program for families with substance use disorders helped reunify over 58 families connecting children with parents that are committed to their recovery. Supportive services continue to these families through FRC building pathways to long-term family success. In addition to home visiting, there were workshops on parenting education, peer support, financial literacy and positive solutions for families' workshops offered this past year through the Resource Center.

The Board of Directors & the staff members thank the Town of Shelburne for their past and continuing support. It is a privilege to serve the region and create positive outcomes for our youth and families.

**the family  
resource center**

123 Main Street Gorham NH 03581 603-466-5190

# **GORHAM COMMUNITY LEARNING CENTER**

The Gorham Community Learning Center is dedicated to caring for and educating our students in a safe, comforting environment. A robust, play based programs are essential for educational success in young children as well as optimal social and emotional development. In addition, we use research-based curriculum to ensure that our children are receiving age appropriate and stimulating learning opportunities. We work hard to maintain high educational standards and work with local educators to aide in preparing our students for elementary school by coordinating curriculum and programming. We serve children from ages 6 weeks to 12 years old from Gorham, Randolph, Shelburne, and Berlin.

## **Highlights from 2019:**

- On August 26, 2019, we began taking infants to help meet the needs of the families in our community. We have been hearing feedback for years that there is a need and with the hard work of staff members and our board we were able to implement this program. We would also like to acknowledge the partnership that we have with Patti Stolte at the Family Resource Center, and her help with making this possible.
- The GCLC board was able to utilize resources and funds from the Coos County Director's Network supported by the Neil and Louise Tillotson Foundation, to hire Kim Votta to work on self-assessment tools and board development.
- We have been working closely with SAU 20 and SAU 3 to ensure that the children leaving our program will transition seamlessly to Kindergarten. Our partnerships continue to strengthen as we create and implement new programs and procedures collaboratively.
- On March 22, 2019 we celebrated Raylene Beaulieu's 20<sup>th</sup> year with the Gorham Community Learning Center. We also dedicated our yearbook to Raylene to recognize her hard work and dedication to the children and families throughout the years.
- We have welcomed many new staff members this year that have been an amazing addition to our team: Elizabeth Anderson, Adelina Cintrone Makenzie Gilbert, Sabrina Gorman, Amanda Hoyt, Erika Nichols and Kim Paradis.



North Country Council Regional Planning Commission and Economic Development District is one of nine regional planning commissions in New Hampshire established by RSA 36:46. The Commission's region consists of serving 50 communities and 25 unincorporated places in the northern third of New Hampshire. The Commission serves in an advisory role to local governments in order to promote coordinated planning, orderly growth, efficient land use, transportation access, and environmental protection. The Council's professional staff provides transportation, land use, economic development, community and environmental planning services; geographic information services (GIS); data collection and analysis; grant writing; grant administration; facilitation; and project management.

To date in 2019, North Country Council undertook the following activities:

- Completed assessments of over 200 stream culverts in the Baker River watershed to better understand flood vulnerability and aquatic habitat barriers.
- Facilitated three meetings of the North Country Council Transportation Advisory Committee (TAC) discuss regional transportation issues and identify priority projects for funding opportunities, including the Ten Year Plan.
- Supported the work of two Regional Coordinating Councils (Carroll County and Grafton-Coos) to promote coordination of transportation services for the region's residents, including facilitating seven RCC meetings and assisting with federal grant applications to support transportation services for senior and limited-mobility residents. Secured a Federal Transit Administration grant to begin work on updating the *Coordinated Public Transit and Human Services Transportation Plan* for the region, which supports the ability of providers to access critical federal funds for transportation services.
- Represent the transportation needs of the region in the Ten Year Plan process, including participation in public hearings and promoting public input opportunities to the region's communities.

- Supported the work of the North Country Scenic Byways Council (NCSBC) to steward and promote the region's many scenic and cultural byways, including facilitating three NCSBC meetings and working to develop a website to provide information on scenic touring along the byways.
- Represented the region as an at-large member to the NH Complete Streets Advisory Committee, including providing a regional perspective on the development of the NH Pedestrian and Bicycle Transportation Plan.
- Continued the effort to develop an updated Regional Transportation Plan, which will identify the transportation-related needs, issues, and opportunities of the region in order to support the development of transportation projects and provide a helpful reference for communities.
- Completed regional over 100 traffic counts to meet federal requirements and provide up-to-date information on traffic volumes.
- Promoted the NH CommuteSmart Challenge to regional businesses to encourage carpooling.
- Supported and participated in the White Mountain National Forest Alternative Transportation Working Group to address issues of overflow parking and promote safe transportation access to National Forest destinations.
- Undertook a pilot study to develop an accurate and efficient method of counting OHRVs on roadways.
- Provided mapping and GIS services to communities throughout the region in support of project development and funding opportunities.
- Responded to multiple request for reviews of Development of Regional Impact, prepared comments corresponded with state and local officials.
- Continued to assist Northern Border Regional Commission (NBRC) in providing assistance to potential and awarded grantees. In 2019 the Council provided pre-project development coaching to over 25 potential NBRC grantees.
- Convened four full Commission meetings and facilitated discussions on – Communities Becoming Age Friendly, Council Highlights, Energy and update on Scenic By-ways.
- Hosted the October 24, 2019 Annual Meeting held at the Town and Country Resort in Shelburne NH. The focus of the evening was encouraging a “smart, safe, clean and cool” North Country through building investable projects.
- Collaborated with other Regional Planning Commission's through the NH Association of Regional Planning Commissions and Director meetings in Concord, NH.

- Supported efforts and attended the NH Planners Conference, NH Municipal Association Conference and Office of Strategic Initiative Conference.
- Bulk ordered and distributed New Hampshire Planning and Land Use Regulation books to local land use boards (estimated savings of \$70.00 per book).
- Re-Established the North County Council Brownfield Program through funding from the United States Environmental protection Agency (EPA).
- Updated the North Country Comprehensive Economic Development Strategy (CEDS) for the Economic Development District. Hosting five open house input sessions, convened and facilitated five committee meetings with four guest speakers.
- Staff attended over ten workshops, info sessions to increase Council capacity to better serve communities.
- Responded to various requests from communities for technical assistance and data research.
- Hosted four workshops - invasive species, flood plain management 101, planning and zoning board training. Published and distributed quarterly newsletter.

# STATE OF NEW HAMPSHIRE

Executive Council

**MICHAEL J. CRYANS**  
Executive Councilor  
District One



State House Room 207  
107 North Main Street  
Concord, NH 03301  
[WWW.NH.GOV/COUNCIL](http://WWW.NH.GOV/COUNCIL)  
(603) 271-3632

## **DISTRICT ONE**

### **EXECUTIVE COUNCILOR MICHAEL J. CRYANS**

On January 3, 2019, I passed my one-year anniversary serving on the Executive Council for District One.

This District is made up of over 100 towns and four cities (Berlin, Claremont, Laconia and Lebanon). It covers up to ½ of the land area from Tilton to Pittsburg.

The Council, which has 5 members, each represent approximately 275,000 constituents. The Council meets approximately every 2 weeks and most of the meetings are held in Concord, except for the 6 meetings during the summer. These summer meetings are held in the five Council Districts along with one hosted by the Governor. I chose Littleton and will be looking for a community to host the meeting next summer.

The Executive Council votes on all contracts with the state over \$10,000 as well as appointments to Boards and Commissions. Fifty-four persons from District One were confirmed to various positions on State Boards and Commissions this year. The Council also votes on Commissioners and Deputy Commissioners of State Agencies as well as confirms the appointment of judges to serve in New Hampshire District, Supreme and Superior Courts.

I have traveled to all the towns and cities as well as the seven counties in this District. The function that I enjoy the most is constituent service. I like to assist, if I can, with the issues that arise from individual concerns to general issues in towns and cities in the District. You can always reach out to me with issues of concern.

This year I hosted the Department of Transportation GACIT Meetings in Lebanon, Claremont, Berlin and North Conway. GACIT stands for The Governor's Advisory Commission on Intermodal Transportation. This Commission is required to propose a plan for improvements to our state transportation system every two years, ultimately creating what is known as the Ten Year Highway Plan.

If you wish to serve on any Boards or Commissions, please submit your resume to me and Jonathan Melanson of the Governor's office. The Boards and Commissions, along with the qualifications needed, can be reviewed at <http://sos.nh.gov/GC2.aspx>.

Please feel free to contact me if you feel I can be helpful. My contact information is [Michael.Cryans@NH.gov](mailto:Michael.Cryans@NH.gov) or 603-443-1901 or PO Box 999, Hanover, NH 03755.

Remember, I am here to serve you.

Sincerely,  
Michael Cryans  
Executive Councilor, District One

## Report of Forest Fire Warden and State Forest Ranger

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildfire activity throughout the state. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

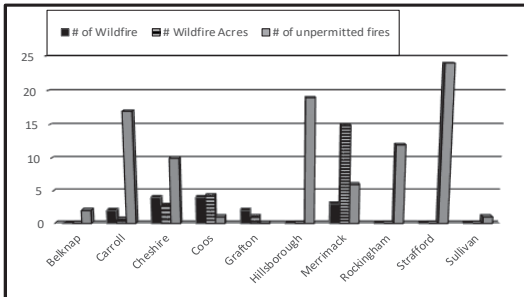
The Forest Protection Bureau and local fire departments were very busy this year celebrating Smokey Bear's 75<sup>th</sup> year preventing wildfires. Many events were held at local libraries, in fact, this program was so successful we will be offering it again in 2020. We were fortunate enough to partner with the Northeast Forest Fire Protection Compact and bring the Smokey Hot Air Balloon to Franconia Notch in August. The weather was fantastic and hundreds of people got the chance to ride in the balloon! Smokey's message has always been about personal responsibility – remember his ABC's: **Always Be Careful with fire**. If you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**



As we prepare for the 2020 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nh.gov/nhdfl/](http://www.nh.gov/nhdfl/).

### 2019 WILDLAND FIRE STATISTICS

(All fires reported as of December 2019)



\* Unpermitted fires which escape control are considered Wildfires.

Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159
2015	143	665	180

### CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
4	3	1	0	1	1	1	1	3



U.S. Department  
of Veterans Affairs

**White River Junction VA Medical Center**  
215 North Main Street  
White River Junction, VT 05009  
866-687-8387 (Toll Free)  
802-295-9363 (Commercial)

In Reply Refer to: 405/00

December 23rd, 2019

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women’s Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully;

Becky Rhoads, Au.D.  
Associate Medical Center Director

# RULES, REGULATIONS AND INFORMATIONAL MATERIAL





# DOG LICENSES

## It's the Law

**1. EVERY DOG**, four months old or older, **MUST HAVE A LICENSE**. These are obtained from the Town Clerk. This must be done **EVERY YEAR BEFORE APRIL 30<sup>th</sup>**. Penalties will be imposed on any dog that is not registered as of June 1<sup>st</sup>.

**2. EVERY DOG** must have a certificate showing that it has been **VACCINATED FOR RABIES**. **This certificate must be presented at the time of registration.**

**3. EVERY DOG** must wear its license tag. (RSA 466:1)

**4. License Fees: (RSA 466:4)**

\$ 6.50 - all neutered dogs

\$ 6.50 - puppies (4 - 7 months)

\$ 9.00 - all unneutered male dogs

\$ 9.00 - all unspayed female dogs

\$ 2.00 - owners over 65 (one dog only)

**Failure to comply will make you liable for a penalty of \$25.00 per dog. (RSA 466:13)**

**5. SHELBURNE HAS A LEASH LAW**

No dog may be allowed to run at large unless it is accompanied by the owner or custodian. (RSA 466:30a) (Voted November 4, 1980)

**REMINDER:** It is now **State law** to have **all cats** three months of age and over **vaccinated against rabies**.



## **SNOW REMOVAL ORDINANCE passed 8/14/94**

No person shall remove snow from his/her premises and deposit it on any street, highway or cul-de-sac.

Any person who violates this ordinance shall be fined not more than \$1,000 and not less than \$50 for each separate and distinct violation.

### **PARKING BAN**

It was voted at the 1990 Town Meeting to mandate a parking ban within the boundaries of town roads' right of way during and 24 hours after a snowstorm.

Vehicles in violation will be towed at owner's expense.

### **SPEED LIMITS IN SHELBURNE**

The selectmen have set speed limits for the following town roads:

- East end of North Road - from intersection with Meadow Road to the Maine Line - 35 miles per hour.
- Village Road and all other town roads - 25 miles per hour.

## **ORDINANCE REGULATING USE OF ALCOHOL ON TOWN PROPERTY**

### **Section 1: Consumption of Alcohol Restricted**

Except as otherwise provided by this Ordinance, it shall be unlawful to drink or otherwise consume any alcoholic beverage or alcoholic liquor as defined in RSA: 175, in the Chester C. Hayes Memorial Park, any Town buildings or associated parking lots in the Town of Shelburne.

### **Section 2: Possession of Open Containers**

Possession of open containers which contain alcoholic beverages or alcoholic liquor as defined in RSA: 175 in any public place shall be considered prima facie evidence of consumption.

### **Section 3: Penalty**

Whoever shall fail to comply with the provisions of this ordinance shall be guilty of a violation and subject to a fine as specified in Criminal Code 651:2, not less than \$50.00 per violation.

### **Truck Travel Restricted Ordinance Adopted 9/15/2008**

When signs are erected giving notice thereof, including any applicable vehicle weight limitations and/or restrictions upon any classification of vehicles recognized by the State and/or Federal Department of Transportation or Interstate Commerce Commission, streets or parts of streets shall be restricted to vehicles complying with such vehicular weight limitations and/or restrictions, provided, however, that if signs are erected restricting a street , or part thereof, with a sign stating merely “No Through Truck Traffic” or similar designation, without further elaboration, then such street or part of such street shall be restricted to vehicles that meet all of the following requirements: (1) a gross vehicle weight of 12,000 pounds or under; (2) no more than two (2) axles; (3) no more than six (6) tires; and (4) operates as a single unit. All trucks failing to comply with such limitations are expressly prohibited unless they have applied for and received a permit for an exemption from this ordinance. These restrictions shall not apply to vehicles making deliveries or pick ups to residences, businesses or properties on said streets, to Town owned vehicles or drivers traveling to their own residences on said street. Drivers traveling to their own residences shall not park said vehicle on any portion of the Town street or right of way.

This ordinance was applied to North Road from the intersection of Meadow Road by voted of the Board of Selectpersons on September 30, 2008.

## **WEIGHT LIMITS ON ALL TOWN ROADS**

After holding a Public Hearing during the August 27, 1996 Selectmen's Meeting, the Board of Selectmen voted to set the following weight limits under the authority granted them by RSA 231:191 at their Selectmen's Meeting on September 5, 1996.

The weight limit on any town road within the Town of Shelburne shall be set at 60,000 lbs.

Per RSA 231:191, applications may be made to the Board of Selectmen to exceed this weight limit. The Board may grant permission in writing, may impose reasonable conditions, and may establish reasonable regulations for bonding and restoring the highway.

The roads to which this shall apply are as follows:

- North Road (intersection of Meadow Road to Maine)
- Conner Road
- Hayes Road
- Hubbard Grove
- Landfill Drive
- Losier Road
- Mt. Moriah Drive
- Power House Acres
- R-F Drive
- Seyah Road
- Sunrise Drive
- Village Road
- Winthrop Drive

# LANDFILL REGULATIONS

**Hours: Saturdays - 6 AM to 12 PM – All Year**  
**Wednesdays - June 17<sup>th</sup> - August 26<sup>th</sup>**  
**3 PM to 4:30 PM**

Shelburne has adopted Pay-As-You-Throw. This means that garbage must be disposed of in special bags which may be purchased at the Transfer Station or the Town Office. The cost of a package of 5 bags is \$7.50.

Recycling is mandated by the Town of Shelburne. A list of recyclable materials is included below.

**Any items containing mercury are collected separately. Please see Zack or Ken for more information.**

There are charges to dispose of many different items. These fees reflect the cost to the Town for disposal and are subject to change. People wanting to dispose of items that have a fee associated with their disposal should see the landfill attendant and pay him before disposing of the item. People disposing of items, not paid for, will be billed. The list of fees is included below.

The Transfer Station **does not accept** any hazardous waste including hazardous household waste. A Hazardous Household Waste Collection Day will be held this year with the Androscoggin Valley Regional Refuse Disposal District Transfer Station in Berlin on **Saturday, June 20, 2020**. Details will be posted at the Transfer Station.

**Reminder – outdoor burning of garbage is illegal (RSA 125-N)**

## **RECYCLABLES LIST**

**ALUMINUM CANS** – Please place in recycling container.

**PLASTIC CONTAINERS** - #1 and #2. Place in recycling container.

**TIN CANS** – Place in metal container. Empty and rinse out. Labels OK.

**GLASS** – (***Except fluorescent lights***) All glass, any color goes into the glass barrel. Empty and rinse.

**FLUORESCENT LIGHTS** - **See attendant.**

**METALS** – Small metal waste (Coat hangers, bolts, nails)  
Large metal items go on “Metal” pile.

**CARDBOARD** – Corrugated boxes, empty and dry. Please break down and place in recycling container.

**PAPER** – Newspaper & magazines. Please place in recycling container.

**PAINT CANS** – Paint cans are considered **hazardous waste if there is liquid paint in them.** We can only accept them if they are **empty or dry.** Cover off.

**WASTE OIL** – Place in the drum inside the building.

**VEHICLE BATTERIES** – Place on the pallet inside.

**TIRES** – Place on pile outside.

**BRUSH AND YARD WASTE** – Place on the piles in the yard (Clean wood – 5 in. diameter max.)

***Note: Yard wastes do not go in any container.***

**CONSTRUCTION / DEMOLITION DEBRIS** – Painted wood or treated wood, sheet rock, furniture, etc.

***See attendant.***

**STYROFOAM** – Styrofoam can be placed in Waste Container without being placed in a green bag.

**SHINGLES** – Shingles must be uncontaminated with other waste.

***See attendant.***

**APPLIANCES** – Sinks, stoves, refrigerator, freezers, etc.

***See attendant.***

**LARGE METAL WASTE** –

***See attendant.***

**TREE STUMPS** – Not allowed under our permit.

**WASTE CONTAINING MERCURY** –

***See attendant.***

**TELEVISIONS / COMPUTERS** –

***See attendant.***

**MISCELLANEOUS WASTES** –

***See attendant.***

# **FEES SCHEDULE FOR DISPOSAL OF SOLID WASTES**

1. RECYCLABLES – NO CHARGE
  - a. Beverage bottles (PETE Plastics)
  - b. Milk Bottles (HDPE)
  - c. Colored Opaque containers (HDPE)  
Detergent Bottles for example
  - d. Tin Cans
  - e. Aluminum Cans
  - f. Newspaper
  - g. Corrugated cardboard
  - h. Clean Wood (Up to 5 in, in diameter)
  - i. Batteries (All types)
  - j. Used motor oil
  - k. Scrap Metal
  - l. Paint Cans
  - m. Anything containing mercury (i.e. fluorescent lights, thermostats, thermometers, etc.)
  
2. TIRES (Removed from rim)
  - a. Bikes, motorbikes, ATV's - \$1.00
  - b. 13 to 16 inch - \$2.00
  - c. 17 to 24 inch - \$8.00
  - d. 25 inch & up - \$25.00
  
3. CONSTRUCTION DEBRIS
  - a. \$20/yard - \$2.00 minimum
  - b. Clean shingles or sheet rock - \$30/yard
  - c. Shingles/sheetrock mixed with other material - \$40/yard
  
4. APPLIANCES
  - a. Large - \$10.00 (Stove refrigerator, furnace, water heater, etc.)
  - b. Small - \$5.00 (microwave, vacuum, etc.)
  - c. Computer monitors or any size TV - \$5.00

## 5. FURNITURE

- a. Wood furniture - \$5.00 per item ( see attendant for odd material)
- b. Stuffed furniture - \$10.00 per item (Sofa, Sofa bed, Chair, etc.)
- c. Large rugs (10x12 & up) - \$10.00
- d. Small rugs - \$5.00
- e. Mattress/Springs - \$10.00

## 6. MISCELLANEOUS BULKY ITEMS

- a. Plastic furniture, pools, toys, etc. – same as construction debris.
- b. Baby strollers, carriages, bicycles, etc. – same as construction debris.
- c. Odd items (Fencing, metal mixed with wood or plastic) same as construction debris.
- d. Styrofoam - place in garbage truck not bagged – no charge.

## **WINTER MAINTENANCE POLICIES**

The Town of Shelburne does not maintain a “Black Road” or “Ice Free” Policy. Every effort will be made to remove as much snow and ice as Mother Nature allows.

The Town of Shelburne has a “No Parking” ordinance within the boundaries of the Town rights-of-way during and 24 hours after a snowstorm.

### **SNOW PLOWING SCHEDULE:**

Snow plowing will begin when there is one to three (1” – 3”) inches of snow accumulation on the road. Plowing will continue for duration of the storm. However, if the storm is of extended duration overnight, some hours off will be required for Driver’s rest.

Main lines and school bus routes will take priority during work weekdays. School bus routes will be checked daily not less than two (2) hours before the bus runs begin. Town Hall parking lot, Transfer Station and Fire Department will be plowed also.



All hills and turns will be sanded during the storm. The day after a snowstorm road widening, turn-arounds, cul-de-sacs and hydrant clearing will be addressed.

All culverts will be kept open and free of debris (i.e. leaves, snow and ice) during the year.

**ICE STORMS:**

All ice storms will be dealt with before, during, and after the storm in order to keep roads open and safe.

**DAMAGE TO MAILBOXES/PRIVATE PROPERTY:**

Mailboxes or other devices may be damaged by snowplowing operation due to poor visibility, the mailbox being buried in a snowbank, or the weight/volume of the snow being plowed. This damage is not deliberate and, in most cases, unavoidable.

The Town of Shelburne is not responsible for damage and does not repair, replace, or re-erect mailboxes that are located within the highway right-of-way. These devices are located within the highway limits and are the responsibility of the property owner.

The Town of Shelburne Highway Department will work with the mailbox owners to locate the box in the safest possible location and offer advice on its design to minimize potential damage.

**PRODUCT TYPES AND APPLICATIONS:**

The salt and sand mixture is one (1) part salt and five (5) parts sand which is screened to 3/8 of an inch.

ClearLane is used only on walkways and parking lots of the Town Hall, Transfer Station and Fire Department. It may be used on roadways as deemed necessary.

All hills and turns will be treated with the sand/salt mixture. Every effort will be made to do this in a timely manner to provide safe travel.

All Town dooryards will be treated with ClearLane enhanced de-icer with magnesium chloride. This is environmentally friendly in order to protect water wells.

Bridge decks normally freeze or glaze sooner than adjacent pavement sections especially in late fall and early winter. Special care and good judgment are required in the use of de-icing chemicals on all bridge decks.



# **BURNING AND PERMITS**

## **It's The Law - RSA 227-L:17(II)**

Anyone who wishes to burn clean, ordinary combustibles such as leaves, brush or untreated lumber, or have a camp or cooking fire, must have written permission from the landowner and a **FIRE PERMIT** from the forest fire warden, Bob Langlands, or local fire department. You must be at least 18 years of age to obtain a written fire permit.

Gas grills or charcoal fires in a container up and off the ground on your own property do not require a fire permit.

Public or privately-owned camp or picnic grounds must obtain an annual written fire permit from the town forest fire warden for use of outside fireplaces, camp or cooking fires used in the operation of the camp or picnic grounds. Such camp or cooking fires should:

1. be in an area cleaned to mineral soil at least 8 feet across;
2. have at least 6 inches of sand or gravel under the fire for any fire built on the ground;
3. have no limbs or other burnable material to a height of 10 feet above the fireplace area; and
4. be constructed so they cannot be moved from their mineral soil area.

## **What You Can Burn and When**

Only leaves, woody debris, brush less than 5 inches in diameter, untreated wood and dimension lumber can be burned. For any open burning, a written fire permit is required. Even with the permit, no open burning between the hours of 9:00 AM and 5:00 PM, unless it is raining.

When the ground where you are burning is completely covered with snow, no fire permit is required. However, be sure to check local ordinances that might restrict winter-time burning.

Air quality regulations restrict the type of material burned in the open. Stumps, painted or treated lumber, tires, tubes, plastics, foam rubber and shingles are some of the prohibited materials (see Department of Environmental Services, Air Resources Division’s Open Burning Rules).

**A buried fire is NOT an extinguished fire!**

**What You Need To Know**

When you request a written fire permit you will need to know the following:

<p>What are you going to burn?</p> <p>Material must be clean ordinary combustibles. Brush cannot exceed 5 inches in diameter.</p>	<p>How much help will you have during the burn?</p> <p>Your fire must be attended at all times, or completely extinguished.</p>
<p>Where are you going to burn?</p> <p>How far from the nearest structure, trees and dead vegetation or overhead phone or power lines?</p> <p>Fires must be no closer than 50 feet from a structure, or 25 feet if in an approved incinerator.</p>	<p>Do you own the land where you plan to burn?</p> <p>If not, you MUST have written permission from the landowner.</p>
<p>When do you want to burn?</p> <p>Date, time of day, no burning 9:00 am to 5:00 pm unless it’s raining (permit needed even when raining).</p>	<p>Will you be able to extinguish your fire if someone complains?</p> <p>Air pollution officials could require a fire be put out if there are smoke complaints.</p>

What do you have for fire protection?

A hose, shovel or rake, and a bucket of water should be available at the fire. You are liable for the costs of extinguishing escaped fires.

Are there any tires or tubes in the material to be burned?

Tires, tubes, plastics, shingles, and foam rubber are just some of the prohibited materials.

### **Commercial Permits**

The Forest Ranger for your town/city and local Warden are needed to issue a commercial permit to burn when no other means of disposal of material is available, such as chipping, hauling to a landfill, or other methods of legal disposal.

The commercial permit is for contractors who use hired help for the burning of material between the hours of 9:00 AM and 5:00 PM and only needed when the ground is not covered with snow.

The permit will be required to have suppression equipment on site while the burning is being done and the fires will have to be totally extinguished or be constantly attended.



## RESTRICTED USE OF FIREWORKS



Permissible (consumer) fireworks shall only be used, possessed, and discharged during the following times without a permit:

- Memorial Day - from 5 PM to 10 PM
- July 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> - from 5 PM to 10 PM
- Labor Day - from 5 PM to 10 PM
- Christmas Eve - from 5 PM to 10 PM
- Christmas Day - from 5 PM to 10 PM
- New Year's Eve – from 5 PM to 12:30 AM

Fireworks may be allowed for special occasions, if a permit is applied for and received from the fire chief or his designee. Any person who violates this ordinance, in addition to and penalties prescribed in NH RSA 160-B and NH RSA 160-C shall be subject to a fine of \$50.00 for the first offense and \$100.00 for each subsequent offense, and confiscation of any fireworks in the person's possession. Any sworn law enforcement officer of the town, county or state, as well as the fire chief and his/her designee, shall be empowered to enforce this ordinance. All fines shall be paid to the Town of Shelburne and deposited into the Town's general fund.

# NOTES

**SHELBURNE TOWN MEETING**

**TUESDAY, MARCH 10<sup>TH</sup> -- 7:00 PM  
SHELBURNE TOWN HALL**

**GRS  
COOPERATIVE SCHOOL DISTRICT  
MEETING**

**THURSDAY, MARCH 5<sup>TH</sup> -- 7:00 PM  
GORHAM ALUMNI GYMNASIUM**

**DIAL 911 FOR ALL EMERGENCIES**

**FOR 911 TO BE EFFECTIVE, EVERYONE  
NEEDS TO MAKE SURE THEIR ADDRESS  
IS VISIBLE.**

**PLACE YOUR HOUSE NUMBER ON YOUR  
MAILBOX OR DRIVEWAY ENTRANCE.**

**REMEMBER, IN AN EMERGENCY  
MINUTES COUNT!!**



