



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

FOR THE YEAR ENDING DECEMBER 31, 2020

# TOWN OF SHELBURNE OFFICERS 2020-2021

## SELECT PERSONS

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

## ADMINISTRATIVE ASSISTANT

Noelle Meer	466-2262
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## CONSULTANT

Jo Carpenter	466-2262
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## BUILDING INSPECTOR

Jeff Willey	466-2262
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## TOWN CLERK/TAX COLLECTOR

Amy Kuzma	466-2262
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## TREASURER

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	Cell	723-7910
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## EMERGENCY MANAGEMENT

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

Jo Carpenter	466-3840
David Backler, Superintendent	466-3632

## TOWN OFFICE

466-2262
Fax 466-5271

E-mail - [townofshelburnenh@gmail.com](mailto:townofshelburnenh@gmail.com)

Website - [www.townofshelburnenh.com](http://www.townofshelburnenh.com)

## FIRE STATION

466-3465

## HIGHWAY OFFICE/TRANSFER STATION

466-2957

## EMERGENCY - FIRE, POLICE, AMBULANCE

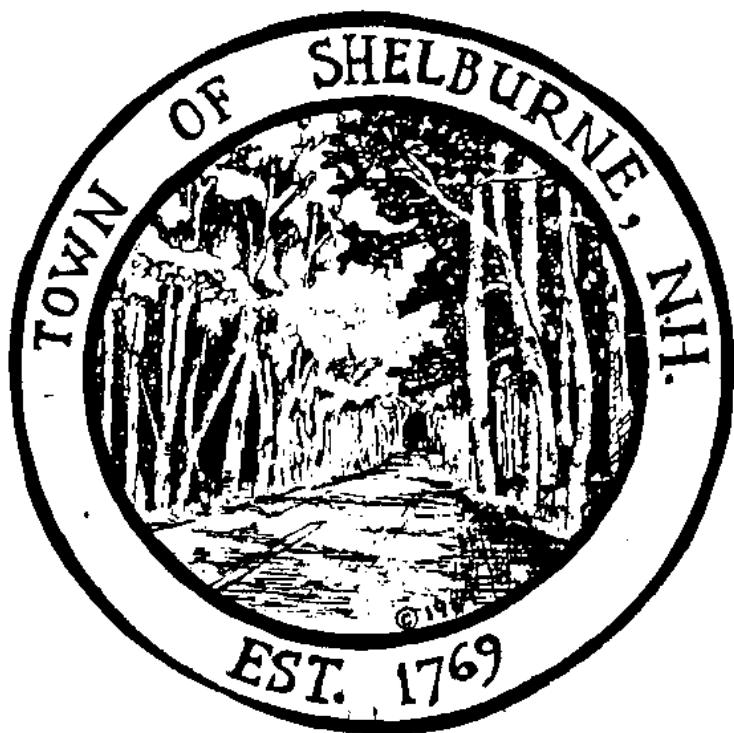
911

*Front Cover Photograph by Ginger Lawson*

*Rear Cover Photograph by Rav Bennett*

ANNUAL REPORT  
OF THE TOWN OF  
**SHELBURNE, NEW  
HAMPSHIRE**

FOR THE YEAR ENDING  
DECEMBER 31, 2020



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## **DEDICATION**

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

### **Lorraine Micucci**



Lorraine Micucci, 93, passed away peacefully on July 10, 2020 while comforted by her family. Born in Berlin on March 6, 1927, Lorraine's true joy was her family. She so enjoyed gatherings and visits from her six children, eleven grandchildren and soon to be fifteen great grandchildren. Her other love was sitting on her deck and tending to her flower gardens. Anyone who knew Lorraine would attest that she was one of the sweetest people they knew. She will be greatly missed. Lorraine is survived by her loving children, grandchildren, and great grandchildren. Lorraine was pre-deceased by her husband of over 60 years, Anthony "Tony" Micucci and her parents. She was an only child.

### **Eleanor Russell**



Eleanor McKillop Russell, 81, died on December 4, 2020 after a long illness. She was born in Massena, NY and graduated from New York University at Potsdam. She taught English as a Second Language in Berlin and Art at Ed Fenn in Gorham. Moving to Connecticut, she found her occupational love becoming a craft maker and started her business of over 18 years, The Christmas Corner. She created miniatures and crafts for major juried shows. In 2000, El retired to Shelburne where she was active in the Shelburne Neighbors Club, scrapbooking, and card making. Eleanor is survived by her husband, The Rev. John K. Russell of 60 years, their daughter, their son, and four grandchildren.

## **Phyllis M. Sears**



Phyllis M. Sears, 97, passed away on December 21, 2020 at the St. Vincent de Paul Rehab and Nursing Center. She was born in Westfield, MA on April 14, 1923 the daughter of John D. and Mary (McCracken) Watson and lived most of her life in Western Massachusetts. She moved to the Whitney Farm in Shelburne in 1984 after her husband, Ken, retired. She was a Life Member of the AMC and was a member of Holy Family Church. Family includes her grandchildren, two great grandchildren, nephews, and many friends. She was

predeceased by her husband William Kenneth Sears, a daughter, her sister, and her best friend.

## **Guy E. “Chuck” Wood, III**



Guy E. “Chuck” Wood, III, 72, passed away on September 3, 2020 after an accident at his home in Daytona Beach, FL. He was born in Brockton, MA on August 9, 1948 the son of the late Guy E. Wood, Jr., and Jean P. (Harkins) Wood and grew up in Randolph, MA. He spent summers camping in Shelburne, where he met his wife, Elaine. Guy was an US Army Veteran of the Vietnam War. A printer by trade, he worked at Currier Graphics and later at the Dupont-Holmes #82. He had also worked for the Local #4 out of Boston,

MA and retired in 2009. Guy was a member of the Dupont-Holmes Post #82 American Legion, was a life member of the VFW Post #2520 and was a member of the F.O.E. in Berlin and later transferred his membership to Daytona Beach, FL. He loved his family and was very proud of his children and grandchildren, his little people. Family includes his wife Elaine J. (Meyers) Wood, his children, his grandchildren, his sisters, nieces, nephews, and cousins.

# TOWN OFFICERS 2020 - 2021

## **SELECTPERSONS**

Stanley Judge	Term expires 2021
Lucy Evans	Term expires 2022
Heidi Behling	Term expires 2023

## **TREASURER**

David M. Landry	Term expires 2021
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## **DEPUTY TREASURER**

Vacant	Term expires 2021
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## **TAX COLLECTOR**

Amy Kuzma	Term expires 2021
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## **DEPUTY TAX COLLECTOR**

Kimberly Landry	Term expires 2021
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## **TOWN CLERK**

Amy Kuzma	Term expires 2021
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## **DEPUTY TOWN CLERK**

Jo Carpenter	Term expires 2021
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## **AUDITOR**

Joyce Carlisle	Term expires 2021
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## **MODERATOR**

John Henne	Term expires 2022
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## **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 (*Retired*)  
Jeff Willey

## **FAST SQUAD**

Patrick Galligan

**HEALTH AND WELFARE**

Lucy Evans

**FIRE WARDEN**

Bob Langlands

**SUPERVISORS OF THE CHECKLIST**

Robin Henne

Term expires 2022

Ann Judge

Term expires 2024

Constance Landry

Term expires 2026

**BALLOT CLERKS**

Hildreth Danforth

Raymond Danforth

**BUDGET COMMITTEE**

Stanley Judge

Term expires 2021

David L. Landry

Term expires 2021

Michael Brosnan

Term expires 2021

David M. Landry

Term expires 2022

Francis Chamberlain

Term expires 2023

**PLANNING BOARD**

Heidi Behling

Term expires 2021

Francis Chamberlain

Term expires 2021

John Carpenter

Term expires 2021

Timothy Buxton

Term expires 2021

George Brown (Alternate)

Term expires 2021

David L. Landry

Term expires 2022

Alternate (VACANT)

Term expires 2022

**BOARD OF ADJUSTMENT**

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

Raymond Danforth

Term expires 2023

Michael Prange

Term expires 2023

**MEMORIAL FOREST**

Peter Behling

Term expires 2021

Joselyn Labonville

Term expires 2023

VACANT

Term expires 2022

**CEMETERY TRUSTEES**

Ann Leger

Term expires 2021

Dan Levin

Term expires 2022

William Healy

Term expires 2023

### **TRUSTEES OF TRUST FUNDS**

Lucie Kinney	Term expires 2021
Lucinda Bragg	Term expires 2022
VACANT	Term expires 2023

### **CONSERVATION COMMISSION**

David Carlisle	Term expires 2021
Stanley Judge	Term expires 2021
Larry Ely	Term expires 2022
Heidi Wight	Term expires 2022
Katie Stuart	Term expires 2023
Joan Chamberlain	Term expires 2023
Cynthia Desmond	Term expires 2023

### **PARK COMMISSION**

VACANT	Term expires 2021
Marc Van Sant	Term expires 2021
Ken Simonoko	Term expires 2022
VACANT	Term expires 2022
VACANT	Term expires 2023

### **LANDFILL COMMITTEE**

Heidi Behling	Term expires 2021
Raymond Danforth	Term expires 2021
Ken Simonoko	Term expires 2022
Zack Wight	Term expires 2024

### **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 2021
VACANT	Term expires 2022
Melanie Devoid	Term expires 2023

### **ENERGY AND TECHNOLOGY 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**

Joseph R. Biden, Jr.

**VICE PRESIDENT OF THE UNITED STATES**

Kamala Harris

**U.S. SENATORS**

Margaret W. Hassan

Jeanne Shaheen

**U.S. CONGRESS**

Ann McLane Kuster

Chris Pappas

**GOVERNOR OF NEW HAMPSHIRE**

Christopher T. Sununu

**EXECUTIVE COUNCIL**

Joseph D. Kenney

**STATE SENATOR (District 1)**

Erin Hennessey

**STATE REPRESENTATIVE (District 6)**

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 Paula Simonoko** for continuing to keep the Highway Office feeling like home and for making the town beautiful by maintaining the Memorial Forest flowers, Meadow Road median flowers, and the large planters in the park.

**To Zack Wight and Ken Simonoko** for taking special care of the flags outside of the town hall and in the Memorial Forest.

**To Sarah Wight, Luke Wight, and Ken Simonoko** for volunteering on Saturdays to help make the weekly trip to the Transfer Station quick, efficient, and organized.

**To Rav Bennett** for more than 20 years of service to the town as the Building Inspector. Best of luck in your retirement!

**To Richard Carrier** for the very generous donation of the funds to purchase the Tanker Fire Truck.

**To the Fire Apparatus Acquisition Committee** for all of their time and hard work researching and finding the best fire truck for the Town.

**To the Energy & Technology Committee** for their tireless work on finding endless ways to help the Town become more energy efficient.

**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 is such a special place to live.

**Town Meeting Minutes**  
**March 10, 2020**

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 Annual Town Meeting was held as follows:

The Annual Town Meeting of the Town of Shelburne, New Hampshire, was held at the Shelburne Town Hall, on **Tuesday, March 10, 2020, at 7 PM**, and the following subjects were acted upon:

**Article 1: CHOOSE all necessary Town Officers.**

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

**Article 2: To HEAR such reports of Town Officers.**

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 Connie Landry and seconded by Sally Baldwin.)*

**Article 3: General Operating Budget**

To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$472,929 for General Municipal Operation. *(This article does not include appropriations contained in special or individual articles addressed separately.)*

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

*(Motion to approve made by Hildy Danforth and seconded by George Corriveau. No discussion. Passed unanimously.)*

**Article 4: Explore Solar Power for Town Hall**

The Town voted 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.

*(Motion to approve made by George Corriveau and seconded by Katie Stuart. There was discussion. Ballot vote was 47 YES and 3 NO. Article passed)*

**Article 5: Reorganize Planning Committee**

The Town voted to approve the reorganization of the membership of the Planning Board from seven (7) members to five (5) members with two (2) alternates. *(Motion to approve made by Fran Chamberlain and seconded by John Carpenter.)*

**Article 6: Cost of Training for Town Clerk**

The Town voted 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) *(Motion to approve made by Stan Judge and seconded by Fran Chamberlain.)*

**Article 7: Maintenance of Cemeteries**

The Town voted 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) *(Motion to approve made by Val Dube and seconded by Connie Landry.)*

**Article 8: Purchase of Small Bailer**

The Town voted to raise and appropriate \$10,000 for the purchase of a small bailer, with said funds to come from the 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. *(Motion to approve made by Heidi Behling and seconded by Katie Stuart.)*

**Article 9: Establish of Expendable Fund**

The Town voted 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.

*(Motion to approve made by Tim Buxton and seconded by Ray Danforth.)*

**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. (12/31/2019 Balance - \$3,425.01)

*(Motion to approve made by Stan Judge and seconded by Dave Carlisle.)*

**Article 11: Appropriate Funds to CRF**

The Town voted 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)

*(Motion to approve made by Joyce Carlisle and seconded by Heidi Behling.)*

**Article 12: Appropriate Funds to CRF**

The town voted to raise and appropriate \$50,500 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)

*(Motion to approve made by Connie Landry and seconded by George Corriveau. There was discussion. An amendment was made by Dave L. Landry to add \$25,000 to the original warrant amount of \$25,500 to equal \$50,500. This motion was seconded by Kevin Daniels, and the amendment passed.)*

**Article 13: Appropriate funds to CRF**

The Town voted 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)

*(Motion to approve made by George Corriveau and seconded by David L. Landry.)*

**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. (12/31/2019 Balance - \$36,429.74)

*(Motion to approve made by Heidi Behling and seconded by Val Dube.)*

**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. (12/31/2019 Balance \$12,644.16 - \$3518.32 = \$9,125.84)

*(Motion to approve made by Hildy Danforth and seconded by Connie Landry.)*

**Article 16: Appropriate funds to CRF**

The Town voted 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)

*(Motion to approve made by Tim Buxton and seconded by David L. Landry.)*

**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. (12/31/2019 Balance - \$3,762.38)

*(Motion to approve made by Fran Chamberlain and seconded by Joyce Carlisle.)*



**Article 18: Appropriate funds to CRF**

The Town voted 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)

*(Motion to approve made by Tim Hayes and seconded by Ray Danforth.)*

**Article 19: Appropriate funds to ETF**

The Town voted 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)

*(Motion to approve made by Fran Chamberlain and seconded by David L. Landry.)*

**Article 20: Appropriate funds to ETF**

The Town voted 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)

*(Motion to approve made by Stan Judge and seconded by Val Dube.)*

**Article 21: Appropriate funds to ETF**

The Town voted 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)

*(Motion to approve made by Heidi Behling and seconded by Kevin Daniels.)*

**Article 22: Appropriate funds to ETF**

The Town voted 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).

*(Motion to approve made by Heidi Behling and seconded by Kate Landry.)*

**Article 23: Appropriate funds to ETF**

The Town voted 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)

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

**Article 24: Appropriate funds to ETF**

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. (12/31/2019 Balance - \$2,018.19 + \$3,518.32 = \$5,536.51)

*(Motion to accept made by Kevin Daniels and seconded by George Corriveau.)*

**Article 25: Appropriate funds to ETF**

The Town voted 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)

*(Motion to accept made by Connie Landry and seconded by Joan Chamberlain.)*

**Article 26: Appropriate funds to ETF**

The Town voted 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)

*(Motion to accept made by Joyce Carlisle and seconded by Tim Buxton.)*

**Article 27: Appropriate funds to Family Resource Center**

The Town voted to raise and appropriate the sum of \$1,000 for the purpose of supporting the Family Resource Center in Gorham. *(By petition.)*

*(Motion to accept was made by Robin Henne and seconded by Ray Danforth.)*

**Article 28: Appropriate funds to Gorham Community Learning**

The Town voted to raise and appropriate the sum of \$2,500 for the purpose of supporting the Gorham Community Learning Center in Gorham. *(By petition.)*

*(Motion to accept made by Darlene Dube and seconded by Joyce Carlisle.)*

**Article 29: Disposal 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 accept made by Joyce Carlisle and seconded by Fran Chamberlain.)*

**Article 30: Transact any other Business**

Library Trustee, Connie Landry presented that Library Surveys were mailed out and of the few surveys returned the majority advised closing the Library as it sees very few visits. However, this is something that the Town needs to vote on so for the meantime the library will remain open for at least one more year and will be assessed again next year.

Jo Carpenter reminded everyone of the vacancies on town committees and if anyone is interested to please contact the Town Office.

Meeting recessed for ballot counting at 8:30 pm.

**ELECTION RESULTS:**

**Selectperson (3 yrs)**

Heidi Behling - 56 votes

Kevin Daniels (write-in)- 1 vote

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

Ray Danforth (write-in) - 1 vote

Greg Corrigan (write-in) - 1 vote

**Tax Collector (1 yr)**

Amy Kuzma – 58 votes

**Town Clerk (1 yr)**

Amy Kuzma – 60 votes

**Moderator**

John Henne – 62 votes

**Supervisor of the Checklist (6 yrs)**

Constance Landry – 62 votes

**Memorial Forest (3 yrs)**

Joselyn Labonville – 61 votes

**Memorial Forest (1 yr)**

Peter Behling (write-in) – 1 vote

**Treasurer (1 yr)**

David M. Landry – 62 votes

**Budget Committee (3 yrs)**

Fran Chamberlain – 60 votes

**Library Trustee (3 yrs)**

Melanie Devoid (write-in) – 29 votes

Sally Baldwin (write-in) – 1 vote

**Cemetery Committee (3 yrs)**

William Healy – 61 votes

Melanie Devoid (write-in) – 1 vote

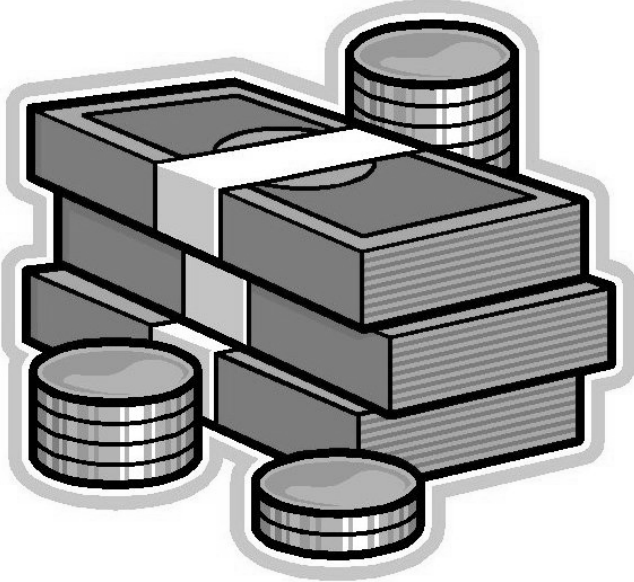
**Gorham Randolph Shelburne Cooperative School District:**

*No one ran, nor was anyone elected.*

**The meeting was recessed at 8:30 PM. Moderator, John Henne, then adjourned the meeting at 9:30 PM following the counting of the ballots.**

*Submitted by Amy Kuzma, Town Clerk*

# FINANCIAL REPORTS



# SUMMARY INVENTORY OF VALUATION MS-1 - SEPTEMBER 2020

## VALUE OF LAND

Current Use - 13,212.48 acres (48 owners, 74 parcels)	656,002
Discretionary Preservation Easement – 0.4 acres	75
Residential - 1,207.88 acres	14,509,400
Commercial/Industrial Land - 269.54 acres	1,423,800
<b>Total of Taxable Land – 14,690.30 acres</b>	<b>\$ 16,589,277</b>
<b>Exempt/Non-Taxable Land – 15,642.76 ac.</b>	<b>\$ 9,029,100</b>

## VALUE OF BUILDINGS ONLY

Residential	24,420,696
Manufactured Housing	623,800
Commercial/Industrial	9,786,200
Discretionary Preservation Easements (6)	13,104
<b>Total</b>	<b>\$ 34,843,800</b>
<b>Exempt/Non-Taxable Buildings</b>	<b>\$ 758,900</b>

## ELECTRIC/GENERATING COMPANIES (Utilities)

Great Lakes Hydro America, LLC	4,764,200
PSNH DBA Eversource Energy	1,403,000
CRP NH Gorham, LLC	14,300
<b>Total</b>	<b>\$ 6,181,500</b>

## GAS, OIL & PIPELINE COMPANIES (Utilities)

Portland Pipeline	3,089,100
Portland Natural Gas	22,188,200
<b>Total</b>	<b>\$ 25,277,300</b>

## TOTAL VALUATION (before exemptions) **\$ 82,891,877**

Elderly Exemptions (3)	-90,000
Solar Energy Exemptions (11)	-108,600
<b>NET VALUATION</b>	<b>\$ 82,693,277</b>
<b>LESS UTILITIES</b>	<b>- \$ 31,458,800</b>

## NET VALUATION WITHOUT UTILITIES **\$ 51,234,477**

*Shelburne has 24 Veteran Tax Credits & three service- connected Total Disabilities.*

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 - 2020

## APPROPRIATIONS

### GENERAL GOVERNMENT

Executive	37,130
Election, Reg. & Vital Statistics	16,449
Financial Administration	32,099
Revaluation of Property	9,380
Legal Expense	6,000
Personnel Admin.	59,144
Planning & Zoning	3,500
General Government Buildings	49,139
Cemeteries	3,700
Insurance	16,194
Regional Association	564

### PUBLIC SAFETY

Police Dept.	0
Ambulance	31,080
Fire Dept.	39,500
Fire Warden	3,000
Building Inspection	2,320
Emergency Management	2,000
Dispatch Service	500

### HIGHWAY & STREETS

Highways	111,860
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### SANITATION

Solid Waste Disposal	41,550
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### HEALTH

Pest Control	200
Health Agencies	630

### WELFARE

Direct Assistance	5,000
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### CULTURE & RECREATION

Parks & Recreation	3,600
Library	0
Memorial Forest	500

**CONSERVATION**

Conservation Commission	1,250
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**DEBT SERVICE**

Principal - L.T. Bonds & Notes	0
Interest - Long term Bonds & Notes	0
Interest on Tax Anticipation Note	0

**CAPITAL OUTLAY – Equipment**

Baler	10,000
Solar Array	60,000

**CAPITAL OUTLAY - Other**

Family Resource Center	1,000
Gorham Community Learning Center	2,500

**OPERATING TRANSFERS OUT**

Cemetery Maintenance CR	1,800
Cemetery Equipment CR	500
Heavy Highway Equipment CR	25,000
Fire Truck CR	50,500
Fire Equipment CR	8,400
Paving CR	30,000
Revaluation CR	7,000
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	500
Town Vehicle Maintenance Expendable Trust	12,000
Police Services Expendable Trust	22,000
Sand/Gravel Expendable Trust	1,000
General Building Maintenance Expendable Trust	4,000
Library Technology Expendable Trust	0
New Employee Training Expendable Trust	0
Planning and Zoning expendable Trust	500
Landfill/Transfer Station Expendable Trust	8,000
Brook Maintenance Expendable Trust	0
Energy Expendable Trust	2,000

**TOTAL****\$ 727,489**

## **SOURCES OF REVENUE**

### **TAXES**

Land Use Change Tax	0
Yield Taxes	15,486
Payment in Lieu of Taxes	48,758
Interest and Penalties on Taxes	4,650
Excavation Tax	1

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

Business Licenses and Permits	255
Motor Vehicle Permit Fees	85,000
Building Permits	850
Other Permits, Licenses & Fees	700

### **FROM STATE**

Municipal Aid	3,345
Room & Meals	19,178
Highway Block Grant	13,036
Other - RR Tax	3,235

### **FROM FEDERAL GOVERNMENT**

FEMA	0
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### **CHARGES FOR SERVICES**

Landfill - PAYT Bags	8,000
Other Charges - Plowing, Burial Fees	2,600

### **MISCELLANEOUS REVENUES**

Sale of Municipal Property	0
Interest on Investments	1,000
Other - Dividends, Insurance Reimb, grant, etc.	12,300

### **INTERFUND OPERATING TRANSFERS IN**

Special Revenue Funds	10,000
Reserve Funds	2,000
Trust Funds	1,460

### **OTHER FINANCING SOURCES**

Proceeds from Long-term note	60,000
Taken from surplus to reduce taxes	20,000
Voted from surplus	7,300

**TOTAL** **\$ 319,153**

**TAX RATE COMPUTATION**

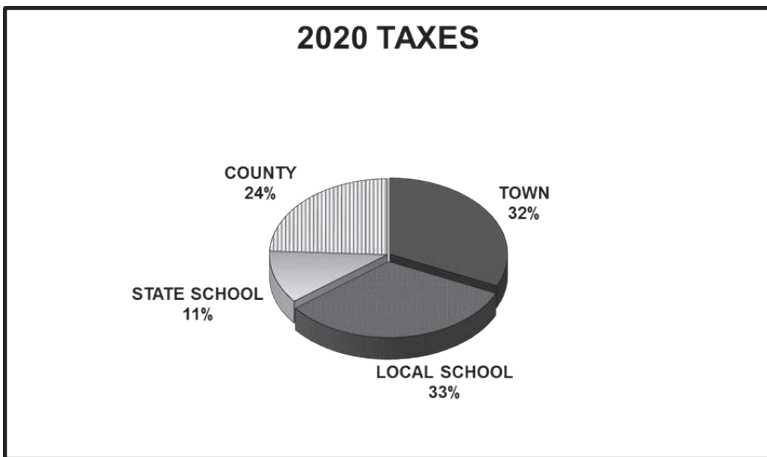
Total Town Appropriations	727,489
Less: Revenues	-319,153
Less: Shared Revenue	0
Add: Overlay	1,829
War Services Credits	54,500
<b>Net Town Appropriation</b>	<b>414,665</b>
<b>Net Local Regional School Tax Assessment</b>	<b>424,363</b>
<b>State Education Tax Assessment</b>	<b>90,741</b>
<b>Net County Tax Assessment</b>	<b>316,141</b>
<b>Total of Town, School &amp; County</b>	<b>\$1,245,910</b>
Less: War Service Credit	-4500

Property Taxes to be raised	\$1,241,410
Net Assessed Valuation	\$82,693,277
Assessed Valuation- no utilities	\$51,243,477

The tax rate breaks down as follows:

<b>Town:</b>	<b>\$ 5.02 per \$ 1,000</b>
<b>Local School:</b>	<b>\$ 5.13 per \$ 1,000</b>
<b>State School:</b>	<b>\$ 1.77 per \$ 1,000</b>
<b>County:</b>	<b>\$ 3.82 per \$ 1,000</b>
<b>TOTAL</b>	<b>\$15.74 per \$ 1,000</b>

*Note: Shelburne's equalized valuation ratio for 2020 was 102.8%.*



**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES**

Title of Appropriation	Amount of Appropriation	Expenditures	Unexpended Balances	Overdrafts
Executive	\$ 37,130.00	\$ 44,085.42	\$ 0.00	\$ 6,955.42
Elec. Reg. & V. Stat.	16,449.00	18,756.98	0.00	2,307.98
Financial Admin.	32,099.00	39,329.20	0.00	7,230.20
Legal Expense	6,000.00	4,280.00	1,720.00	0.00
Revaluation of Property	9,380.00	10,459.00	0.00	1,079.00
Employee Benefits	59,144.00	58,082.88	1,061.12	0.00
Planning & Zoning	3,500.00	2,422.78	1,077.22	0.00
General Government Buildings	49,139.00	47,595.36	1,543.64	0.00
Cemeteries	3,700.00	3,548.04	151.96	0.00
Insurance	16,194.00	16,193.57	0.43	0.00
Regional Association	564.00	563.97	0.03	0.00
Ambulance	31,080.00	31,080.00	0.00	0.00
Fire	39,500.00	48,167.62	0.00	8,667.62
Fire Warden	3,000.00	362.46	2,637.54	0.00
Building Inspection	2,320.00	1,352.50	967.50	0.00
Emergency Management	2,000.00	68.80	1,931.20	0.00
Dispatch	500.00	500.00	0.00	0.00
Highway	111,860.00	88,966.46	22,893.54	0.00
Solid Waste Disposal	41,550.00	26,093.35	15,456.65	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	486.00	4,514.00	0.00
Parks & Recreation	3,600.00	3,027.22	572.78	0.00
Library	0.00	0.00	0.00	0.00
Memorial Forest	500.00	410.04	89.96	0.00
Conservation Commission	1,250.00	1,250.00	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	0.00	0.00	0.00	0.00
Solar Project	60,000.00	33,840.00	26,160.00	0.00
Baler	10,000.00	7,600.00	2,400.00	0.00
Family Resource Center	1,000.00	1,000.00	0.00	0.00
Gorham Community Learning Ctr.	2,500.00	2,500.00	0.00	0.00
To Capital Reserve Funds	125,700.00	125,700.00	0.00	0.00
To Expendable Trust Fund	52,000.00	52,000.00	0.00	0.00
<b>TOTAL</b>	<b>727,489.00</b>	<b>670,100.65</b>	<b>83,628.57</b>	<b>26,240.22</b>

## **TOWN OFFICERS SALARIES**

<b><u>OFFICE</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>
Selectpersons (3)	\$1,600	\$1,600
Town Clerk	\$16.50/hr	\$17.00/17.50/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	\$500 + fees



## TOWN CLERK REPORT

Motor Vehicle Fees	85,021.00
Auto Titles	166.00
Auto Transfers	185.00
Credit	8.50
Town Clerk fees	1,208.00
Returned check fee & bank fees reimb.	45.00
Dog Licenses	498.00
Vital Statistics copies	230.00
Checklist copies	275.00
Election Grant	566.38
UCCs	345.00
<b>TOTAL</b>	<b>\$ 88,547.88</b>

Amy Kuzma, 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	431,000.00
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	37,500.00
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	121,000.00
<b>TOTAL</b>	<b>\$ 3,014,800.00</b>

# TAX COLLECTOR REPORT

## Summary of Tax Accounts

Fiscal Year Ended December 31, 2020

### DEBITS

#### UNCOLLECTED AT THE BEGINNING OF THE YEAR

	2020	2019	2018+
Property Taxes:		30,119.21	0.00
Excavation Tax:		0.00	0.00
Land Use Change		0.00	0.00
Yield		0.00	0.00
Prior Years' Credit	(248.06)		
This Year New Credits			

#### TAXES COMMITTED DURING THIS FISCAL YEAR

Property Taxes:	1,241,475.00	0.00
L U Change Tax	0.00	0.00
Yield Taxes:	15,485.98	0.00
Excavation Tax:	0.00	0.00

#### OVERPAYMENT REFUNDS

Property Taxes	1,530.00	0.00	0.00
Interest -Delinquent Tax	207.59	1,404.75	0.00

**TOTAL DEBITS: \$ 1,258,450.51      31,523.96      0.00**

### CREDITS

#### REMITTED TO TREASURER DURING THIS FISCAL YEAR

	2020	2019	2018
Property Taxes	1,221,237.25	20,013.01	0.00
LU Change	0.00	0.00	0.00
Yield Taxes:	15,485.98	0.00	0.00
Interest	207.59	1,124.75	0.00
Penalties	0.00	280.00	0.00
Excavation Tax:	0.00	0.00	0.00
Conversion to Lien:	0.00	10,087.00	0.00

#### ABATEMENTS MADE DURING THIS FISCAL YEAR

Property Taxes:	38.84	19.20	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:	21,775.00	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	(294.15)	0.00	0.00
<b>TOTAL CREDITS: \$1,258,450.51      31,523.96      0.00</b>			

## LIEN SUMMARY

### **SUMMARY OF DEBITS**

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

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Unredeemed:	0.00	0.00	12,348.00	6,020.31
Liens Executed:	0.00	10,861.73	0.00	0.00
Interests & Costs Collected:	0.00	283.17	2,046.39	716.75
<b>TOTAL LIEN DEBITS:</b>	<b>0.00</b>	<b>11,144.90</b>	<b>14,394.39</b>	<b>6,737.26</b>

### **SUMMARY OF CREDITS**

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

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Redemptions:	0.00	6,168.81	7,598.06	5,093.67
Interest./Costs:	0.00	283.17	2,046.39	716.75
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	4,692.92	4,749.94	926.84
<b>TOTAL LIEN CREDITS:</b>	<b>0.00</b>	<b>11,144.90</b>	<b>14,394.39</b>	<b>6,737.26</b>

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 15th.

A special thank you to our Deputy Tax Collector, Kimberly Landry, for her patience while walking me through the tax collection processes!

Amy Kuzma, Tax Collector

# TREASURER'S REPORT

## Checking Account

<b>Opening Balance 1/1/20</b>	<b>\$149,586.08</b>
Revenues	1,557,936.01
Transfers from other accounts	317,600.00
Expenditures	(1,394,067.76)
Transfers to other accounts	(338,958.00)
<b>Balance 12/31/20</b>	<b>\$292,096.33</b>

## Conservation Commission Savings Account

<b>Opening Balance 1/1/20</b>	<b>\$ 6,467.28</b>
Interest Earned	2.71
Transfer from other accounts	675.00
<b>Balance 12/31/20</b>	<b>\$ 7,144.99</b>

*Acct's Receivable - \$249.20*

## NH Public Deposit Investment Pool

<b>Opening Balance 1/1/20</b>	<b>\$176,282.38</b>
Transfer from other accounts	404,591.31
Interest Earned	884.04
Transfer to CRF/ETF	(177,700.00)
Transfer to Checking Account	(310,000.00)
<b>Balance 12/31/20</b>	<b>\$94,057.73</b>

## Land Use Change Account

<b>Opening Balance 1/1/20</b>	<b>\$179.95</b>
Revenues	0.00
Interest Earned	0.08
Transfers to other accounts	(0.00)
<b>Balance 12/31/20</b>	<b>\$ 180.03</b>

## Landfill Fees Account

<b>Opening Balance 1/1/20</b>	<b>\$11,210.80</b>
Revenues	0.00
Transfer from other accounts	3,283.00
Interest Earned	4.65
Transfer to other accounts	(7,600.00)
<b>Balance 12/31/20</b>	<b>\$6,898.45</b>

## Town Forest Account

<b>Opening Balance 1/1/20</b>	<b>\$2,196.46</b>
Interest earned	0.92
<b>Balance 12/31/20</b>	<b>\$ 2,197.38</b>

**Total all funds on-hand** **\$ 402,574.91**  
**December 31, 2020**

David M. Landry, Treasurer

## SUMMARY OF REVENUE

Revenue from Tax Collector	1,289,060.49
Revenue from Town Clerk	88,547.88
From State and Federal Government	87,551.79
From Local Sources	23,867.00
Long-term Note Proceeds	31,000.00
Miscellaneous	39,090.97
From CR & Trusts	69,591.31
<b>TOTAL REVENUES</b>	<b>\$ 1,628,709.44</b>

## SUMMARY OF EXPENDITURES

General Government	242,532.03
Public Safety	81,398.57
Highway Department	88,845.18
Solid Waste Disposal	24,890.45
Health/Welfare	865.00
Culture & Recreation	3,437.26
Conservation Commission	325.80
Debt Service	0.00
Payment to Capital Reserve	125,700.00
Payment to Expendable Trust	52,000.00
County Budget	316,141.00
School District	485,820.00
Tax Lien	10,861.73
Encumbered Money	1,905.34
Solar Project	33,840.00
Baler	7,600.00
Family Resource Center	1,000.00
Gorham Community Learning Center	2,500.00
Miscellaneous	92,105.40
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,571,767.76</b>

## BALANCE SHEET - DECEMBER 31, 2020

		ASSETS	
<b>CASH</b>			
General Fund			292,096.33
Invest. Pool			94,057.73
<b>CAPITAL RESERVE FUNDS</b>			
H Highway	170,087.26		
Paving	38,866.68		
Revaluation	19,460.94		
Cemetery Maint.	9,967.23		
Peabody Museum	9,689.58		
Cemetery Equip	4,286.13		
Town Building & Renov.	5,447.16		
Fire Equip	9,336.30		
Fire Truck	<u>143,863.21</u>		411,004.49
<b>TRUST FUNDS</b>			
Cemetery	19,951.61		
Library	2,758.00		
Wheeler Cemetery	1,561.23		
Forest Fire/Fire Mutual Aid	7,564.84		
HH Hazardous Waste	1,856.96		
Vehicle Maintenance	12,342.11		
Sand/Gravel	1,233.74		
Buildings Maint.	8,994.44		
Police Services	5,244.53		
New Employee	7.04		
Brook Maintenance	6,077.49		
Landfill/Transfer Station	13,037.32		
Planning & Zoning	1,006.48		
Library Tech	<u>956.82</u>		84,592.61
<b>OTHER ACCOUNTS</b>			
Library			
Checking	173.17		
Savings	2,554.38		
Cons. Commission	7,144.99		
Land Use Change	180.03		
Town Forest	2,197.38		
Landfill Fees	<u>6,898.45</u>		19,148.40
<b>ACCOUNTS RECEIVABLE</b>			
Cem. Perpetual Care	120.94		
Tax Collector			
Uncollected taxes			
Property - 2020	21,480.85		
Tax Liens	<u>10,369.70</u>		31,971.49
<b>TOWN PROPERTY</b>			
Land & Buildings	1,791,300.00		
Equipment	1,213,500.00		
Inv. & Supplies	<u>10,000.00</u>		3,014,800.00
<b>TOTAL ASSETS</b>			<b><u>\$3,947,671.05</u></b>

## BALANCE SHEET - DECEMBER 31, 2020

### LIABILITIES & NET WORTH

**ACCOUNTS PAYABLE**

School District	160,104.00
AVRRDD Mt. Carberry Ldfill	917.90
North Conway Incinerator	285.00
Eversource	21.05
Eversource	323.12
Waystack Frizzell	750.00
O'Reilly Auto Parts	107.81
Airgas	121.28
Gorham Hardware	25.00
Adams Electric	1,670.00
Treas. State of NH	<u>21.00</u>

**164,346.16**

**OVERLAY**

**24,210.09**

**MONIES ENCUMBERED FOR DEPARTMENTS**

Motor Vehicle Credits	<b>6.50</b>
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**CAPITAL RESERVE FUNDS**

H Highway	170,087.26
Paving	38,866.68
Revaluation	19,460.94
Cem. Maint.	9,967.23
Peabody Farm	9,689.58
Cem. Equip.	4,286.13
Town Bldg & Renov	5,447.16
Fire Equip	9,336.30
Fire Truck	<u>143,863.21</u>

**411,004.49**

**TRUST FUNDS**

Cemetery	19,951.61
Wheeler Cemetery	1,561.23
Library	2,758.00
Forest Fire/Fire Mutual Aid	7,564.84
HH Waste	1,856.96
Vehicle Maint.	12,342.11
Sand/Gravel	1,233.74
Bldg Maint.	8,994.44
Polices Services	5,244.53
New Employee	7.04
Brook Maintenance	6,077.46
Landfill/Transfer Station	13,037.32
Planning & Zoning	1,006.48
Energy	2,000.00
Library Tech	<u>956.82</u>

**84,592.61**

**REVOLVING FUNDS**

Library	2,727.55
Conservation Comm.	7,144.99
Land Use Change	180.03
Town Forest	2,197.38
Landfill Fees	<u>6,898.45</u>

**19,148.40**

**NET WORTH**

**3,014,800.00**

**SURPLUS**

**229,562.80**

**TOTAL LIABILITIES & NET WORTH**

**\$3,947,671.05**

# DETAILED STATEMENT OF REVENUES

## TAX COLLECTOR

Property Taxes	1,239,674.17
Property Taxes – overpayments	44.15
Property Taxes – pre-payments	250.00
Interest - property taxes	1,686.39
Excavation Tax	0.00
Yield Taxes	15,485.98
Land Use Change Tax	0.00
Interest – Land Use Change	0.00
Interest – Yield Tax	0.00
Tax Sale Redemption	18,860.54
Conversion to lien	10,087.00
Interest - tax lien	<u>2,972.26</u>
	<b>\$ 1,289,060.49</b>

## TOWN CLERK

Motor Vehicle Registration	85,021.00
Credit	8.50
Motor Vehicle Titles	166.00
Motor Vehicle Transfers	185.00
Motor Vehicle – Clerk Fees	1,208.00
Checklist copies	275.00
Birth Certificates	45.00
Dog Licenses	484.00
Dog Fines	14.00
Vital Statistics	85.00
Marriage License	100.00
Returned Check Fee	45.00
Election Grant	566.38
UCC'S	<u>345.00</u>
	<b>\$ 88,547.88</b>

## STATE OF NH & FEDERAL GOVERNMENT

NH Highway Block Grant	13,034.95
Meals & Room Tax	19,178.43
Railroad Tax	3,235.15
Municipal Aid	3,345.26
Fed Forest	<u>48,758.00</u>
	<b>\$ 87,551.79</b>



**FEES AND PERMITS**

Building Permits	957.50
Pistol Permits	70.00
Planning Board	<u>150.00</u>
	<b>\$ 1,177.50</b>

**CHARGE FOR SERVICES**

Snow Plowing & Sanding	1,250.00
Burial Fees	<u>1,400.00</u>
	<b>\$ 2,650.00</b>

**INCOME FROM DEPARTMENTS**

Garbage Bags	9,010.50
Transfer Station Fees - <i>(transfer to Ldfill Fees Acct)</i>	<u>3,283.00</u>
	<b>\$ 12,293.50</b>

**INTEREST**

All Accounts	<b>\$ 905.89</b>
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**MISCELLANEOUS**

Copy Fees	37.00
Sale of cemetery lots	3,800.00
Sale of Municipal property - <i>(two fire trucks)</i>	3,800.00
250 <sup>th</sup> Celebration	55.00
Donation for Tanker	26,000.00
Donation for Memorial Forest Flowers – <i>Micucci</i>	300.00
PBD/ZBA costs reimbursed	702.40
Employee reimbursements	124.00
COVID Stipend – <i>Fire Fighters</i>	7,042.93
Forrest Fire Reimbursement - <i>(due from 2019)</i>	941.35
Solar Rebate from PUC	3,074.40
Refunds	4.00
Donations for Town Hall Use - <i>(\$25.00 due from 2019)</i>	<u>50.00</u>
	<b>\$ 45,931.08</b>

**INTERFUND OPERATING TRANSFERS IN**

Withdrawn from Trust funds*	30,070.83
Withdrawn from Capital Reserve Funds*	<u>39,520.48</u>
	<b>\$ 69,591.31</b>

*Accts Receivable \$100.00*

*\*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>\$ 31,000.00</b>
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<b>TOTAL RECEIPTS ALL SOURCES</b>	<b><u>\$ 1,628,709.44</u></b>
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# DETAILED SCHEDULE OF EXPENDITURES

## GENERAL GOVERNMENT

### EXECUTIVE - 4130

#### Ads

The Conway Daily Sun 318.00

#### Dues & Publications

NE Resource Recovery Association 100.00

NH Municipal Association 1,082.00

NH Association of Assessing Officials 20.00

NH Municipal Manager Association 50.00

Clean Energy NH 250.00

Berlin Daily Sun 39.99

Lexis Nexus Matthew Bender Co., Inc. 627.84

2,169.83

#### Mileage

46.00

#### Postage

680.60

#### Repairs

W.B. Mason - copier contract 325.00

#### Salaries

Selectmen, Moderator, Adm. Assistants 31,723.74

#### Supplies

Staples 468.87

WIX.com - website host 228.85

HP Ink 73.88

Zoom 124.99

Go to Meeting 219.15

Microsoft Office - yearly subscription 69.99

Secured Network Services 4,789.15

Seventh Street Graphics - envelopes 64.00

Gorham House Flowers 81.00

Coos County Registry of Deeds 13.05

Ken Simonoko - reimb. sign 4.89

Northway Bank - safety deposit box rental 70.00

McAfee 199.98

6,407.80

#### Miscellaneous

Avitar Associates - tax maps 797.00

Minuteman Press - town report 667.45

North Country Elderly Programs 400.00

Service Link 550.00

2,414.45

**TOTAL**

**\$ 44,085.42**

## **ELECTION, REGISTRATION & VITAL STATS - 4140**

### Ads

The Conway Daily Sun 804.00

### Conferences & Meetings

0.00

### Dues & Publications

NH City & Town Clerks' Association 20.00

### Remit Dog License Fees to State

Treasurer - State of NH 135.00

### Mileage

Amy Kuzma 132.25

### Postage

188.70

### Salaries

Wages - town clerk/deputy, election officials 11,181.06

### Supplies

Mr. Pizza - election meal 224.08

Staples 215.74

Saladino's - election meal 279.50

John Henne - reimb. election supplies 90.49

Secured Network Services 4,069.60

IDS - dog tags 89.56

4,968.97

### Vital Records Fees

State of NH 67.00

### Other

Avitar, software support 1,239.00

## **TOTAL**

**\$ 18,735.98**

*Accts Payable of \$21.00*

## **FINANCIAL ADMINISTRATION - 4150**

### Ads

The Conway Daily Sun 72.00

### Conferences & Meetings

Tax Collector's Conferences 0.00

### Deeds

Registry of Deeds - record tax liens & tax redemp. 201.10

### Dues & Publications

NH Tax Collector's Association. 40.00

NH GFOA - Jo, Dave, & Noelle 105.00

145.00

### Forester

Haven Neal Forestry Services 225.00

<u>Postage</u>	787.85
<u>Salaries</u>	
Wages - Tax Coll/Dep, Adm Assts. Treas./Dep, Auditor, Trustees of Trust Funds	27,971.34
<u>Software Support</u>	
Avitar Associates, Assessing & Tax Collect	2,543.00
<u>Supplies</u>	
Intuit - payroll service	650.00
Intuit - annual QuickBooks update	299.95
Intuit - checks & envelopes	554.34
Staples	222.98
HR Direct - labor posters	159.98
NH Poster Compliance - labor posters	79.94
Deluxe Business Forms - deposit slips	101.93
Secured Network Services	5,251.50
Avitar - tax bills	<u>63.29</u>
	7,383.91
<b>TOTAL</b>	<b>\$ 39,329.20</b>

### **REVALUATION OF PROPERTY - 4152**

Avitar - contract	8,580.00
Avitar - postage	79.00
G. Roberge - utilities	<u>1,800.00</u>
<b>TOTAL</b>	<b>\$ 10,459.00</b>

### **LEGAL EXPENSES - 4153**

Waystack Frizzell	3,530.00
<b>TOTAL</b>	<b>\$ 3,530.00</b>
Accts Payable - \$750.00	

### **PERSONNEL ADMINISTRATION - 4155**

Social Security & Medicare - town's share	16,447.52
NH Unemployment Comp.	500.00
LGC HealthTrust - Dental	1,770.07
LGC HealthTrust - Health	27,883.95
LGC HealthTrust - S.T. Disability	325.25
LGC HealthTrust - L.T. Disability	618.54
NH Retirement System	10,505.05
AVH - drug testing & consortium fees	<u>32.50</u>
<b>TOTAL</b>	<b>\$ 58,082.88</b>

## **PLANNING & ZONING - 4191**

### Ads

The Conway Daily Sun 480.00

### Conferences

Land Use Conference 70.00

### Dues & Publications

NH DOT Road Standards 30.00

### Postage

Postmaster, Gorham, NH 222.40

### Salaries

Wages – Admin. Assists 1,620.38

## **TOTAL**

**\$ 2,422.78**

## **GENERAL GOVERNMENT BUILDINGS - 4194**

### Salaries

Wages – Janitor & Public Works 22,223.62

### Supplies

Jo Carpenter - reimb. wreath 45.00

Impact Fire - test & replace fire extinguishers 157.50

Ken Simonoko - reimb. expense - supplies 181.65

Gorham Hardware - keys & various supplies 162.70

Walmart - various supplies 196.95

Rockingham Electric Supply 28.70

Color Works 378.62

Michael Prange - reimb. expense 44.99

Emedco - exit signs 181.84

Noelle Meer - reimb. supplies 74.21

White Mountain Lumber 176.62

Lawson Products 335.14

Uline - first aid kit 222.08

Michelle Berwick - reimb. cleaning supplies 42.30

Staples - cleaning supplies 152.44

Sanel Napa - paint 44.93

H2O Distributors - UV light bulb 119.00

2,544.67

### Repairs

Darryl Bennett Plumb & Heating 256.05

Irving Energy - 3 service contracts 980.80

Irving Energy – clean furnace & repairs 18.84

1,255.69

### Utilities & Fuel

Eversource - electric bills 4,839.58

Irving Energy – propane 4,003.12

Irving Energy – heating oil	2,461.53
Consolidated Communications	259.51
Time Warner Cable - internet & TV	2,349.66
Time Warner Cable - telephone	<u>2,602.00</u>
	16,515.40

Other

Spill Prevention Training	1,191.82
Northern Tool – portable generator	<u>1,849.99</u>
	3,041.81

**TOTAL** **\$ 45,581.19**

*Accts payable of \$2,014.17*

**CEMETERIES – 4195**

Fuel

NH DOT	45.00
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Salaries

Wages	3,406.07
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Supplies

Ken Simonoko - reimb. supplies grass seed	96.97
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**TOTAL** **\$ 3,548.04**

**INSURANCE - 4196**

Primex - Workers Compensation	4,712.57
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Primex - Property and Liability	<u>11,481.00</u>
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**TOTAL** **\$ 16,193.57**

**REGIONAL ASSOCIATION - 4197**

North Country Council - dues	<u>563.97</u>
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**TOTAL** **\$ 563.97**

**TOTAL GENERAL GOVERNMENT** **\$ 242,532.03**

***PUBLIC SAFETY***

**POLICE – 4210** *See Police Service Exp. TR* **0.00**

**AMBULANCE - 4215**

Town of Gorham - 4/1/20 to 3/31/21	<b>\$ 31,080.00</b>
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## **FIRE DEPARTMENT - 4220**

### Dues & Publications

NH State Firemen's Assn. - dues 616.00

### Equipment Testing

East Coast Service Center 1,380.00

### Fuel

Irving Energy - diesel 925.73

Treasurer, State of NH - gas 224.28

1,150.01

### Mileage

Art Marchand 69.00

Allen Demers 105.80

Randy Davis 499.68

674.48

### Mutual Aid

Northern NH Mutual Aid - Dues 250.00

### Salaries

Fires 385.20

Training - Local 12,072.39

Accidents 1,049.75

Ambulance Calls 82.20

Repair 884.80

Clerical 2,049.21

Officers' Meetings 6,516.64

Mutual Aid 1,190.18

Rescues 187.88

Stipends - Chief & Asst. Chief 3,500.00

COVID Stipend (*reimbursed by State*) 7,042.93

Other 2,692.02

37,653.20

### Physicals

105.00

### Repair

Sanel NAPA, parts 203.79

Richard Briggs - reimb. pipe 234.50

O'Reilly Auto Parts 2,053.73

2,492.02

### Supplies

Bergeron Protective Clothing 715.79

Staples 472.80

Randy Davis - reimb. expense 55.05

Sanel NAPA 64.87

Ossipee Mountain Electronics - batteries/chargers 630.95

Gorham House of Pizza - training day meal 203.32

Grainger - supplies for hydrants 360.91

Gorham Hardware 22.28

John Carpenter - reimb. vehicle maintenance logs	51.06
Uline - first aid kit	222.07
Impact Fire Service – inspect/service fire ext.	261.75
Travis Davis - lettering tanker	417.00
O'Reilly Auto Parts	<u>136.25</u>
	3,614.10
<b><u>Training Costs</u></b>	
Travis Davis	50.00
<b><u>Other</u></b>	
Donation	50.00
<b>TOTAL</b>	<b>\$ 48,034.81</b>
<i>Accts payable of \$132.81</i>	
<b>FIRE WARDEN</b>	
<b><u>Supplies</u></b>	
Sanel NAPA - pumps & batteries	362.46
<b>TOTAL</b>	<b>\$ 362.46</b>
<b>BUILDING INSPECTION – 4240</b>	
<b><u>Dues &amp; Publications</u></b>	
International Code Council	145.00
<b><u>Salaries</u></b>	
Building Inspector - stipend	250.00
Building Inspector - salary from fees	<u>957.50</u>
	1,207.50
<b>TOTAL</b>	<b>\$ 1,352.50</b>
<b>DISPATCH SERVICE - 4250</b>	
Town of Gorham - dispatch service	500.00
<b>TOTAL</b>	<b>\$ 500.00</b>
<b>EMERGENCY MANAGEMENT – 4290</b>	
<b><u>Fast Squad</u></b>	
AirGas East – leased oxygen tank	68.80
<b>TOTAL</b>	<b>\$ 68.80</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 81,398.57</b>



## **HIGHWAYS & STREETS**

### **HIGHWAY DEPARTMENT - 4312**

#### Cell phone

U.S. Cellular & Reimb. Zack Wight 1,165.31

#### Dues & Publications

55.00

#### Fuel

Treasurer, State of NH - gasoline 229.04

Irving Energy - diesel 6,117.38

6,346.42

#### Repairs

Berlin Spring 626.90

Berlin City Auto 243.54

Allied Equipment 585.16

VIP Auto Parts, change tires 80.84

Southworth-Milton, parts for backhoe 792.00

McDermont Truck, inspections & repairs 594.66

Leon Costello, put on winter tires 60.00

2,983.10

#### Salaries

Wages - Highway Dept. 65,927.28

#### Supplies

Sanel NAPA 3,169.56

Cargill Salt - salt & clear lane 5,706.78

US Cellular - installment payment & insurance 145.17

Lawson Products - nuts/bolt pins 1,033.26

Allied Equipment - plow blades 670.00

Labonville 215.43

Ken Simonoko - reimb. expense 507.97

AirGas USA 68.80

Impact Fire Service 312.50

Unique Paving 203.21

Uline 222.07

Emedco 31.90

Pike Industries 81.42

12,368.07

### **TOTAL HIGHWAY & STREETS**

**\$ 88,845.18**

*Accts Payable of \$121.28*

## **SANITATION**

### **SOLID WASTE DISPOSAL – 4324**

#### Mt. Carberry Fees

AVRRDD Mount Carberry Landfill - (131.8 tons) 7,711.70

#### Salaries

Wages - Transfer Station 9,771.87

#### Septage Fee

Town of Gorham 500.00

#### Disposal Fees

Chapman Scrap Metal - haul bulky waste (54.64 tons) 2,447.65

North Conway Incinerator - municipal waste (77.16 tons) 2,565.00

Corey Roberge – refrigerant disposal 401.00

5,413.65

#### Mileage

Zack Wight - haul recyclables to AVRRDD 537.16

#### Supplies

Emedco - aluminum signs 185.32

NHCI - signs 67.36

Northern Tools - kerosene heater 228.98

481.66

#### Methane Testing

Sevee & Maher Engineers 374.41

#### Other

Treasurer, State of NH - licenses 100.00

### **TOTAL SANITATION**

**\$ 24,890.45**

*Accts Payable of \$1,202.90*

## **HEALTH/WELFARE**

### **PEST CONTROL – 4414**

**\$ 0.00**

### **HEALTH AGENCIES - 4415**

Northern Human Services **\$ 379.00**

### **WELFARE - 4442**

Tri-County CAP - Energy Assistance 300.00

Tri-County CAP - Homelessness Assistance 186.00

**TOTAL \$ 486.00**

### **TOTAL HEALTH /WELFARE**

**\$ 865.00**

**CULTURE & RECREATION**

**PARKS & RECREATION - 4520**

Gasoline

NHDOT 44.23

Salaries

Wages - Parks Department 1,919.47

Supplies

Ken Simonoko - reimb. supplies 63.52

Other

Town of Gorham - recreation fee 1,000.00

**TOTAL \$ 3,027.22**

**LIBRARY - 4550**

**TOTAL \$ 0.00**

**MEMORIAL FOREST - 4590**

Salaries

Wages 394.36

Supplies

Ken Simonoko – reimb. flowers & mulch 15.68

**TOTAL \$ 410.04**

**TOTAL CULTURE & RECREATION \$ 3,437.26**

**CONSERVATION**

**CONSERVATION COMMISSION - 4611**

Dues & Publication

NH Assoc. of Cons. Comm. - dues 225.00

Supplies

Katie Stuart – reimb. brochure cost 100.80

*\$924.20 transferred to CC Savings Acct*

**TOTAL CONSERVATION COMMISSION \$ 325.80**

**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**

Baler & installation	7,600.00
Solar Array	<u>33,840.00</u>
<b>TOTAL</b>	<b>\$ 41,440.00</b>

### **CAPITAL OUTLAY - BUILDINGS – 4903** **0.00**

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

Family Resource Center	1,000.00
Gorham Community Learning Center	<u>2,500.00</u>
<b>TOTAL</b>	<b>\$ 3,500.00</b>

## **OPERATING TRANSFERS OUT**

### **TRANSFER TO CAPITAL RESERVE FUNDS – 4915\***

Cemetery Equipment CR	500.00
Fire Equipment CR	8,400.00
Heavy Highway CR	25,000.00
Town Building & Renovation CR	2,000.00
Paving CR	30,000.00
Peabody Farm CR	500.00
Revaluation CR	7,000.00
Cemetery Maintenance CR	1,800.00
Fire Truck CR	<u>50,500.00</u>
<b>TOTAL</b>	<b>\$ 125,700.00</b>

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

### **TRANSFER TO EXPENDABLE TRUSTS\***

Fire Mutual Aid Expendable Trust	2,000.00
Town Vehicle Maintenance Expendable Trust	12,000.00
Sand/Gravel Expendable Trust	1,000.00
Household Hazardous Waste Expendable Trust	500.00
Buildings Maintenance Expendable Trust	4,000.00
Library Technology Expendable Trust	0.00
Police Services Expendable Trust	22,000.00
Planning/Zoning Expendable Trust	500.00
Brook Maintenance Expendable Trust	0.00
Landfill/Transfer Station	8,000.00
Energy Expendable Trust	2,000.00
New Employee Training Expendable Trust	<u>0.00</u>
<b>TOTAL</b>	<b>\$ 52,000.00</b>

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

**TAX LIEN**

Amy Kuzma, Tax Collector	<b>\$ 10,861.73</b>
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**COUNTY TAX - 4931**

Treasurer Coos County	<b>\$ 316,141.00</b>
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**SCHOOL DISTRICT - 4933**

GRS Co-op School District	<b>\$ 485,820.00</b>
<i>Accts Payable of \$160,104.00</i>	

**ENCUMBERED MONEY**

AVRRDD Mt. Carberry Landfill	475.70
North Conway Incinerator	285.00
Eversource	21.97
Gorham Hardware	6.00
Waystack Frizzell	375.00
Coos County Registry of Deeds	10.00
NHCI	110.00
Treasurer, State of NH	52.75
Town of Gorham - 4 <sup>th</sup> qtr. Dispatch	<u>568.92</u>

<b>TOTAL</b>	<b>\$ 1,905.34</b>
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**MISCELLANEOUS - 4960**

ST Dis, LT Dis, Dental & Health Acct.	28.83
Northway Bank - charges	20.00
Energy Management - lighting upgrade	4,316.00
Darley - fire equipment	149.95
Bergeron Protective Clothing - equipment/nozzle	1,004.00
Ossipee Mountain Electronics - pagers	1,105.55
Lakes Regional Fire Apparatus - equip. for new truck	2,459.94
Town of Gorham - Tanker Truck	26,000.00
John & Sandra Kelleher, tax abatement	37.00
Pike Industries, paving	27,801.04
Treasurer, State of NH, Police services- details	19,491.10
JML Trucking, screen sand	4,000.00
Allied Equipment, street sweeper attachment	5,000.00
O'Reilly Auto Parts, undercoating	241.99
Tyler Brooks, labor under coating fire trucks	450.00

<b>TOTAL</b>	<b>\$ 92,105.40</b>
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<b>TOTAL ALL EXPENDITURES</b>	<b><u>\$1,571,767.76</u></b>
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## 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 certain other expenses such as public hearing costs. For 2020, this totaled **\$37.00**. Miscellaneous refunds/reimbursements of **\$8.00** were also received.
2. **Elections, Registration, etc.** - The associated revenues include fees from motor vehicle registrations, dog registrations, and UCC's. For 2020, motor vehicle fees totaled **\$88,447.50**. Fees for checklists totaled **\$275.00**. Fees for dog licenses & fines totaled **\$498.00**. Marriages licenses, Vital Statics, and UCC's totaled **\$544.00**. An Election Grant of **\$566.38** was received to help cover the higher costs of handling increased numbers of absentee ballots. **\$1,360.00** was withdrawn from the New Employee Training Expendable Trust to cover training costs.
3. **Financial** - Costs of registering liens are recovered in the liening process. In 2020, **\$4,658.65** was received in interest on taxes & liens. The Town also received **\$15,485.98** in yield taxes.
4. **Revaluation of Property** - No associated revenues.
5. **Legal** - No associated revenues.
6. **Personnel Adm.** - For 2020, **\$1,288.79** was received from HealthTrust as a premium holiday for health, dental and short-term liability insurance.
7. **Planning** - The associated revenues include fees from the applications for site plan reviews, subdivisions, ZBA hearings, and any associated expenses. For 2020, these fees totaled **\$852.40**.
8. **Buildings** - Donations were received for use of the Town Hall. In 2020, this totaled **\$50.00**.
9. **Cemeteries** - The cemetery budget is partially offset by the interest received on Cemetery Perpetual Care Trust Funds, burial fees, and money withdrawn from the Cemetery Maintenance CR. In 2020, the interest received

- was **\$120.94**. Burial fees in the amount of **\$1,400.00** were received and **\$2,000.00** was withdrawn from the Cemetery Maintenance CR to offset maintenance costs. Six cemetery lots were sold for a total of **\$3,800.00**.
10. **Insurance** - This budget is partially offset by the credit received due to past history. In 2020, a credit of **\$305.43** was received.
  11. **Regional Assoc.** - No associated revenues.
  12. **Ambulance** - No associated revenues.
  13. **Fire & Fire Warden** - The Fire Department receives 50% reimbursement for fire warden training and forest fire fighting. In 2020, a gift of **\$26,000.00** was received to offset the cost of the purchase of Gorham's tanker. Two fire trucks were sold for a total of **\$3,800.00**. A COVID stipend of **\$7,042.93** was received from the State and paid to firefighters.
  14. **Building Insp.** - The building inspector's salary is made up of a stipend and by the collected permit fees. In 2020, this totaled **\$957.50**.
  15. **Dispatch** - No associated revenues.
  16. **Emergency Management** - No associated revenues
  17. **Highway** - This department does receive occasional income from sanding private driveways, from the highway block grant from the state, and from some other smaller misc. items. In 2020, revenues for sanding totaled **\$1,250.00**, the Block Grant totaled **\$13,034.95** and Miscellaneous reimbursements of **\$120.00** were received.
  18. **Solid Waste** - This department receives revenues from disposal fees of various items, and from the sale of PAYT bags. In 2020, **\$3,283.00** was received in disposal fees and **\$9,010.50** was received from the sale of bags.
  19. **Health & Animal Control** - No associated revenues.
  20. **Parks** - The cost of a portable toilet placed in the park was covered by The Cross NH Biking Trail.
  21. **Library** - The library received donations of books.
  22. **Memorial Forest** - In 2020, **\$300.00** was received in memory of Lorraine Micucci for a perennial flower garden.
  23. **Conservation** - No associated revenues.
  24. **Welfare** - No associated revenues.
  25. **Principal-Long-term Note** - No associated revenues.
  26. **Interest-Long-term Note** - No associated revenues.
  27. **TAN Interest** - No associated revenues.
  28. **Solar Project** - In 2020, a grant of **\$3,074.40** was received from the Public Utilities Commission.
  29. **250<sup>th</sup> Celebration** - In 2020, **\$55.00** was received in sales revenue for celebration goods.

## 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 Trustee of Trust Funds hold the trust fund for the Library.

Capital Reserve Funds - There are nine active capital reserve funds: 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 eleven expendable trust funds: 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, Landfill/Transfer Station, and Energy Expendable Trust Fund.

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 five capital reserve funds, three expendable trust funds, three scholarship funds, and one 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 follows:

### SHELBURNE TRUST FUNDS - DETAIL

	PRINCIPAL	INCOME	TOTAL
<b>Library Trust Fund</b>			
Balance 12/31/19	1,368.76	1,372.06	2,740.82
Income - 2020	<u>0.00</u>	<u>17.18</u>	<u>17.18</u>
<b>Balance 12/31/20</b>	<b>1,368.76</b>	<b>1,3789.24</b>	<b>2,758.00</b>
<b>Town Cemeteries Perpetual Care Trust Funds</b>			
Balance 12/31/19	10,055.00	9,983.49	19,896.00
Income - 2020	0.00	124.75	124.75
Withdrawn - 2020	<u>(0.00)</u>	<u>(211.74)</u>	<u>(211.74)</u>
<b>Balance 12/31/20</b>	<b>10,055.00</b>	<b>9,896.50</b>	<b>19,951.50</b>



**Wheeler Cemetery Trust Fund**

Balance 12/31/19	1,490.89	60.61	1,551.50
Income - 2020	<u>0.00</u>	<u>9.73</u>	<u>9.73</u>
<b>Balance 12/31/20</b>	1,490.89	70.34	<b>1,561.23</b>

**Cemetery Maintenance CRF**

Balance 12/31/19	10,868.63	0.00	10,103.35
Income - 2020	1,800.00	63.88	1,863.88
Withdrawn - 2020	<u>(1,936.12)</u>	<u>(63.88)</u>	<u>(2,000.00)</u>
<b>Balance 12/31/20</b>	9,967.23	0.00	<b>9,967.23</b>

**Cemetery Equipment CRF**

Balance 12/31/19	3,640.02	122.36	3,762.38
Income - 2020	<u>500.00</u>	<u>23.75</u>	<u>523.75</u>
<b>Balance 12/31/20</b>	4,140.02	146.11	<b>4,286.13</b>

**Heavy Highway CRF**

Balance 12/31/19	149,152.38	0.00	149,152.38
Income - 2020	25,000.00	934.88	25,934.88
Withdrawn - 2020	<u>(4,065.12)</u>	<u>(934.88)</u>	<u>(5,000.00)</u>
<b>Balance 12/31/20</b>	170,087.26	0.00	<b>170,087.26</b>

**Fire Truck CRF**

Balance 12/31/19	89,470.71	3,294.76	92,765.47
Income - 2020	<u>50,500.00</u>	<u>597.74</u>	<u>51,097.74</u>
<b>Balance 12/31/20</b>	139,970.71	3,892.50	<b>143,863.21</b>

**Peabody Farm Museum CRF**

Balance 12/31/19	12,644.16	0.00	12,644.16
Income - 2020	500.00	63.74	563.74
Withdrawn - 2020	<u>(3,454.58)</u>	<u>(63.74)</u>	<u>(3,518.32)</u>
<b>Balance 12/31/20</b>	9,689.58	0.00	<b>9,689.58</b>

**Town Building and Renovation CRF**

Balance 12/31/19	3,381.80	43.21	3,425.01
Income - 2020	<u>2,000.00</u>	<u>22.15</u>	<u>2,022.15</u>
<b>Balance 12/31/20</b>	5,381.80	65.36	<b>5,447.16</b>

**Town Road Paving CRF**

Balance 12/31/19	36,429.74	0.00	36,429.74
Income - 2020	30,000.00	237.98	30,237.98
Withdrawn - 2020	<u>(27,563.06)</u>	<u>(237.98)</u>	<u>(27,801.04)</u>
<b>Balance 12/31/20</b>	38,866.68	0.00	<b>38,866.68</b>

**Revaluation CRF**

Balance 12/31/19	12,117.87	265.44	12,383.31
Income - 2020	<u>7,000.00</u>	<u>77.63</u>	<u>7,077.63</u>
<b>Balance 12/31/20</b>	19,117.87	343.07	<b>19,460.94</b>

**Fire Equipment CRF**

Balance 12/31/19	5,617.63	0.00	5,617.63
Income - 2020	8,400.00	38.11	8,438.11
Withdrawn - 2020	<u>(4,681.33)</u>	<u>(38.11)</u>	<u>(4,719.44)</u>
<b>Balance 12/31/20</b>	9,336.30	0.00	<b>9,336.30</b>

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

Balance 12/31/19	2,016.49	0.00	2,016.49
Income - 2020	5,518.32	16.49	9052.49
Withdrawn - 2020	<u>(7,020.15)</u>	<u>(16.49)</u>	<u>(7,036.64)</u>
<b>Balance 12/31/20</b>	2,016.49	0.00	<b>2,016.49</b>

**Household Hazardous Waste Expendable Trust**

Balance 12/31/19	1,348.50	0.00	1,348.50
Income - 2020	<u>500.00</u>	<u>8.46</u>	<u>508.46</u>
<b>Balance 12/31/20</b>	1,848.50	8.46	<b>1,856.96</b>

**Vehicle Maintenance Expendable Trust**

Balance 12/31/19	1,027.63	0.00	1,027.63
Income - 2020	12,000.00	6.47	12,006.47
Withdrawn - 2020	<u>(685.52)</u>	<u>(6.47)</u>	<u>(691.99)</u>
<b>Balance 12/31/20</b>	12,342.11	0.00	<b>12,342.11</b>

**Sand/Gravel Expendable Trust**

Balance 12/31/19	4,076.12	131.00	4,207.12
Income - 2020	1,000.00	26.62	1,074.62
Withdraw - 2020	<u>(3,842.38)</u>	<u>(157.62)</u>	<u>(4,000.00)</u>
<b>Balance 12/31/20</b>	1,233.74	0.00	<b>1,233.74</b>

**General Buildings Maintenance Expendable Trust**

Balance 12/31/19	9,251.07	0.00	9,251.07
Income - 2020	4,000.00	59.37	4,059.37
Withdrawn - 2020	<u>(4,256.63)</u>	<u>(59.37)</u>	<u>(4,316.00)</u>
<b>Balance 12/31/20</b>	8,994.44	0.00	<b>8,994.44</b>

**Police Services Expendable Trust Fund**

Balance 12/31/19	2,711.05	0.00	2,711.05
Income - 2020	22,000.00	24.88	22,024.88
Withdrawn - 2020	<u>(19,466.22)</u>	<u>(24.88)</u>	<u>(19,491.10)</u>
<b>Balance 12/31/20</b>	5,244.83	0.00	<b>5,244.83</b>



# LIBRARY FINANCIAL REPORT

## CHECKING ACCOUNT

Balance – 01/01/20	489.36
<b>Balance as of 12/31/20</b>	<b>\$ 173.17</b>

## SAVINGS ACCOUNT

Balance – 01/01/20	2,553.31
<b>Balance as of 12/31/20</b>	<b>\$2,554.38</b>

## LIBRARY TRUST FUND

<b>Balance as of 12/31/20</b>	<b>\$2,758.00</b>
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## LIBRARY TECHNOLOGY EXPENDABLE TRUST FUND

<b>Balance as of 12/31/20</b>	<b>\$956.82</b>
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## RECONCILIATION OF OUTSTANDING LONG-TERM INDEBTEDNESS

Outstanding Long-Term Debt	
January 1, 2020	\$ 0.00
New Long-term Debt Acquired – 2020	\$ 31,000.00
New Lease – 10 Year Term (w/ escape clause)	\$ 376,800.00
Debt Retirement During Fiscal Year	
Payments made during 2020	\$ 0.00
<b>Outstanding Long-Term Debt</b>	
<b>December 31, 2020</b>	<b>\$ 407,800.00</b>

## AUDITOR'S REPORT

The Annual Audit for 2020 had not been completed at the time of this printing. It will be available for review at the Town Office.

Joyce Carlisle, 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 **Tuesday, March 9, 2021** from **11 AM** and will not close before **7 PM**.

The Annual Town Meeting of the Town of Shelburne, New Hampshire, will be held in the Shelburne Room of the Town & Country Inn and Resort, on **Wednesday, March 10, 2021, at 7 PM**, to act upon the following subjects:

1. To **CHOOSE** all necessary Town Officers for the year ensuing (printed ballot).
2. To see if the Town will **VOTE TO APPROVE** the proposed amendments to the Zoning Ordinance (printed ballot).
3. To **HEAR** such reports of Town Officers heretofore chosen, and pass any vote relating thereto.
4. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$548,122 for **General Operation**.

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

4130 Executive	\$40,150
4140 Election, Registration, & Vital Statistics	\$23,189
4150 Financial Administration	\$36,400
4152 Revaluation of Property	\$5,244
4153 Legal Expense	\$7,500
4155 Employee Benefits	\$66,147
4191 Planning and Zoning	\$4,500
4194 General Government Buildings	\$45,135

4195 Cemetery	\$2,380
4196 Insurance	\$16,211
4197 Regional Association	\$536
4215 Ambulance	\$40,239
4220 Fire Department	\$42,150
4221 Fire Warden	\$3,400
4240 Building Inspection	\$3,500
4250 Dispatch Agreement	\$0
4290 Emergency Management	\$7,700
4312 Highway	\$109,360
4324 Solid Waste Disposal	\$36,150
4414 Animal Control	\$200
4415 Health	\$630
4441 Welfare	\$5,000
4520 Parks & Recreation	\$4,000
4550 Library	\$0
4590 Memorial Forest	\$500
4611 Conservation Commission	\$1,000
4711 Principal Long-term Note	\$1,718
4721 Interest Long-term Note	\$753
4722 Lease Payment	\$44,430
4723 TAN Note	\$0

5. 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. (12/31/2020 Balance - \$9,967.23)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

6. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$25,080 for a complete Revaluation / Update. \$19,460 to be withdrawn from the **Revaluation Capital Reserve Fund**, previously established, and the balance of \$5,620 to be raised by taxation. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the Update is complete or December 31, 2022, whichever is sooner. (12/31/2020 Balance - \$19,460.94)  
*[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** \$3,200 for the purchase of a metal storage container, 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. (12/31/2020 Balance - \$6,898.45)  
*[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** \$2,000 to the existing **Town Building and Renovation Capital Reserve Fund**, previously established. (12/31/2020 Balance – \$5,447.16)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
9. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$30,000 to be added to the existing **Heavy Highway Equipment Capital Reserve Fund**, previously established. (12/31/2020 Balance - \$170,087.26)  
*[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** \$8,300 to be added to the existing **Fire Truck Capital Reserve Fund**, previously established, with \$3,800 to come from unassigned fund balance from sale of Engine 2 and Engine 8, and the remainder (\$4,500) to be raised by taxation. (12/31/2020 Balance - \$143,863.21)  
*[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** \$8,000 to be added to the existing **Fire Department Equipment Capital Reserve Fund**, previously established. (12/31/2020 Balance - \$9,336.30)  
*[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** \$30,000 to be added to the existing **Paving Capital Reserve Fund**, previously established. (12/31/2020 Balance - \$38,866.68)  
*[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** \$500 to be added to the existing **Peabody Farm Museum Capital Reserve Fund**, previously established. (12/31/2020 Balance - \$9,689.58)  
*[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** \$500 to be added to the existing **Cemetery Equipment Capital Reserve Fund**, previously established. (12/31/2020 Balance - \$4,286.13)  
*[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** \$3,800 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 six (6) cemetery lots in 2020. (12/31/2020 Balance - \$9,967.23)  
*[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** \$1,000 to be added to the existing **Sand/Gravel Expendable Trust Fund**, previously established. (12/31/2020 Balance - \$1,233.74)  
*[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** \$3,000 to be added to the existing **General Building Maintenance Expendable Trust Fund**, previously established (12/31/2020 Balance - \$8,994.44)  
*[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** \$5,000 to be added to the existing **Vehicle Maintenance Expendable Trust Fund**, previously established (12/31/2020 Balance - \$12,342.11)

*[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** \$22,000 to be added to the existing **Police Services Expendable Trust Fund**, previously established (12/31/2020 Balance - \$5,244.53).

*[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** \$1,000 to be added to the existing **Forest Fire / Fire Mutual Aid Expendable Trust Fund**, previously established. (12/31/2020 Balance - \$7,564.84)

*[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** \$500 to be added to the existing **Planning and Zoning Expendable Trust Fund**, previously established. (12/31/2020 Balance - \$1,006.48)

*[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** \$5,000 to be added to the existing **Landfill/Transfer Station Expendable Trust Fund**, previously established. (12/31/2020 Balance - \$13,037.32)

*[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** \$1,000 to the existing **Energy Expendable Trust Fund**, previously established (12/31/2020 Balance - \$2,000.00)  
*[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** the sum of \$1,000 for the purpose of **supporting the Family Resource Center** in Gorham.  
*[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** 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.)
26. 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.)
27. To **TRANSACT ANY OTHER BUSINESS** that may legally come before said meeting.





New Hampshire  
Department of  
Revenue Administration

2021  
MS-737

Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2020	Appropriations for period ending 12/31/2020	Selectmen's Appropriations for period ending 12/31/2021 (Recommended)	Selectmen's Appropriations for period ending 12/31/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	04	\$44,086	\$37,130	\$40,150	\$0	\$40,150	\$0
4140-4149	Election, Registration, and Vital Statistics	04	\$18,756	\$16,449	\$23,189	\$0	\$23,189	\$0
4150-4151	Financial Administration	04	\$39,329	\$32,099	\$36,400	\$0	\$36,400	\$0
4152	Revaluation of Property	04	\$10,459	\$9,380	\$5,244	\$0	\$5,244	\$0
4153	Legal Expense	04	\$4,280	\$6,000	\$7,500	\$0	\$7,500	\$0
4155-4159	Personnel Administration	04	\$58,083	\$59,144	\$66,147	\$0	\$66,147	\$0
4191-4193	Planning and Zoning	04	\$2,423	\$3,500	\$4,500	\$0	\$4,500	\$0
4194	General Government Buildings	04	\$47,597	\$49,139	\$45,135	\$0	\$45,135	\$0
4195	Cemeteries	04	\$3,548	\$3,700	\$2,380	\$0	\$2,380	\$0
4196	Insurance	04	\$16,194	\$16,194	\$16,211	\$0	\$16,211	\$0
4197	Advertising and Regional Association	04	\$564	\$564	\$536	\$0	\$536	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
			<b>\$245,319</b>	<b>\$233,299</b>	<b>\$247,392</b>	<b>\$0</b>	<b>\$247,392</b>	<b>\$0</b>
<b>General Government Subtotal</b>								
<b>\$245,319 \$233,299 \$247,392 \$0 \$247,392 \$0</b>								
<b>Public Safety</b>								
4210-4214	Police		\$0	\$0	\$0	\$0	\$0	\$0
4215-4219	Ambulance	04	\$31,080	\$31,080	\$40,239	\$0	\$40,239	\$0
4220-4229	Fire	04	\$48,529	\$42,500	\$45,550	\$0	\$45,550	\$0
4240-4249	Building Inspection	04	\$1,353	\$2,320	\$3,500	\$0	\$3,500	\$0
4290-4298	Emergency Management	04	\$69	\$2,000	\$7,700	\$0	\$7,700	\$0
4299	Other (Including Communications)		\$500	\$500	\$0	\$0	\$0	\$0
			<b>\$81,531</b>	<b>\$78,400</b>	<b>\$96,989</b>	<b>\$0</b>	<b>\$96,989</b>	<b>\$0</b>
<b>Public Safety Subtotal</b>								
<b>\$81,531 \$78,400 \$96,989 \$0 \$96,989 \$0</b>								
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Airport/Aviation Center Subtotal</b>								
<b>\$0 \$0 \$0 \$0 \$0 \$0</b>								



New Hampshire  
Department of  
Revenue Administration

2021  
MS-737

Appropriations

<b>Highways and Streets</b>			
4311	Administration	\$0	\$0
4312	Highways and Streets	\$88,966	\$111,860
4313	Bridges	\$0	\$0
4316	Street Lighting	\$0	\$0
4319	Other	\$0	\$0
	<b>Highways and Streets Subtotal</b>	<b>\$88,966</b>	<b>\$111,860</b>
<b>Sanitation</b>			
4321	Administration	\$0	\$0
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$26,093	\$41,550
4325	Solid Waste Cleanup	\$0	\$0
4328-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0
	<b>Sanitation Subtotal</b>	<b>\$26,093</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
4359	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>





Appropriations

<b>Welfare</b>			
4441-4442	Administration and Direct Assistance	04	\$486 \$5,000 \$5,000 \$0 \$5,000 \$0
4444	Intergovernmental Welfare Payments		\$0 \$0 \$0 \$0 \$0 \$0
4445-4449	Vendor Payments and Other		\$0 \$0 \$0 \$0 \$0 \$0
	<b>Welfare Subtotal</b>		<b>\$486 \$5,000 \$5,000 \$0 \$5,000 \$0</b>
<b>Culture and Recreation</b>			
4520-4529	Parks and Recreation	04	\$3,027 \$3,600 \$4,000 \$0 \$4,000 \$0
4550-4559	Library		\$0 \$0 \$0 \$0 \$0 \$0
4583	Patriotic Purposes		\$0 \$0 \$0 \$0 \$0 \$0
4589	Other Culture and Recreation	04	\$410 \$500 \$500 \$0 \$500 \$0
	<b>Culture and Recreation Subtotal</b>		<b>\$3,437 \$4,100 \$4,500 \$0 \$4,500 \$0</b>
<b>Conservation and Development</b>			
4611-4612	Administration and Purchasing of Natural Resources	04	\$1,250 \$1,250 \$1,000 \$0 \$1,000 \$0
4619	Other Conservation		\$0 \$0 \$0 \$0 \$0 \$0
4631-4632	Redevelopment and Housing		\$0 \$0 \$0 \$0 \$0 \$0
4651-4659	Economic Development		\$0 \$0 \$0 \$0 \$0 \$0
	<b>Conservation and Development Subtotal</b>		<b>\$1,250 \$1,250 \$1,000 \$0 \$1,000 \$0</b>
<b>Debt Service</b>			
4711	Long Term Bonds and Notes - Principal	04	\$0 \$0 \$1,718 \$0 \$1,718 \$0
4721	Long Term Bonds and Notes - Interest	04	\$0 \$0 \$753 \$0 \$753 \$0
4723	Tax Anticipation Notes - Interest		\$0 \$0 \$0 \$0 \$0 \$0
4790-4799	Other Debt Service	04	\$0 \$0 \$44,430 \$0 \$44,430 \$0
	<b>Debt Service Subtotal</b>		<b>\$0 \$0 \$46,901 \$0 \$46,901 \$0</b>
<b>Capital Outlay</b>			
4901	Land		\$0 \$0 \$0 \$0 \$0 \$0
4902	Machinery, Vehicles, and Equipment		\$41,440 \$70,000 \$0 \$0 \$0 \$0
4903	Buildings		\$0 \$0 \$0 \$0 \$0 \$0
4909	Improvements Other than Buildings		\$3,500 \$3,500 \$0 \$0 \$0 \$0
	<b>Capital Outlay Subtotal</b>		<b>\$44,940 \$73,500 \$0 \$0 \$0 \$0</b>





**New Hampshire**  
 Department of  
 Revenue Administration

**2021**  
**MS-737**

**Appropriations**

Operating Transfers Out						
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>			<b>\$548,122</b>	<b>\$0</b>	<b>\$548,122</b>	<b>\$0</b>



Special Warrant Articles

Account	Purpose	Article	Selection's Appropriations for		Budget Committee's Appropriations for	
			period ending 12/31/2021 (Recommended)	period ending 12/31/2021 (Not Recommended)	period ending 12/31/2021 (Recommended)	period ending 12/31/2021 (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
4195	Cemeteries	05	\$2,000	\$0	\$2,000	\$0
		<i>Purpose: Use of CRF</i>				
4909	Improvements Other than Buildings	06	\$25,080	\$0	\$25,080	\$0
		<i>Purpose: Revaluation</i>				
4909	Improvements Other than Buildings	07	\$3,200	\$0	\$3,200	\$0
		<i>Purpose: Purchase Container</i>				
4909	Improvements Other than Buildings	24	\$1,000	\$0	\$1,000	\$0
		<i>Purpose: Appropriate Funds to Family Resource Center - by r</i>				
4908	Improvements Other than Buildings	25	\$2,500	\$0	\$2,500	\$0
		<i>Purpose: Appropriate Funds to Gorham Learning Center - by P</i>				
4915	To Capital Reserve Fund	08	\$2,000	\$0	\$2,000	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	09	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	10	\$8,300	\$0	\$8,300	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	11	\$8,000	\$0	\$8,000	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	12	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	13	\$500	\$0	\$500	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	14	\$500	\$0	\$500	\$0
		<i>Purpose: Appropriate to CRF</i>				
4915	To Capital Reserve Fund	15	\$3,800	\$0	\$3,800	\$0
		<i>Purpose: Appropriate to CRF</i>				



**Special Warrant Articles**

*Purpose: Appropriate to CRF from Fund Balance*

4916	To Expendable Trusts/Fiduciary Funds	16	\$1,000	\$0	\$1,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	17	\$3,000	\$0	\$3,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	18	\$5,000	\$0	\$5,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	19	\$22,000	\$0	\$22,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	20	\$1,000	\$0	\$1,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	21	\$500	\$0	\$500	\$0
4916	To Expendable Trusts/Fiduciary Funds	22	\$5,000	\$0	\$5,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	23	\$1,000	\$0	\$1,000	\$0
<b>Total Proposed Special Articles</b>						<b>\$0</b>
<b>Total Proposed Special Articles</b>						<b>\$155,380</b>

**Individual Warrant Articles**

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2021 (Recommended)	Selectmen's Appropriations for period ending 12/31/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Not Recommended)
<b>Total Proposed Individual Articles</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



New Hampshire  
Department of  
Revenue Administration

2021  
MS-737

Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2020	Selectment's Estimated Revenues for period ending 12/31/2021	Budget Committee's Estimated Revenues for period ending 12/31/2021
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	04	\$15,486	\$5,000	\$5,000
3186	Payment in Lieu of Taxes	04	\$48,758	\$45,000	\$45,000
3187	Excavation Tax	04	\$0	\$1	\$1
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	04	\$4,659	\$1,500	\$1,500
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$68,903</b>	<b>\$51,501</b>	<b>\$51,501</b>

Licenses, Permits, and Fees

3210	Business Licenses and Permits	04	\$3,345	\$200	\$200
3220	Motor Vehicle Permit Fees	04	\$86,889	\$85,000	\$85,000
3230	Building Permits	04	\$958	\$500	\$500
3290	Other Licenses, Permits, and Fees	04	\$948	\$700	\$700
3311-3319	From Federal Government	04	\$0	\$7,000	\$7,000
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$89,140</b>	<b>\$93,400</b>	<b>\$93,400</b>

State Sources

3351	Municipal Aid/Shared Revenues		\$3,345	\$0	\$0
3352	Meals and Rooms Tax Distribution	04	\$19,178	\$19,000	\$19,000
3353	Highway Block Grant	04	\$13,035	\$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)	04	\$3,235	\$3,200	\$3,200
3379	From Other Governments		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$38,793</b>	<b>\$35,200</b>	<b>\$35,200</b>



New Hampshire  
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Revenues

<b>Charges for Services</b>					
3401-3406	Income from Departments	04	\$11,661	\$10,500	\$10,500
3409	Other Charges		\$0	\$0	\$0
	<b>Charges for Services Subtotal</b>		<b>\$11,661</b>	<b>\$10,500</b>	<b>\$10,500</b>
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property		\$0	\$0	\$0
3502	Interest on Investments	04	\$906	\$500	\$500
3503-3509	Other	04	\$11,541	\$2,500	\$2,500
	<b>Miscellaneous Revenues Subtotal</b>		<b>\$12,447</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	07	\$7,600	\$3,200	\$3,200
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	05, 06	\$3,360	\$21,460	\$21,460
3916	From Trust and Fiduciary Funds	04	\$121	\$100	\$100
3917	From Conservation Funds		\$0	\$0	\$0
	<b>Interfund Operating Transfers In Subtotal</b>		<b>\$11,081</b>	<b>\$24,760</b>	<b>\$24,760</b>
<b>Other Financing Sources</b>					
9934	Proceeds from Long Term Bonds and Notes		\$31,000	\$0	\$0
9998	Amount Voted from Fund Balance	10, 15	\$7,300	\$7,600	\$7,600
9999	Fund Balance to Reduce Taxes	04	\$20,000	\$20,000	\$20,000
	<b>Other Financing Sources Subtotal</b>		<b>\$58,300</b>	<b>\$27,600</b>	<b>\$27,600</b>
	<b>Total Estimated Revenues and Credits</b>		<b>\$290,325</b>	<b>\$245,961</b>	<b>\$245,961</b>



**New Hampshire**  
 Department of  
 Revenue Administration

**2021**  
**MS-737**

**Budget Summary**

Item	Selectmen's	Budget Committee's
	Period ending 12/31/2021 (Recommended)	Period ending 12/31/2021 (Recommended)
Operating Budget Appropriations	\$548,122	\$548,122
Special Warrant Articles	\$155,380	\$155,380
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$703,502	\$703,502
Less Amount of Estimated Revenues & Credits	\$245,961	\$245,961
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$457,541</b>	<b>\$457,541</b>





2021  
**MS-737**

**Supplemental Schedule**

<b>1. Total Recommended by Budget Committee</b>	<b>\$703,502</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$1,718
3. Interest: Long-Term Bonds & Notes	\$753
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$2,471
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$701,031</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$70,103
<b>Collective Bargaining Cost Items:</b>	
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	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>

**\$773,605**

**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**

Because of COVID-19, 2020 was an incredibly challenging year. We would like to thank all of our town employees for their flexibility and professionalism, and for keeping the town running seamlessly.

After nearly twenty years of service, Building Inspector, Rav Bennett retired. We thank him for his service to the town and we wish him the best in retirement.

2020 was also the year we were forced to evaluate our aging fleet of Fire Trucks. After much discussion about repairs and replacements, and running several financial scenarios, we determined it would be in the Town's best interest to lease a 2018 demo Fire Truck. You will see this payment reflected in the operating budget.

We would also like to sincerely thank Mr. Richard Carrier of RJ Chipping, for his generous donation of funds to purchase a Tanker truck from Gorham. Without it, we may have had to purchase a replacement truck with capital reserve funds, reducing our ability to purchase a newer truck in the future.

An energy-saving lighting project was completed with Eversource and a solar array was installed on the town hall as part of the Board's ongoing effort to reduce energy usage in town buildings. Many thanks to Ray Danforth and Michael Prange for their hard work and dedication to these projects.

2020 brought this Board and the Planning Board together to discuss many things. In the coming year, the Boards plan to continue these discussions and make some decisions on building codes and permits, building on Class VI roads, and creating an official town road map. We look forward to the collaboration.

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.

The Board would also like to sincerely thank everyone who participates in our local government. However, we are starting to see a dramatic increase in the number of vacancies on our town's various boards, committees, and offices. We believe we are on the cusp of a participation crisis, and we urge residents to please give thought to volunteering to fill these positions. Participation is vital to the survival of Shelburne as a special and affordable place to live.

Selectpersons – Stanley Judge, Lucy Evans, Heidi Behling



The following positions need to be filled:

Deputy Treasurer  
Trustee of Trust Funds  
Library Trustees (2)  
Memorial Forest  
Planning Board Alternate  
Zoning Board Alternates  
Park Commission (3)  
Auditor  
GRS School Board member

For more information, please contact  
the Town Office at 603-466-2262

# TOWN CLERK

**Town Clerk Office Hours:**

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 2020:**

**Resident Births:** Mason Philip Paiva, Weylyn Michael O'Neill, Brady Matthew LeBlanc, Benjamin William Ruppel.

**Resident Marriages:** Anne Reynolds to Thomas Freedman.

**Resident Deaths:** Lorraine Micucci, Eleanor Russell, Phyllis Sears, Guy E. Wood, III.

Thank you to all residents for your patience as I learned the new position. I really have enjoyed being your Town Clerk and getting to know who some of you are. Special thanks to our Deputy Town Clerk, Jo Carpenter, for sharing her vast knowledge!

Amy Kuzma, Town Clerk

## **DEPARTMENT OF PUBLIC WORKS**

Every year is a busy year for the Department. 2020 was no exception.

The winter brought us a total of 98 inches of snow and a very dry summer, with a few very windy days. Hurricane Isaias in July left us with a lot of downed trees on North Road. The dry conditions meant that the grass did not grow as quickly, which lead to less time spent mowing the park and the roadsides, and we were able to screen our winter sand quickly and efficiently, which we do once every four years.

Mr. Moriah Drive was paved this summer for the second time since becoming a town road. We purchased a street sweeper attachment for the backhoe, so we were able to remove sand on most of the town-owned streets without paying a contractor, a savings to our taxpayers.

Shop work has increased as we maintain our aging equipment. We (with the help of the girls in the office) applied for a grant from the State to replace the 1993 plow truck, but we did not “qualify”. As the years pass by, the older equipment needs more attention, but having experienced, mechanically-minded people in our department, we are able to fix most things for less than we would pay a garage/technician and with a much quicker turn-around time.

Keep in mind that we are a small department, responsible for every inch of every town road and all of the maintenance. We check for snow, ice, and trees on every road, every day prior to the morning commute. We live at work and visit our homes “occasionally”.

In closing, we also remind you that it is 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 2020, we continued our cost reduction efforts which have decreased the annual Solid Waste budget by almost \$25,000 from the amount spent in 2018.

We purchased a small, used baler to be able to recycle items more efficiently, and to control the increased collection of cardboard due to COVID-19, Amazon, and online shopping. We also changed operations so that those coming to the Transfer Station did not need to enter the main building, and we sadly canceled “Dump’n Donuts” indefinitely.

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 five (5) green bags. This price has remained the same for 20 years. In 2020, the town collected \$9,010.50 from the sale of these bags, which offset over 34.5% of the solid waste budget. Also, the town collected \$3,283.00 for disposal fees, which are deposited into the Landfill Fees account that pay for future Transfer Station equipment purchases.

The Transfer Station charges disposal fees for items which are neither recyclable, nor in green bags. 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 residents hire a dumpster which can take the material directly to the landfill avoiding the need for double handling.

The Household Hazardous Waste collection day is expected to be sometime in June of 2021. Please check the newspapers and the bulletin boards for the date. All costs for taking hazardous waste to the collection come from state grants and from the town’s expendable trust fund. There is no individual cost on the day of collection for Shelburne residents.

There have also been several volunteers that have come to help, particularly on Saturdays to make the operation run more smoothly - To Sarah, Luke, and Ken: Thank you! We also wish to thank all who help to make our evolving way of operating go smoothly, the continued effort to reduce the waste we create, and to keep the labor costs down.

The Transfer Station Crew

## **FIRE DEPARTMENT**

COVID-19 made 2020 a difficult year for First Responders, but our 21-person department safely responded to 11 calls with no injuries or infections to our personnel.

2020 also brought some big changes to our fleet of fire trucks. Unfortunately, the transfer case of the 1985 Engine 2 let go, and the frame and body had holes that could not be repaired in a cost-effective way. The 1996 Engine 8 suffered from some severe mechanical issues and also had holes in the frame that made it unsafe to drive.

In order to research the most responsible and cost-effective ways to replace these aging trucks while bringing the fleet up to date, the Town organized the “Fire Apparatus Acquisition Committee”. This committee was composed of town residents, budget committee and Planning Board representatives, and firefighters. After several months and much discussion, it was decided that leasing a 2018 demo truck would be the most fiscally responsible solution while making the tax impact as low as possible. The Board of Selectpersons agreed.

In addition to the 2018 truck, it was discussed that adding a tanker to our fleet would increase the amount of water that could be brought to a scene. Availability of water is always a concern in our town. Our heartfelt thanks go out to Mr. Richard Carrier, who selflessly donated the financial means necessary so the Town could purchase Gorham’s tanker truck.

We would like to thank the Town for showing their support of the Fire Department. We are looking forward to a productive and safe 2021.

Chief Randy Davis

# **FIRE APPARATUS ACQUISITION COMMITTEE**

Following Town Meeting in March 2020 the Select Board established a committee composed of the Fire Department Officers, Stan Judge (Select Board), David L. Landry (Budget Committee) and John Carpenter (Planning Board) to review the status of the Fire Department's current equipment, to make recommendations for apparatus based on Department call history, and to develop a long term plan similar to that in place for the Highway Department to meet the Town's needs.

The committee's first meeting was delayed until May due to the restrictions caused by COVID-19. At that meeting John Carpenter was elected to chair the committee. First orders of business were to review the condition of the current apparatus and to start developing the call history for the department for the past 5 years to determine what equipment best fits the usage.

## **Department Equipment May 28th, 2020**

Equipment Name	Equipment Type	Equipment Age	Equipment Condition from June Pump Tests
Engine #2	Pumper-Tanker	33 years	Passed test but developed mechanical issues shortly after
Engine #4	Pumper-Tanker	33 years	Failed portion of test but usable
Engine #8	Pumper	24 years	Not Tested – Oil Leaks

In reviewing the call data, we found that 80% of the calls were for Shelburne and 20% were to meet our Mutual Aid agreements with NORPAC, Gorham, and Gilead. Of the Shelburne calls, approximately 65% were in response to traffic accidents and Hazardous Material/Power line events, and 21% to response to fire situations.



In late May, Gorham decided to replace their Tanker 1 that was placed in service in 1994. Because it has a standard transmission, Gorham only had a handful of qualified drivers. This Committee reviewed the condition of the tanker and recommended that the Town hire a third party to evaluate its condition in depth, and conduct NFPA pump tests on it, as well as the other Shelburne Fire Trucks. The Tanker passed its tests and only a couple of minor issues were detected. The Shelburne's Engine #2 passed the test but developed significant problems shortly after. Engine #4 could pass only three of the four tests, and Engine #8 was not tested due to mechanical issues.

In June, the committee reviewed the pump test results and recommended to the Select Board that the town pursue the purchase of the Gorham Tanker, as the available data showed it was in good condition and a good fit for the town due to its capacity to transport water – a significant issue in Shelburne. At this point, the town received an offer of a grant to cover the cost of this truck from Richard Carrier of RJ Chipping. This grant made the purchase possible in early July. Engine #2 was retired and sold upon delivery of the Tanker.

Starting in June, the Committee focused on developing a twenty-year plan for the Fire Department with a long term goal of maintaining two primary trucks (either rescue pumper or rescue tankers) and working with the Highway Department to possibly repurpose their pickup truck during their scheduled replacement. A review of the call data suggested that a truck class known as “Rescue Pumpers” would be the best fit for the Department.

The committee heard presentations from several suppliers and scoured the internet for available trucks. The considerations included:

- Fire apparatus produced after the early 2000's is very computerized, and the electronics are often not supported beyond 20 years.
- In developing a 20-year plan for equipment, it was obvious that if you could start with a new or nearly new vehicle, your chance of success would be enhanced. In the past we have repeatedly built up capital reserve funds for trucks but had

to expend them for used vehicles, taking what was available, and then repeating the process in several years.

- While we had money in the Fire Truck Capital Reserve Fund, it would require a special Town Meeting to approve it and with COVID-19 issues there was no assurance that it would be granted.
- We reviewed the used trucks that were available – finding little that met our needs and those that did were priced near the cost of new equipment.
- We then focused on Demo equipment and found several units that would meet the department’s needs at prices substantially below delivery cost of new trucks being ordered this year.
- We found that many New Hampshire towns were procuring their equipment utilizing leasing programs. The leases were either a seven or ten-year term and at the end of the lease the Town would take ownership of the vehicle. The lease payment must be approved yearly as part of the Town’s operating budget.
- After reviewing the equipment available and reviewing the lease option with NH DRA to ensure compliance with NH laws, the Town agreed to lease a 2018 Ahrens-Fox AF1 Custom Pumper with custom chassis and galvanized frame. It is a demo unit that came with the same warranty as a new truck. The truck was delivered to the Department in early October and training of members is ongoing. Engine #8 was retired and sold at this time.
- Another important factor in the decision to lease was that current capital reserve funds were not expended. By not using the money in the capital reserve fund, we have a good starting point for the replacement of Truck #4 in 7-10 years.
- We have included an updated chart showing the changes made this year as well as the anticipated dates for replacement equipment over the next 20 years. This plan needs to be reviewed and updated annually based on equipment condition.

Fire Apparatus Acquisition Committee



# 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 72, 4-hour directed patrols during the course of the year.

During calendar year 2020, the State Police responded to and investigated the following calls for service in the town of Shelburne:

ASSIST MOTORIST	11
ABANDONED VEHICLE	7
MOTOR VEHICLE ACCIDENT	12
HIT AND RUN	1
AMBULANCE NEEDED	5
ROAD OBSTRUCTION	4
MENTAL PERSON	4
SUSPICIOUS VEHICLE	7
SUSPICIOUS PERSON	5
EXPLOSION	1
FIRE	1
BURGLAR ALARM	2
BURGLARY PAST TENSE	1
THEFT	9
DRUNK	1
DOMESTIC IN PROGRESS	6
SHOTS FIRED	1
LOST PERSON	1
MISSING PERSON	3
FISH + GAME OFC NOTIFIED	4
TRAFFIC CHECK (SCALES/RADAR)	2

911 HANGUP	6
ANIMAL COMPLAINT	5
DEPARTMENT ASSIST	3
BOLO	2
CIVIL STANDBY	2
CIVIL REQUEST	6
CRIMINAL MISCHIEF	7
ASSIST DCYF	1
DETAIL CANCELLATION	1
DAM FAILURE/PROBLEM	3
FOUND PROPERTY	1
HAZARDOUS OPERATOR	10
MARIJUANA DECRIMINALIZATION SUMMONS	1
NOISE COMPLAINT	3
PEDESTRIAN	1
REQUEST FOR SERVICE	1
RESTRAINING ORDER SERVICE	2
SECURITY CHECK	11
SPOTS REQUEST	4
TRAFFIC STOP	7
SUICIDAL SUBJECT	4
CRIMINAL THREATENING	1
VIOLATION OF COURT ORDER	1
VIN VERIFICATION	3
WELFARE CHECK	7
<b>GRAND TOTAL:</b>	<b>181</b>

In 2020, calls-for-service saw an increase by 5.8% from 2019 and resulted in six custodial arrests. In addition to the above calls-for-service, troopers conducted motor vehicle enforcement resulting in **49 summonses and 82 warnings issued for a total of 131 motor vehicle violations detected and addressed**, a 48% decrease from 2019.

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 2021.



Respectfully,



Staff Sergeant Victor G. Muzzey  
Assistant Troop Commander  
Troop F

## **EMERGENCY MANAGEMENT**

While 2020 brought no severe weather events, the COVID-19 Pandemic (from the onset to today) is an event of major significance. It has affected almost all aspects of our lives; most seriously our health, finances, social lifestyle, and education, to list a few.

Through all of this, credit is due to those who carried on duties involving potential exposure to the virus.

The NH HSEM has kept the State Emergency Operations Center open and all functions manned as needed. Among a most valued function is its weekly conference calls available to all EMD, EMS, Fire Chiefs, Municipal Staff, etc. These calls provide important updates of general and/or specific information and offer an opportunity for questions and in most cases, immediate answers to those questions.

Since sources indicate that the pandemic will be with us for some time, it is important not to let “our guard down” and follow state and/or CDC published information.

Concerning power outages – we urge households to consider their specific needs, especially as they may affect the medical needs of a family member. In the event a household has a back-up power source, they should follow the manufacturer manual and instructions and do periodic startups.

Shelburne has applied for a grant to update the town’s Hazard Mitigation Plan in 2021. This is a requirement to be eligible for certain federal grants.

Planning for an emergency should be taken seriously. Residents should be prepared for the occurrence of lost power, high water events limiting travel, heavy snow/icing, falling limbs. The Red Cross has sound recommendations for emergency preparation which can be read at **[www.redcross.org](http://www.redcross.org)**.

Stanley Judge – Director

## BUILDING INSPECTOR

In 2020, seventeen (17) building permits for various projects were issued:

Camping Cabin	1
Deck	2
Out Building / Shed	3
Screened Porch	1
Gazebo	1
Camping Deck	2
Garage	1
Event Tent	1
Remodel of Existing Structure	3
Solar Array	2

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

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

Building Inspector

## **SHELburnE PUBLIC LIBRARY**

This has been a unique year with COVID-19 forcing the Library to close in March a week after town meeting where I experienced wonderful support from the residents in town who wanted to see the library stay open. We are learning to adapt to a new way of doing things and being able to thrive in the process.

The commitment to literacy for everyone, providing information and bringing people together is still the goal of the library as we move forward in 2021. It is our hope that we will accomplish much this year in spite of COVID-19.

I would like to thank the many residents of Shelburne and nearby towns who have donated books to the library. The library shelves are filling up again and looking like the library I once knew.

We are still in need of more books especially elementary-high school age books. Any donations are always appreciated. They may find their way to our shelves or our free -take a bookshelf.

In spite of COVID-19, we have been able to open the library by appointment following all the state protocols. We've had children and adults visit the library and check out books. We had planned a few events for the fall but with the spike in COVID-19 cases in the North Country, we had to cancel them.

We are continuing to look for ways to spark interest in the library while maintaining social distancing. If you are interested or creative and would like to brainstorm ideas, serve as a library trustee, or help out in anyway, please contact Melanie at 603-252-1851.

Thank you for allowing me to serve our community!

Melanie Devoid, Library Trustee



## PLANNING BOARD

Following the vote of the Town in March 2020, the membership of the Planning Board was reorganized and reduced from seven members to five with two alternates. Despite COVID-19, the Board was able to meet on a regular basis following CDC guidelines and using remote access when required and processed applications for Site Plan Review, Boundary Line Adjustment, and Subdivision in a timely manner.

Late in 2020, questions arose around development on Class VI and private roads in Shelburne, and the Board (as part of its responsibilities to make recommendations to the Select Board) has spent considerable time identifying these roads and looking at historical roads shown on the maps held by the Heritage Commission. We plan to complete this work in 2021 and be in a position to develop an official road map of the Town that would reflect the accurate status of roads currently in use in Shelburne.

There will be three (3) changes to the Zoning Ordinance that will appear on the March 2021 Ballot. They all concern “Tourist Homes”. The first change involves no longer permitting Tourist Homes in the Forest District, now only permitted by special exception. The second change is in the Rt. 2 District also no longer permitting Tourist Homes only permitted by special exception. The final change involves the addition of the italicized language to the existing definition of Tourist Home which appears below:

**“Tourist Home** – A building of a residential nature, other than a hotel or motel, in which rooms are rented with or without meals, with no more than three (3) bedrooms for rent ***and is the primary residence and legal domicile of the owner of the property.***”

Following the public hearing on the changes on January 26, 2021, the Planning Board unanimously recommended the changes.

The Planning Board

## **PARK COMMISSION**

In 2020, the park was enjoyed by noticeably more residents, visitors, children, and pets. We were delighted to see people flying kites, driving golf balls, playing on the playground, and riding bikes.

The 14-acre park was purchased by the town and voted on at the 1986 Town Meeting. The Friends of Recreation group was established then, and the maintenance of the park was done by volunteers. The group then purchased the equipment and built the playground.

The Park is now maintained by the Town's Public Works Department, and is mowed in an hour and half, once a week, with the 11'6" gang mower. Keeping the grass short helps to keep the tick and mosquito population low. Trash is picked up once a week.

The Commission would like to thank Marianne Borowski of the Cross New Hampshire Adventure Trail for her generous donation of the portable toilet in the park for the duration of the summer.

The commission would also like to thank Paula Simonoko for planting and tending to the flowers in the planter under the park sign, the flowers at the base of the Chester Hayes Memorial Monument, as well as the flowers around the well cap and on either side of "Granny Starbird's Seat".

Park Commission



## **CEMETERY COMMITTEE**

There were six (6) cemetery lots sold in Shelburne in 2020, as well as four cremation burials and two casket burials.

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, or to obtain a copy of the Cemetery Regulations, 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.

Just as she has in years past, resident gardener, Paula Simonoko, will do a spring planting at the war memorial. Funds for the plants and flowers were donated to the Town in memory of Lorraine Micucci, a resident of Shelburne who passed in July of 2020.

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 & TECHNOLOGY COMMITTEE**

This marks the second year of the Energy Committee.

In 2020, we completed our two major projects from 2019. In July, the fixtures in town buildings were upgraded to LED lighting (where appropriate) by Energy Management Consultants. This will reduce energy use by about 3.6 MWh/year, with a payback period of about four years. The Energy Committee is continuing to monitor power use in town buildings with the goal of further reducing energy bills.

The town hall solar project, approved at the 2020 town meeting, was installed in July by 603 Solar. The town hall Eversource bill is now always negative, meaning that Eversource owes us money for the surplus electricity we are generating. It is too soon to report on the financial benefit to the town because we do not yet have a year of data, but the four months of data are looking good. You can expect a full report on this at the 2022 town meeting. As a side note, the Solar Benefit analysis we used to study the potential financial benefit of solar for the town of Shelburne has received some acclaim. We have already been approached by the Energy Committees of Gorham, Plymouth, and Sugar Hill to do Solar Benefit analyses for their towns, a process that is well underway.

You may have noticed a change in the name of our committee. We are now the Energy & Technology Committee. Our committee has taken on the additional task of bringing high-speed internet (Technology) to all of Shelburne. The central role of this critical technology in our everyday lives has become abundantly clear in this year of COVID. When Ray and Michael proposed this change to the Select Board last summer in one of their frequent video conference meetings, it was through a herky-jerky internet connection in which participants were frequently dropping out because of poor connections. In contrast to the protracted approval process for town solar, the Select Board immediately approved our new committee goals unanimously. Soon afterward we received a letter from the Coös County Commissioners saying that they had just established the Coös Broadband Committee.

This committee was established to gather information, define issues, and identify lack of broadband availability in Coös County in order to bring high-speed internet to our neck of the woods. Our committee has already begun working with them to provide information on the quality of internet availability in Shelburne. We will continue working on this issue through this and other avenues.

Energy Committee



*(Photo Provided by Sean Carlson of 603 Solar)*

## **CONSERVATION COMMISSION**

The purpose of the Shelburne Conservation Commission (SCC) is two-fold: 1) to promote wise use of Shelburne's natural resources, and 2) to identify and conserve wetlands, forests, rivers, open spaces, watershed areas, unique areas, flood zones, fisheries, wildlife habitats, and scenic vistas. Conservation commissions consist of local volunteers who work to study and protect natural resources. The commission interacts with the town through the Selectboard 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 worked on a number of initiatives and projects in 2020, including:

- The Shelburne Riverlands project, protecting extensive wetlands, floodplains, islands, and forests along the Androscoggin River in Shelburne, emerged and became reality in 2020. The SCC worked with the Mahoosuc Land Trust (MLT), The Conservation Fund, and many donors and advocates to support the Mahoosuc Land Trust acquiring approximately 850 acres of islands and other undeveloped parcels from Bayroot LLC, including several miles of Androscoggin River shoreline and inland channels. Due to the availability of three major grants in 2020, SCC worked tirelessly on a challenging planning, fundraising, and data collection/analysis effort which included numerous calls and zoom meetings as well as hosting many paddling, walking, and auto tours of the parcels. Fundraising was successful, and the purchase will be completed in 2021. No tax dollars are being used in acquiring these lands, and traditional public access such as hunting and fishing will be preserved. Protecting undeveloped lands adjacent to the Androscoggin River has long been recognized in the Shelburne Master Plan and desired by Shelburne residents for many years, most recently reiterated at a June 2020 virtual town meeting event (owing to the pandemic). A group of Shelburne residents and landowners are volunteering to help the Mahoosuc Land Trust develop

long-term management and stewardship plans for the parcels. Many thanks go out to the numerous wonderful and generous organizations and individuals involved in assuring these lands adjacent to the Androscoggin River in Shelburne will retain their current wild character into the future.

- The SCC has been working with NH Dept. of Transportation to improve and open the view in the State's Right-of-Way at the Old Route 2 turnout east of the Nickerson House. Site clearing work was completed by the SCC and local volunteers in both 2019 and 2020. The agreement is being expanded to place an information kiosk, signage, and benches, and we hope to receive final approval by NH DOT in 2021 when we'll seek more volunteer help to further open the view and install the signage, kiosk, and benches. After completion of this project, we hope to dedicate this viewpoint in memory of John and Cynthia Gralenski.
- Supported a request by The Conservation Fund to apply for future Forest Legacy funding to support the Androscoggin Valley Corridor project which would place a conservation easement on an approximately 1200-acre tract which includes Bald Cap Peak.
- The SCC drafted the joint (SCC and Selectboard) initial response to the Federal Energy Regulatory Commission (FERC) scoping of its re-licensing of the Brookfield Lead Mine Dam in Shelburne (and seven other dams in the Berlin-Gorham-Shelburne river section) in late 2019. After many comments were received, FERC replied with a second scoping document in 2020, incorporating most of the Conservation Commission and Selectboard suggestions. The Federal Energy Regulatory Commission (FERC) has a required public involvement process as re-permitting is being examined for a new 30-40-year permit. Several studies were completed by FERC/Brookfield in 2020 but the recreational use/facility study of the Androscoggin was deferred until 2021. SCC continues to monitor Brookfield and FERC's studies and actions.
- Continued to explore options for the possible creation of a Shelburne Community Forest, potentially modeled on the experiences of the Milan, Errol, Gorham, and Randolph Town Forests.



- SCC became a late participant in the Route 2 Rumble Strip project and sent a request to NH DOT to participate and provide input in future joint NH DOT/Town of Shelburne meetings.
- We welcomed new members Joan Chamberlain and Cindy Desmond to the SCC. Ginger Lawson and Sally Manikian also provided excellent conservation support at many of our meetings.

The commission generally meets 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, Cindy Desmond, Joan Chamberlain, and Katie Stuart.

Shelburne Conservation Commission





## HERITAGE COMMISSION



*The Historic Peabody Homestead: This cape with dormers was built in 1826 by Stephan Peabody and lived in by 4 generations of his descendants. The Ell part of the house was once the "Bean Hill School", now the kitchen and pantry area.*

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

- Always a big “thank you” to Dick and Pat Lussier for teaming up as our treasurers.
- Our “Wildlife Habitat Forest”, including native wildflowers in our garden 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”, led by Biologist Bill O’Neill. Bill is managing the trails and before COVID, we had plans to bring garden club members into the forest and students as well. Hopefully next summer we will be able to continue with the progress of the education element, as well as adding a Storybook Walk for our “Open House” dates. We have added birdhouses, a bat house, and a squirrel house (with a resident flying squirrel) to our nature trail. Wrens and Starlings moved in, Tree Swallows, and Turkeys enjoyed the garden, along with other pollinators: honeybees, blue bees, Monarchs, Fritillary butterflies and Sulphur moths. We observed in the forest, Hairy Wood Pecker, Downy Wood Pecker, Red Bellied and several common song birds. The CCB garden club has plans to record the bird species on our own data base and send the numbers to E-Bird for the Audubon Society. We did rescue a few columbines and purple trilliums from construction sites and planted them there along with mountain asters along our nature trail.
- We are still in the process of restoring the “Peabody Farmhouse” back to the year it was built: 1829 thru the early 1900’s. 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 Kevin Daniels for the donation of historic items. We will have them on display next summer, with a dedication plaque in Kevin Daniels’ name. Follow us on Facebook for our updates on next season’s “Open House” dates and dedications.

**The Heritage Commission members currently are:** Dick Lussier, Roger Morrissette, 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 customarily 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 7:00 PM lasting

approximately one hour. A schedule of officiates is published in the Berlin Daily Sun and posted at the Town Hall and Landfill.

Due to the COVID-19 pandemic, we did not have any services at the church this year. Our annual craft fair and bake sale event did not happen either. The proceeds from this event help to pay for liability insurance for the coming year. With less and less involvement comes the realization that the church may permanently close and subsequently fall into disrepair.

The church needs community input if the Town of Shelburne wishes to see it remain open. The church building needs 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 would like to see it remain open. Please consider getting involved and helping in any way you can.

The Shelburne Union Church Committee

## SHELBURNE TRAILS CLUB

In 2020, the Shelburne Trails Club (STC) began its second decade continuing to reopen Shelburne's "lost trails" and improving and maintaining our system of local hiking trails in the middle of a Pandemic. Though our club was limited in its group activities, trail maintenance was ongoing. 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 2020:

- The Club held a "Speakers Series" joint presentation with Mahoosuc Land Trust at town hall in February by Caroleen (Mac) Dudley titled "Where the Wild River Flows". Mac provided highlights from her book of the same title that outlined her grandmother's life in the Wild River region where her grandfather worked for NH Fish & Game before becoming a WMNF Forest Guard in the 1920's and 1930's. Several club members joined Mac and her husband on a snowshoe hike to Crow's Nest on the day after her presentation. Little did we know then that by the following week we would all be wearing masks and "social distancing" to avoid a Coronavirus. The Pandemic prevented further Speaker Series events for the year.
- A limited volunteer group trail maintenance day was held in October with a small group of socially distanced volunteers who brought pack lunches in lieu of the usual after-work BBQ. Board members, officers, and volunteers also spent many hours working on the trails on their own over the season.
- The club continued outreach to members and supporters through its Facebook page with 534 followers from throughout the region. The Facebook page serves as the club's social media site and can be accessed directly at: [www.facebook.com/ShelburneTrailsClub](https://www.facebook.com/ShelburneTrailsClub).

- The club maintained hiking trails were heavily used throughout the summer and fall from visitors from states as far away as New Jersey and beyond. We expect the increased visitation from outside our local region was the result of hikers trying to avoid more heavily used trails to the south in the White Mountains as a result of Pandemic “social distancing”. In spite of the new visitors from far away, it was still possible to enjoy a quiet experience on our mountain trails without encountering another party.
- The club supported and actively assisted the Mahoosuc Land Trust in its efforts to acquire some 850 acres of Shelburne Androscoggin River mainland and island parcels for its Shelburne Riverlands project. Funding for the project was successfully raised by the end of the year. STC will partner with MLT to develop and maintain new hiking trails on some of the Riverlands parcels. STC will also join with other residents in helping MLT develop a management and stewardship plan for the new conservation property. Learn more about the project at [www.mahoosuc.org](http://www.mahoosuc.org).
- STC’s Annual Meeting was held outside at the Chester Hayes Memorial Park Pavilion in October on a cold and windy day with an expected small core group of members. The annual meeting included the election of Nancy Eaton to the Board of Directors to replace Sue Lowe. Club officers for 2021 will be President Michael Prange, Treasurer Pat Lussier, and Secretary Larry Ely, with a Vice President to be determined. Board of Directors for 2021 are Dick Lussier, Michael Prange, Larry Ely, Katie Stuart, and Nancy Eaton.
- As always, we thank the many private Shelburne landowners without whose cooperation our hiking trails would not be possible and to the volunteers who help maintain the trails and the Town of Shelburne for its support and use of Town Hall for meetings and events.



*Wild River Forest  
Guards in Early  
Days of WMNF*



*Chester Hayes  
Memorial Park  
Pavilion*



*STC Trail Volunteer  
at Judson Pond*



# the family resource center

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



The Family Resource Center at Gorham provides quality evidence-based programs for family success. Programs that are preventive and work to reduce the potential of abuse and neglect in families as well as programs to reunify families. Home visiting services can be voluntary, building family strength and healthy outcomes. Families gain parenting education, understanding early child development, positive parent-child interaction and successful co-parenting. FRC also provides services for learning enrichment, social-emotional learning and youth activities.

2020 was a challenging year where we served 1,488 families through our programs, remaining open during the pandemic and creating an emergency food pantry delivering over 3,000 meals to families with food insecurity.

The Board of Directors & the staff members thank the Town of Shelburne for their support of programs for youth and families.

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. 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 2020:

- We received grant money from the State of NH's Child Care Recovery and Stabilization Program (CCRSP) to help us support the financial burden that we have had to face due to COVID-19. This has allowed us to support additional staffing expenses, cleaning/safety supplies and program supplies.
- We were able to reopen on September 8, 2020 after being closed for 6 months due to COVID-19. With the strict guidelines in place restricting group size and staffing we were unable to financially open before these were revised at the end of August.
- Children, families, and staff have been able to overcome new requirements and policies that have been put into place due to Covid-19. We are very thankful for the support and understanding that we have received from our families based on the difficult decisions and changes we have had to make.





*(Photographs provided by GCLC)*

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 Council 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 2020, North Country Council undertook the following activities:

- Completed stream culvert assessments in Hart's Location as part of a Saco River watershed project which aims to better understand flood vulnerability and aquatic habitat barriers.
- Facilitated four meetings of the North Country Council Transportation Advisory Committee (TAC) to 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 six RCC meetings, updating service directories, and assisting with federal grant applications to support transportation services for senior and limited-mobility residents.
- Represented 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 two NCSBC meetings and developed 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, providing a regional perspective on the development of the NH Statewide Pedestrian and Bicycle Transportation Plan.
- Continued the effort to develop an updated Regional Transportation Plan, which will identify the transportation-related needs, and opportunities of the region in the support of the development of transportation projects and reference for communities.
- Completed over 150 traffic counts to meet federal requirements and provide up-to-date information on traffic volumes across the region.
- 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.
- Created Community Profiles which provide demographic data on each community that include travel patterns, income, education, natural resources.
- Created community planning guidance documents to support local efforts in their transportation planning tasks.
- Provided mapping and data services to communities throughout the region in support of project development and funding opportunities.
- Responded to multiple requests 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 development assistance to potential and awarded grantees. In 2020 the Council provided pre-project development coaching to over 15 potential NBRC grantees.
- Convened three full Commission meetings and facilitated discussions on – Solid Waste in the North Country, Broadband 101 and Forest Society North.
- Participated in local, state, and regional level in initiatives (3-6) of various topics: housing, land use regulations, workforce development, economic resiliency, and the outdoor economy.
- Provided technical support to communities relating to municipal land use regulations, best practices, and planning opportunities.

- Assisted Coos County with the newly formed and ongoing Broadband Committee to better understand and implement broadband networks in under and unserved areas of Coos.
- Collaborated with other Regional Planning Commission's through the NH Association of Regional Planning Commissions and Director meetings in Concord.
- Supported efforts and attended the NH Planners Conference and NH Municipal Association 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).
- Continued the efforts of 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.
- Staff attended over 15 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 Solid Waste Roundtable for municipal officials and transfer station operators.
- Facilitated two household hazardous waste drop off days, removing 2,235 gallons of hazardous material from the waste stream.

# 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 6, 2021, I will complete my term as Executive Councilor.

This District is comprised of over 100 towns and four cities (Berlin, Claremont, Laconia, and Lebanon). It covers up to 1/2 of the land area, from Tilton to Pittsburg.

The five members of the Council each represent approximately 275,000 constituents. The Council meets approximately every two weeks and most of the meetings are held at the State House in Concord.

Unfortunately, due to COVID-19, from March until September, all of the Council meetings were held via telephone, and no meetings were held in each of the Councilors districts during the summer.

The Executive Council votes on all contracts with the state over \$10,000 as well as appointments to Boards and Commissions. About fifty persons from District 1 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.

The function that I enjoy most is constituent service. Again, COVID-19 presented a whole new set of problems. First of all, it restricted traveling from town to town. Secondly, after the major health crisis, nothing was more impactful than the economic devastation to individuals and businesses. One glaring example was unemployment. The week prior to

the pandemic, 500 people applied for unemployment assistance. The next four weeks, 119,000 filed for unemployment assistance. District 1, which is known for its restaurants, hotels, resorts, and hospitality industry was hit the hardest with 44 towns seeing a 20-35% unemployment rate.

If you wish to serve on any Boards or Commissions, please submit your resume to 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 [mjcryans@hotmail.com](mailto:mjcryans@hotmail.com) or 603-443-1901 or PO Box 999, Hanover, NH 03755.

I have enjoyed serving you the last two years. It has truly been an honor.

Sincerely,  
Michael Cryans  
Executive Councilor, District One

## Report of Forest Fire Warden and State Forest Ranger

This year we experienced challenging wildfire conditions which led to deep burning fires in remote locations that were difficult to extinguish. 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!

Between COVID-19 and the drought conditions, 2020 was a unique year. The drought conditions led to the need to have a Proclamation from the Governor, which banned much of the outdoor burning statewide. This, along with the vigilance of the public, helped to reduce the number of serious fires across New Hampshire. However, the fires which we did have burned deep and proved difficult to extinguish due to the lack of water. While the drought conditions have improved, we expect many areas of the state to still be experiencing abnormally dry and drought conditions this spring. For this reason, we ask everyone to remember Smokey's message about personal responsibility and follow his ABC's: Always **B**e Careful with fire. If you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**

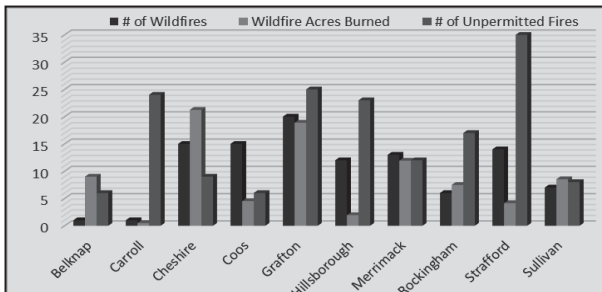
As we prepare for the 2021 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely 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 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/). For up to date information, follow us on Twitter: **@NHForestRangers**

Scan here for Fire Permits



### 2020 WILDLAND FIRE STATISTICS

(All fires reported as of December 01, 2020)



Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2020	113	89	165
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159

\*Unpermitted fires which escape control are considered Wildfires.

### CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
4	22	21	4	3	1	4	10	44

\*Miscellaneous includes power lines, fireworks, electric fences, etc...

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



**U.S. Department  
of Veterans Affairs**

In Reply Refer to: 405/00

January 15, 2021

Dear Veteran,

The White River Junction Veterans Affairs (VA) Medical Center would like to connect with Veterans in Vermont and New Hampshire who have served in the military and who may not be utilizing the full comprehensive VA medical benefits package that is available.

We are forever grateful for your service and wish to remind you that you may be eligible for important healthcare benefits and additional services. If you are not enrolled in VA healthcare or if you are enrolled but not currently utilizing services, we encourage you to consider how we may be able to support your healthcare needs and overall well-being!

The VA offers a wide variety of services ranging from assistance for Veterans seeking primary care services to various social support services. We have a robust mental health department offering one-on-one counseling, peer support (Veterans helping Veterans), group sessions, telehealth and more. We are proud to offer designated treatment areas for our women Veterans at the Women's Comprehensive Care Clinic in White River Junction.

The White River Junction VA Medical Center has seven community-based outpatient clinics located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton.

**If you would like to enroll in VA Healthcare, please call (802) 295-9363 at extension 5118 or 6281.** A single form - VA form 10-10EZ – and a copy of the DD214 is all that you need when applying. If you have any enrollment questions you can also send them directly to our enrollment email address below.

[VHAWRJVeteranEligibility@va.gov](mailto:VHAWRJVeteranEligibility@va.gov)

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.

Sincerely,

A handwritten signature in black ink that reads "Becky Rhoads".

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/spayed 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 Shelburne on town roads and rights-of-way during, and 24 hours after, a snowstorm.

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

## **SPEED LIMITS IN SHELBURNE**

The Board of Selectpersons has 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 16<sup>th</sup> - August 25<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 a Saturday to be determined in **June 2021**. 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, 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/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><i>Material must be clean, ordinary combustibles. Brush cannot exceed 5 inches in diameter.</i></p>	<p>How much help will you have during the burn?</p> <p><i>Your fire must be attended at all times, or completely extinguished.</i></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><i>Fires must be no closer than 50 feet from a structure, or 25 feet if in an approved incinerator.</i></p>	<p>Do you own the land where you plan to burn?</p> <p><i>If not, you MUST have written permission from the landowner.</i></p>
<p>When do you want to burn?</p> <p><i>Date, time of day, NO BURNING 9:00 AM to 5:00 PM unless it is raining (permit still needed even when raining).</i></p>	<p>Will you be able to extinguish your fire if someone complains?</p> <p><i>Officials could require a fire be put out if there are smoke complaints.</i></p>

What do you have for fire protection?

*A hose, shovel or rake, and a bucket of water should always 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 any 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 their 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

IN CASE OF  
EMERGENCY

BE  
PREPARED

**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.**



**SHELBURNE TOWN MEETING**

WEDNESDAY, MARCH 10<sup>TH</sup> -- 7:00 PM  
SHELBURNE ROOM of the  
TOWN & COUNTRY INN AND RESORT

**GRS  
COOPERATIVE SCHOOL DISTRICT  
MEETING**

TUESDAY, MARCH 23<sup>rd</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!!**

