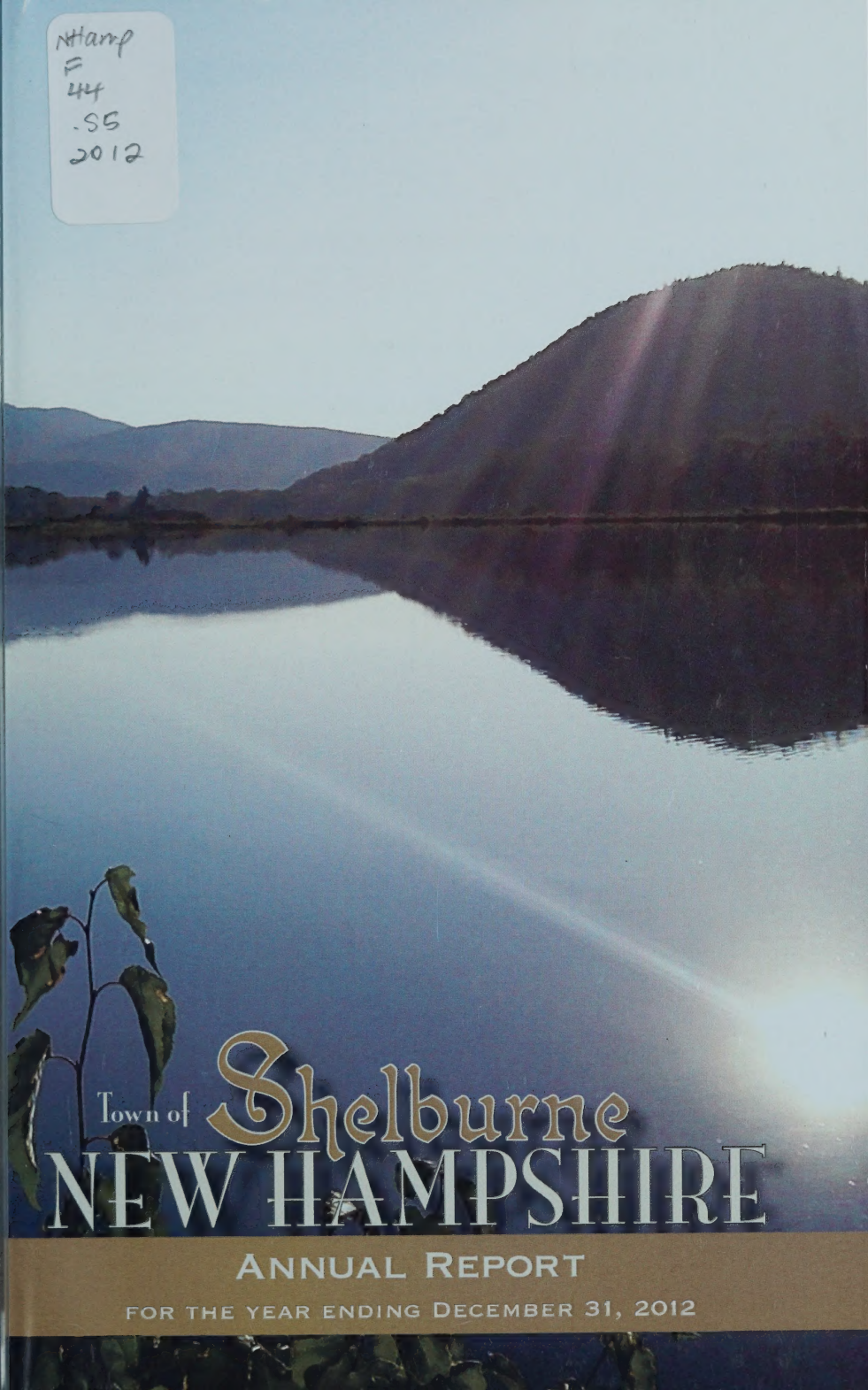


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Town of **Shelburne**
NEW HAMPSHIRE

ANNUAL REPORT

FOR THE YEAR ENDING DECEMBER 31, 2012

TOWN OF SHELBURNE OFFICERS 2012-13

SELECT PERSONS

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

ADMINISTRATIVE ASSISTANT

Jo Carpenter	466-2262
	Home 466-3840
	Cell 723-6035

BUILDING INSPECTOR

Rav Bennett	466-5270
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TOWN CLERK

Rodney Hayes	466-2947
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TAX COLLECTOR

Rodney Hayes	466-2947
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TREASURER

Robert Pinkham	466-2262
----------------	----------

GRS COOP BOARD – SHELBURNE REPRESENTATIVES

Greg Corrigan	466-5868
Jo Carpenter	466-3840
Paul Bousquet, Superintendent	466-3632

PUBLIC WORKS FOREMAN & ROAD AGENT

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

FIRE CHIEF

EMERGENCY MANAGEMENT

Stanley Judge	466-3986
---------------	----------

TOWN OFFICE	466-2262
	Fax 466-5271

E-mail – townofshelburnenh@gmail.com

Website – www.shelburnenh.com

TOWN GARAGE/ FIRE STATION	466-3465
TRANSFER STATION	466-2957

EMERGENCY - FIRE, POLICE & AMBULANCE	911
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Cover Photo – Reflection Pond by Jeff Flynn

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



**FOR THE YEAR ENDING
DECEMBER 31, 2012**

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DEDICATION

This town report is dedicated to the memory of a Shelburne citizen.



Doris Clay Lapete

Doris Clay Lapete passed away on September 2, 2012 at the age of 81. She was born in Laconia on October 28, 1930. She was a lifelong resident of the North Country and moved to Shelburne with her husband in June 1994. She was a member of the Holy Family Church in Gorham and former member of the Gorham Women's Club. She enjoyed reading, her work and especially spending time with her family.

She will be sadly missed by her husband, Chester and her children, Stephen, Michael, Jocelyn, Paul and their families.

TOWN OFFICERS 2012 - 2013

SELECT PERSONS

Lucy Evans	Term expires 2013
Heidi Behling	Term expires 2014
Stanley Judge	Term expires 2015

TREASURER

Robert Pinkham	Term expires 2015
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DEPUTY TREASURER

John Cosgriff	Term expires 2013
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TAX COLLECTOR

Rodney Hayes	Term expires 2015
--------------	-------------------

DEPUTY TAX COLLECTOR

Kimberly Landry	Term expires 2013
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TOWN CLERK

Rodney Hayes	Term expires 2014
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DEPUTY TOWN CLERK

Jo Anne Carpenter	Term expires 2013
-------------------	-------------------

ASSISTANT TOWN CLERK

Debbie Hayes

AUDITORS

Benjamin Mayerson	Term expires 2013
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MODERATOR

John Henne	Term expires 2014
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SUPERVISORS OF THE CHECKLIST

Sally Baldwin	Term expires 2014
Robin Henne	Term expires 2016
Hildreth Danforth	Term expires 2018

BALLOT CLERKS

Beverly Pinkham	Robert Pinkham
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PUBLIC WORKS FOREMAN & ROAD AGENT

Ken Simonoko

BUILDING AND CODE ENFORCEMENT

Rav Bennett

HEALTH OFFICER

Lucy Evans

FAST SQUAD

George Corriveau

Luc Corriveau

EMERGENCY MANAGEMENT

Stanley Judge

FIRE CHIEF

Warren "Tom" Hayes

BUDGET COMMITTEE

Stanley Judge

Term expires 2013

John Henne

Term expires 2013

Francis Chamberlain

Term expires 2014

David Landry

Term expires 2015

Michael Brosnan

Term expires 2015

PLANNING BOARD

Heidi Behling

Term expires 2013

Jennifer Corrigan

Term expires 2013

David Landry

Term expires 2013

Fran Chamberlain

Term expires 2014

John Carpenter

Term expires 2014

Roger Gagnon

Term expires 2015

Ann Leger

Term expires 2015

BOARD OF ADJUSTMENT

John Gralenski

Term expires 2013

Terry Davenport

Term expires 2013

Raymond Danforth

Term expires 2014

Benjamin Mayerson

Term expires 2015

David Landry

Term expires 2015

Jennifer Corrigan (alternate)

Term expires 2014

MEMORIAL FOREST

Michael Ryan

Term expires 2013

John Gralenski

Term expires 2014

Peter Behling

Term expires 2015

CEMETERY TRUSTEES

Robert Waddington	Term expires 2013
William Healy	Term expires 2014
Cynthia Gralenski	Term expires 2015

TRUSTEES OF TRUST FUNDS

Lucinda Bragg	Term expires 2013
Robin Henne	Term expires 2014
Raymond Danforth	Term expires 2015

CONSERVATION COMMISSION

Debbie Ryan	Term expires 2013
John Cosgriff	Term expires 2013
Stanley Judge	Term expires 2014
John Gralenski	Term expires 2014
David Carlisle	Term expires 2015
Mary Jo Landry	Term expires 2015

PARK COMMISSION

Kenneth Simonoko	Term expires 2013
Beverly Pinkham	Term expires 2013
Vacant	Term expires 2014
Vacant	Term expires 2015
Marc Van Sant	Term expires 2015

LANDFILL COMMITTEE

Heidi Behling	Term expires 2013
Ken Simonoko	Term expires 2013
Vacant	Term expires 2014
Raymond Danforth	Term expires 2015
John Gralenski	Term expires 2015

HERITAGE COMMISSION

Ken Simonoko	Term expires 2013
Betty Werner	Term expires 2013
Heidi Wight	Term expires 2013
Mary Jo Landry	Term expires 2014
Cynthia Gralenski	Term expires 2014
Vacant	Term expires 2015
Roger Morrissette	Term expires 2015

LIBRARY TRUSTEES

Betty Werner
Robby Cosgriff
Robert Pinkham

Term expires 2013
Term expires 2014
Term expires 2015

NORTH COUNTRY COUNCIL

Stanley Judge

John Carpenter

Surveyors of Wood, Bark and Lumber,
Fence Viewers
Sealers of Weights and Measures
THE SELECTPERSONS



STATE AND FEDERAL OFFICIALS

PRESIDENT OF THE UNITED STATES

Barack H. Obama

VICE PRESIDENT OF THE UNITED STATES

Joe Biden

U.S. SENATORS

Kelly Ayotte

Jeanne Shaheen

U.S. CONGRESSMEN

Ann McLane Kuster

Carol Shea-Porter

GOVERNOR OF NEW HAMPSHIRE

Maggie Hassan

EXECUTIVE COUNCIL

Raymond S. Burton

STATE SENATOR (District 1)

Jeff Woodburn

STATE REPRESENTATIVE (District 3)

William Hatch

SPECIAL THANK YOU

To Stan Judge, Lucy Evans and Heidi Behling: Thank you for the job you do as Shelburne's governing body. You care about Shelburne and find time in your busy lives to take on this thankless job.

To John Gralenski: Thank you for donating your time to help out at the Transfer Station on Saturday mornings, serving on the Landfill Committee and working in the Town Forest.

To Roma Hayes, Reny Demers, Bob and Bev Pinkham: Thank you for your help with the Community Breakfasts

To Ben Mayerson: Thank you for hosting a website for the town. We appreciate the work you do to make it a great site. Also thank you for doing a great job as our town auditor.

To Ann Leger for all your creative help on the town report.

To Beverly Pinkham for taking care of the town hall flower garden and the large planter in the park.

To Ray Danforth: Thank you for help with our energy and landfill issues and especially helping to address many issues with the DES that arose from the Transfer Station fire.

To Ken and Paula Simonoko, Matt Tassej and the many other volunteers who contribute to Dump'n Donuts each week making it fun to take that weekly trip to the Transfer Station..

To everyone that takes the time to volunteer to serve on committees or to hold town office: Thank you!!! It is all of you that make Shelburne a very special place to live.

To the citizens of Shelburne: Thank you for your support and understanding as we faced the aftermath of the Transfer Station Fire and waded through the slow process of clean up and rebuilding.

TOWN OF SHELBURNE TOWN MEETING MINUTES

March 13, 2012

The polls will be opened at 5 PM and closed at 9 PM.

The Annual Town Meeting of the Town of Shelburne, New Hampshire, was held at the Shelburne Town Hall, on Tuesday, March 13, 2012, 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 – Appendix E – Flood Plain Overlay District (printed ballot)
3. It was voted to accept the reports of Town Officers heretofore chosen as printed in the Town Report.
Motion: Greg Corrigan Second: Stanley Judge
4. It was voted **TO RAISE AND APPROPRIATE** the sum of \$340,655 for **General Operation**.
Motion: John Carpenter Second: Greg Corrigan

4130 Executive	\$26,750
4140 Election, Registration, & Vital Statistics	\$9,950
4150 Financial Administration	\$20,431
4152 Revaluation of Property	\$7,350
4153 Legal Expense	\$4,000
4155 Employee Benefits	\$48,225
4191 Planning and Zoning	\$2,800
4194 General Government Buildings	\$34,800
4195 Cemetery (\$3,000 from Cem Maint. CR, \$120 from Cem Trust Fds to offset)	\$4,000
4196 Insurance	\$12,700
4197 Regional Association	\$512
4210 Police	\$14,000
4215 Ambulance	\$11,868
4220 Fire Department	\$16,650
4221 Fire Warden	\$2,500

4240 Building Inspection	\$2,500
4250 Dispatch Agreement	\$2,344
4290 Emergency Management	\$3,050
4312 Highway	\$66,095
4324 Solid Waste Disposal	\$37,450
4414 Animal Control	\$200
4415 Health	\$630
4444 Welfare	\$5,000
4520 Parks & Recreation	\$4,000
4550 Library	\$1,150
4590 Memorial Forest	\$400
4611 Conservation Commission	\$500
4723 Int. TAN Note	\$800

5. It was voted to give the Board of Selectpersons permission to enter into a 1 year contract with the Town of Gorham for Police Services (both emergency and general calls) at a cost of \$14,000. *{The money to fund this appropriation is included in the operating budget, Warrant Article 4.}*

Motion: Lucy Evans

Second: Greg Corrigan

Discussion of Article #5 Police Services

Lucy Evans said the Board of Selectmen was divided on issue.

Greg Corrigan asked if it was a fixed price or per call? The cost last year was \$3,000 on a per call basis.

Steve Tassej asked if we could cover locally to save money.

Marc Van Sant said the Sheriff Dept. doesn't cover area.

John Cosgriff asked if we could take or leave the Gorham Police coverage. Lucy Evans says yes.

Someone asked about the number of calls: 37 emergency and 95 general.

John Carpenter asked if the item passed could it be amended and/or negotiated with Gorham. No, said Lucy.

Marlene Marchand asked if we had given \$14,000 already. No, said Lucy.

John Carpenter asked if ambulance service requires a police presence, and if so, where does it come from?

Robin Henne stated that she was uncomfortable with the response time from the State Police

Eva Jane Demers asked if the Town & Country had to pay for police service. Heidi Behling answered that Shelburne pays for it now.

John Cosgriff asked about page 91, regarding the *2011 Call for Service Statistics*.

Stan Judge said that of 81 calls, 42 were answered by Gorham, and the rest by State Police. And said it was very good deal for Shelburne, but he didn't know the full involvement of the Gorham Police.

Jo Carpenter said that in the past the Town & Country asked Gorham, but the State Police have covered.

John Cosgriff asked if there could be any negotiation with Gorham. Lucy answered that they wouldn't budge.

Heidi said there was no discussion with Gorham about the price because Shelburne realized that 2011 and previous years have been extremely inexpensive due to volunteer and/or low cost coverage. She felt that the State Police coverage was about even with Gorham's, saying they've really stepped up.

Article #5 was voted on by secret ballot and passed with 40 yes votes and 26 no votes

6. It was voted **TO RAISE AND APPROPRIATE \$2,000** for the purpose of long-term planning for updating the town's Master Plan and/or updating the zoning ordinance or other planning regulations. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the work is complete or December 31, 2017, whichever is sooner.

Motion: Greg Corrigan Second: Steve Tassey

7. It was voted **TO RAISE AND APPROPRIATE \$20,000** to be added to the **Heavy Highway Equipment Capital Reserve Fund** previously established. (12/31/2011 Balance - \$27,251.65)

Motion: Greg Corrigan Second: Heidi Behling

8. It was voted **TO RAISE AND APPROPRIATE \$6,500** to be added to the existing **Fire Truck Capital Reserve Fund** previously established.

(12/31/2011 Balance - \$40,964.69)

Motion: Burt Meyers Second: Greg Corrigan

9. It was voted **TO RAISE AND APPROPRIATE** the sum of \$4,000 to be added to the **Fire Department Equipment Capital Reserve Fund** previously established. (12/31/2011 Balance - \$4,089.45)

Motion: Greg Corrigan

Second: Jo Carpenter

10. It was voted **TO RAISE AND APPROPRIATE** \$20,000 to be added to the **Paving Capital Reserve Fund** previously established. (12/31/2011 Balance - \$42,029.80)

Motion: Greg Corrigan

Second: Lucy Evans

11. It was voted **TO RAISE AND APPROPRIATE** \$4,600 to be added to the existing **Revaluation Capital Reserve Fund** previously established. (12/31/2011 Balance - \$12.89)

Motion: Greg Corrigan

Second: Steve Tassej

12. It was voted **TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Peabody Farm Museum Capital Reserve Fund** previously established. 12/31/2011 Balance - \$9,106.28)

Motion: Greg Corrigan

Second: Betty Werner

Greg Corrigan asked if there was a goal amount for the Peabody Farm Fund. Hildy Danforth said, not really.

13. It was voted **TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Cemetery Equipment Capital Reserve Fund** previously established. (12/31/2011 Balance - \$1,645.13)

Motion: Greg Corrigan Second: Fran Chamberlain

14. It was voted **TO RAISE AND APPROPRIATE** \$8,000 to be added to the existing **Town Building Capital Reserve Fund** previously established. (12/31/2011 Balance - \$73,813.49)

Motion: Greg Corrigan

Second: Heidi Behling

Steve Tassej asked what we are doing with the money.

Stan Judge replied that the plan was to put a new facility at the landfill to take the place of the workshop that Ken has at the town garage. Stan said that work area and storage is sub-standard.

John Henne asked what the target amount for this new building? Stan replied \$120,000.

Greg Corrigan asked to clarify new storage fund name?

Ray Danforth replied that is called the Town Building Capital Reserve Fund.

15. It was voted **TO RAISE AND APPROPRIATE** \$3,000 to be added to the Cemetery Maintenance Capital Reserve Fund previously established. This represents the sum of money received from the sale of cemetery lots in 2011. This sum to come from fund balance (surplus) and no amount to be raised from taxation. (12/31/2011 Balance \$13,163.55)

Motion: Greg Corrigan Second: Fran Chamberlain

16. It was voted **TO RAISE AND APPROPRIATE** \$1,000 to be added to the existing **Sand/Gravel Expendable Trust** previously established. (12/31/2011 Balance - \$4,140.00)

Motion: Lucy Evans Second: Greg Corrigan

17. It was voted **TO RAISE AND APPROPRIATE** \$23,000 to be added to the existing **General Building Maintenance Expendable Trust Fund** previously established and **VOTE** to withdraw \$12,526 from the Land Use Change Fund toward this amount; the balance (\$10,474) to be raised by taxation. (12/31/2011 Balance - \$\$11,106.97)

Motion Stanley Judge Second: Greg Corrigan

Tim Buxton asked for clarification of Land Use Change Fund. Jo Carpenter explained and item passed.

18. It was voted **TO APPROVE** the following:

Resolved: That on the adoption of this article the Chief of the Shelburne Fire Department will be appointed by the Shelburne Board of Selectpersons and shall report to said Board. The Board will ask the Shelburne Fire Department to nominate qualified individuals for this position but shall not be limited to those nominations. The term of the appointment shall be three years.

The requirements for Fire Chief shall include but not be limited to the following:

- Must pass a physical examination deemed appropriate by the NH Fire Standards Board or by the New Hampshire Local Government Center.
- Within 6 months of appointment be current and certified as appropriate on all training (if reasonably available), including
 - Must be a certified Firefighter I
 - All other requirements mandated by either the State of New Hampshire or the town of Shelburne relative to this position.

(By petition)

Motion: Ray Danforth Second: Greg Corrigan

Document Presented by the petitioners

Background:

The Shelburne Fire Department is a Paid Call Department, no longer a volunteer department. Because of this all firemen are deemed to be employees of the Town with the TOWN accepting accountability for their actions, their training, and their safety. The person primarily responsible for managing this is the Fire Department Chief. However failure to meet any of these responsibilities results in the onus falling to the Select Persons, and therefore the TOWN. At this time the Select Persons have no role in the selection process of the Fire Department Chief, the person directly responsible for the management of the department. The adoption of this article will give the Select Persons input into the process consistent with their responsibilities and help address the following list of concerns.

Concerns/Issues:

1. Training
 - a. Lack of a complete formal written training program.
 - b. There is a general lack of operating procedures with which to train Department Members.
 - c. There is a general lack of records of training and qualifications of Department Members.
2. Fit for Duty
 - a. There is no formal process to assess Department Members ability to perform the tasks required by their duties: both from a training perspective and from their physical condition.
 - b. Lack of records showing that Department Members have been trained and certified for the duties they perform such as the use of SCBA's.

- c. Lack of current complete inspection records of all equipment showing that it is fit for duty.
 - d. There is no procedure to be certain that all equipment is replaced before its expiration date.
3. Legal
- a. The Department must receive regular training on the legal responsibilities of the Department to be able to comply with NH RSA's and DES rules.
 - b. Department Members need to be trained on the legal liabilities of the Department and the potential liabilities to the Town for actions taken by the Department.
4. Fiscal
- a. The Department has not developed and presented a detailed accurate and complete budget to the Select Persons and Budget Committee
 - b. The Department has not submitted a proposed written capital plan for equipment or other resources it requires for the ensuing years.
 - c. Buildings assigned to the Fire Department have not been managed in accordance with Town policies
 - d. Mutual Aid and HAZMAT agreements must be kept current and active to avoid significant expenses for the Town.

Therefore, based on all of the above issues and the ultimate concern that the Town and the Select Persons are responsible for the actions of the Fire Department, Article 18 of the Warrant has been submitted by petition to have the Fire Department Chief appointed by the Select Persons with certain qualification requirements. This will give the Select Persons the level of oversight that is needed to protect the members of the TOWN. We urge that you support this warrant article and vote it in the affirmative.

Discussion

Ray Danforth and John Carpenter passed out an information sheet with explanation about this article. Discussion followed:

John Carpenter reiterated the wording on the info sheet saying that a paid fire department is subject to all state rules, are employees of the town, and presently the selectmen have no

role or say about how the Chief conducts his actions. The \$2,000 fine that the Town had to pay as a result of this fall's past actions by the Fire Department is of great concern. This was followed by discussion of the physical requirements.

Marc Van Sant asked which guidelines the physical test was based on.

Ray Danforth replied that the physical requirements would be developed for each individual in the department. These would be developed in cooperation with the Chief, selectmen and others in the department.

Someone asked what the current wage was for firefighters.

Answered: \$11/hr. for Chief and down to \$8.75 for others.

Someone asked how does the Fire Department feel about this?

Bert Meyers asked why are we getting rid of the Chief after all his years of service?

John Carpenter replied that we wouldn't get rid of Tommy if he passed the physical requirements.

It was noted that most of the volunteer Fire Fighters are in their 60's, and concern was how they would be able to pass the physical. It was replied that the Town has gotten by with inexpensive and some unqualified individuals, but at some point will have to pay a fair price for Police and Fire protection.

Bob Langlands stated that the concerns about qualifications are huge. May not be enough volunteers, and if we appoint a new Chief it may increase the budget. If no Fire Department, homeowners insurance will go up.

Ray Danforth replied that if we have no Fire Department the Town's insurance company may drop coverage, and thereby increasing liability. He also noted that this article won't go into effect for a year, and most towns appoint a Chief. Ray reiterated again about the \$2,000 fine the Town had to pay.

Some asked what the new regulations are. Ray replied that most have been in effect for years and aren't new.

Bert Meyers stated that he had called his insurance company and was told that his would go up \$1,100 if Town has no Fire Department.

Steve Tassej noted that there seemed to be nothing unreasonable in the article.

Chris Halle asked what if the Fire Department disbands on its own.

Ray replied that we would find more volunteers, but it might take some time.

Katie Stewart asked if the Fire Department disbands, will the mutual aid arrangements remain.

Ray replied that it can be done to get coverage.

Tim Buxton asked how many Fire Fighters with the Firefighter I certification do we have now?

Jo said that she thinks we have 2, and she noted that Gorham has several too.

Joyce Scott asked if we were voting for the qualifications.

John Henne replied that we were only voting on the Chief.

Ray mention again that individual qualifications would be determined later in cooperation with chief, selectmen, volunteers, etc.

Article #18 was voted on by secret ballot and passed with 47 yes votes and 23 no votes

19. It was voted **TO RAISE AND APPROPRIATE** the sum of \$1,000 for the purpose of **supporting the Family Resource Center** at Gorham. (*By petition*)

Motion: Stanley Judge Second: Aldea D'alphonso

20. It was voted **TO RAISE AND APPROPRIATE** the sum of \$2,000 for the purpose of **supporting the Gorham Community Learning Center** at Gorham. (*By petition*)

Motion: Greg Corrigan Second: Peter Nickerson

Lucy Evans stated that the board of Selectmen did not recommend this, and stated the reason was that the Town had spent \$1,500 last year and were hoping to do the same again.

Greg Corrigan and others spoke highly of the preschool program.

Ray Danforth urged those present to not vote in favor of the amendment for \$1,500.

Robert Langland made a motion to amend the article to raise and appropriate \$1,500 for the purpose of supporting the Gorham Community Learning Center. Lucy Evans seconded the motion.

The vote was called with 26 in favor and 34 against, resulting on failure of the new amendment.

John Henne, the Moderator, called for a voice vote for the original \$2,000 and it was passed.

21. It was voted **TO AUTHORIZE** the Selectmen to dispose of Municipal assets (recyclables, etc.) under the authority of RSA 31:3.

Motion: Greg Corrigan Second: Aldea D'alphonso

22. **To TRANSACT ANY OTHER BUSINESS** that may legally come before said meeting.

Lucy Evans reminded everyone that Community Service Day for the Middle School was being held in early May any senior citizens who would like students to help with yard work or other jobs can call the school to schedule students to come to their home to do work.

Hildy Danforth thanked the Budget Committee for their important work.

The polls closed at 9 PM and the ballots were counted.

Article 1

Selectperson for 3 yrs

Stanley Judge – 69 votes

Josh Labonville – 1 vote

Warren Hayes – 1 vote

Tr of Trust Funds for 3yrs

Raymond Danforth – 69 votes

Cemetery Com for 3 yrs

Cynthia Gralenski – 70 votes

Library Tr. For 3 yrs

Robert Pinkham – 69 votes

Tax Collector for 3 yrs

Rodney Hayes – 77votes

Town Clerk for 3 years
Rodney Hayes – 76 votes

Sup of Cklist for 2 years
Sally Baldwin – 48 votes
Joyce Carlisle – 1 vote
Connie Landry – 1 vote
Robin Henne – 1 vote
Rodney Hayes – 1 vote

Treasurer for 3 years
Robert Pinkham – 72 votes

Moderator for 2 years
John Henne – 71 votes

Budget Com for 2 yrs
David Landry – 48 votes
Ted Peabody – 1 vote
Randy Stiles – 1 vote

Sup of Cklist – 6 yrs
Hildreth Danforth – 69 votes

Budget Com for 3 yrs
Mike Brosnan – 52 votes
Ted Peabody - vote

Mem Forest Com for 3 yrs
Peter Behling – 70 votes
John Gralenski – 1 vote

Tr of Trust Funds for 1 yr
Lucinda Bragg – 47 votes

Article 2

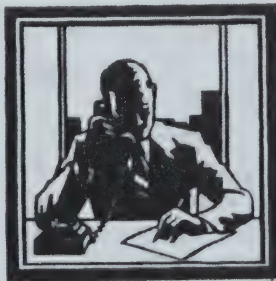
Zoning Amendment 1 – Changes in Flood Plain Overlay District

Yes – 75 vote

No – 3 votes

On a motion by Hildy Danforth and a second by Robin Henne the meeting was adjourned at 9:25 PM.

Respectfully submitted,
Rodney A. Hayes
Town Clerk



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FINANCIAL REPORTS



STATEMENT OF APPROPRIATION AND TAXES ASSESSED

APPROPRIATIONS

GENERAL GOVERNMENT

Executive	26,750
Election, Reg. & Vital Statistics	9,950
Financial Administration	20,431
Revaluation of Property	7,350
Legal Expense	4,000
Personnel Admin.	48,225
Planning & Zoning	2,800
General Government Buildings	34,800
Cemeteries	4,000
Insurance	12,700
Regional Association	512

PUBLIC SAFETY

Police Dept.	14,000
Ambulance	11,868
Fire Dept.	16,650
Fire Warden	2,500
Building Inspection	2,500
Emergency Management	3,050
Dispatch Service	2,344

HIGHWAY & STREETS

Highways	66,095
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SANITATION

Solid Waste Disposal	37,450
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HEALTH

Pest Control	200
Health Agencies	630

WELFARE

Direct Assistance	5,000
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CULTURE & RECREATION

Parks & Recreation	4,000
Library	1,150

Memorial Forest	400
CONSERVATION	
Conservation Commission	500
DEBT SERVICE	
Principal - L.T. Bonds & Notes	0
Interest - Long term Bonds & Notes	0
Interest on Tax Anticipation Note	800
CAPITAL OUTLAY	
Family Resource Center	1,000
Gorham Community Learning Center	2,000
OPERATING TRANSFERS OUT	
Cemetery Maintenance CR	3,000
Cemetery Equipment CR	500
Heavy Highway Equipment CR	20,000
Fire Truck CR	6,500
Fire Equipment CR	4,000
Paving CR	20,000
Revaluation CR	4,600
Town Building CR	8,000
Peabody Farm CR	500
Expendable Trust	
Fire Dept. Mutual Aid Expendable Trust	0
Household Hazardous Waste	0
Town Vehicle Maintenance Expendable Trust	0
Sand/Gravel Expendable Trust	1,000
General Building Maintenance Trust	23,000
TOTAL	\$ 436,755
SOURCES OF REVENUE	
TAXES	
Land Use Change Tax	12,526
Yield Taxes	4,915
Payment in Lieu of Taxes	40,404
Interest and Penalties on Taxes	3,200
Excavation Tax	23

LICENSES, PERMITS AND FEES

Business Licenses and Permits	75
Motor Vehicle Permit Fees	61,000
Building Permits	600
Other Permits, Licenses & Fees	800

FROM STATE

Shared Revenue & Room	0
Room & Meals	16,642
Highway Block Grant	13,277
Other - RR Tax	1,973

CHARGES FOR SERVICES

Landfill - Sale recyclables & PAYT	6,300
Other Charges - Plowing, Burial Fees	500

MISCELLANEOUS REVENUES

Sale of Municipal Property	250
Interest on Investments	150
Other - Dividends, Insurance Reimb, grant, etc.	3,000

INTERFUND OPERATING TRANSFERS IN

Capital Reserve Funds	3,000
Cemetery Trust Funds	100

OTHER FINANCING SOURCES

Proceeds from Long-term note	0
Taken from surplus to reduce taxes	20,000
Voted from surplus to Cemetery Maintenance CR	3,000

TOTAL **\$ 191,735**

TAX RATE COMPUTATION

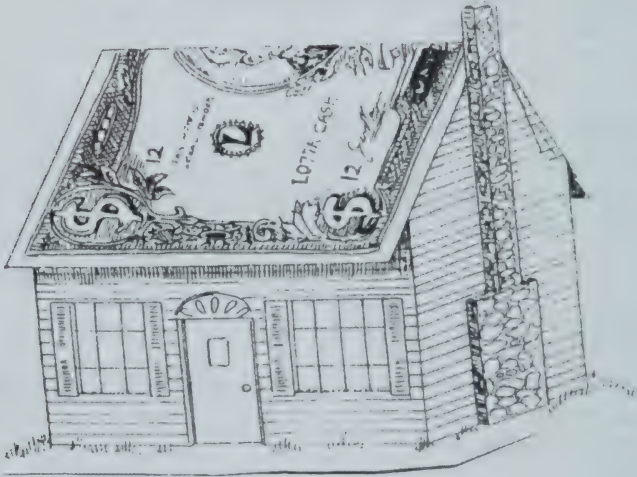
Total Town Appropriations	436,755
Less: Revenues	191,735
Less: Shared Revenue	0
Add: Overlay	6,097
War Services Credits	4000
Net Town Appropriation	255,117
Net Local Regional School Tax Assessment	449,911
State Education Tax Assessment	119,780

Net County Tax Assessment	348,486
Total of Town, School & County	\$1,173,294
Less: War Service Credit	-4,000
 Property Taxes to be raised	 \$1,169,294
 Net Assessed Valuation	 \$81,527,665
Assessed Valuation- no utilities	\$49,981,465

The tax rate breaks down as follows:

Town:	\$ 3.13 per \$ 1,000
Local School:	\$ 5.52 per \$ 1,000
State School:	\$ 2.40 per \$ 1,000
County:	\$ 4.27 per \$ 1,000
 Total	 \$ 15.32 per \$ 1,000

Note: Shelburne's equalized valuation ratio for 2012 was 100%



COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

Title of Appropriation	Amount of Appropriation	Expenditures	Unexpended Balances	Overdrafts
Executive	\$ 26,750.00	\$ 27,600.14	\$ 0.00	\$ 850.14
Elec., Reg. & V. Stat.	9,950.00	8,458.03	1,491.97	0.00
Financial Admin.	20,431.00	18,475.47	1,955.53	0.00
Legal Expense	4,000.00	449.96	3,550.04	0.00
Revaluation of Property	7,350.00	7,350.00	0.00	0.00
Employee Benefits	48,225.00	48,510.28	0.00	285.28
Planning & Zoning	2,800.00	534.60	2,265.40	0.00
General Government Buildings	34,800.00	28,575.16	6,224.84	0.00
Cemeteries	4,000.00	3,311.55	688.45	0.00
Insurance	12,700.00	12,590.37	109.63	0.00
Regional Association	512.00	511.39	0.61	0.00
Police	14,000.00	14,000.00	0.00	0.00
Ambulance	11,868.00	11,867.73	0.27	0.00
Fire	16,650.00	21,310.17	0.00	4,660.17
Fire Warden	2,500.00	153.42	2,346.58	0.00
Building Inspection	2,500.00	1,732.15	767.85	0.00
Emergency Management	3,050.00	3,314.38	0.00	264.38
Dispatch	2,344.00	2,343.54	0.46	0.00
Highway	66,095.00	66,860.90	0.00	765.90
Solid Waste Disposal	37,450.00	38,664.36	0.00	1,214.36
Health Agencies	630.00	629.00	1.00	0.00
Animal Control	200.00	0.00	200.00	0.00
Welfare	5,000.00	300.00	4,700.00	0.00
Parks & Recreation	4,000.00	2,280.90	1,719.10	0.00
Library	1,150.00	1,150.00	0.00	0.00
Memorial Forest	400.00	633.70	0.00	233.70
Conservation Commission	500.00	499.98	0.02	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	800.00	0.00	800.00	0.00
Family Resource Center	1,000.00	1,000.00	0.00	0.00
Gorham Community Learning Ctr.	2,000.00	2,000.00	0.00	0.00
Master Plan	2,000.00	0.00	2,000.00	0.00
To Capital Reserve Funds	67,100.00	67,100.00	0.00	0.00
To Expendable Trust Fund	24,000.00	24,000.00	0.00	0.00
TOTAL	436,755.00	416,207.18	28,821.75	8,273.93

TOWN CLERKS REPORT

Motor Vehicle Fees	63,341.00
Auto Titles	178.00
Auto Transfers	165.00
Town Clerk fees	553.00
Birth Certificates	25.00
Death certificates	15.00
Dog Licenses	565.00
Dog Fines	7.00
Vital Statistics	25.00
Checklist copies	625.00
UCCs	165.00
Total	\$ 65,664.00

Rodney Hayes, Town Clerk

SCHEDULE OF TOWN PROPERTY

Town Hall, Land & Buildings	247,600.00
Contents	50,000.00
Library	25,000.00
Fire Dept. Land, Building	62,800.00
Equipment	69,250.00
Highway Dept. Land, Buildings	62,800.00
Equipment	251,248.00
Materials & Supplies	4,000.00
Chester C. Hayes Memorial Park	75,100.00
Park Pavilion, etc.	10,600.00
Town Memorial Forest & Evans Cemetery	126,900.00
Property - 2 lots	97,800.00
Wheeler & Leadmine Cemeteries	85,500.00
Peabody House & Land	127,700.00
Contents	10,000.00
Landfill Buildings	8,000.00
Equipment	0.00
Town Landfill Site	112,900.00
Total	\$1,427,198.00

TOWN OFFICERS SALARIES

<u>OFFICE</u>	<u>2012</u>	<u>2013</u>
Selectpersons(3)	\$1,500	\$1,500
Town Clerk	\$12.00/hr	\$2,700/year
Deputy Town Clerk	\$80	\$80
Moderator	\$80/election	\$80/election
Supervisors of Checklist(3)	\$10/sitting + \$60/election	\$10/sitting + \$60/election
Ballot Clerks(2)	\$40/election	\$40/election
Treasurer	\$1,000	\$1,000
Deputy Treasurer	\$80	\$80
Tax Collector	\$3,200 + training	\$3,200 + training
Deputy Tax Coll.	\$80	\$80
Auditor	\$800	\$800
Trustees of Trust Funds(3)	1@ \$100, 2@ \$40	2@ \$100, 1 @ \$40
Building Inspector	\$200 +fees	\$200+ fees
Librarian	\$200	\$200
Children's Librarian	\$100	\$100

TAX COLLECTOR'S REPORT
Summary of Tax Accounts
Fiscal Year Ended December 31, 2012

DEBITS

UNCOLLECTED AT THE BEGINNING OF THE YEAR

	2012	2011	2010+
Property Taxes:		25,449.88	0.00
Excavation Tax:		0.00	0.00
Land Use Change		2,000.00	0.00
Yield		0.00	0.00
Prior Years' Credit	(667.50)		
This Year New Credits	(32.90)		

TAXES COMMITTED DURING THIS FISCAL YEAR

Property Taxes:	1,169,601.00	0.00
L U Change Tax:	0.00	0.00
Yield Taxes:	7,141.79	0.00
Excavation Tax:	23.06	0.00

OVERPAYMENT REFUNDS

Interest -Late Tax	359.70	2,333.35	0.00
TOTAL DEBITS:	\$1,176,425.15	29,783.23	0.00

CREDITS

REMITTED TO TREASURER DURING THIS FISCAL YEAR

	2012	2011	2010+
Property Taxes	1,140,841.51	16,121.49	0.00
LU Change	0.00	0.00	0.00
Yield Taxes:	5,412.62	0.00	0.00
Interest/Penalties:	359.70	2,333.35	0.00
Excavation Tax:	23.06	0.00	0.00
Conversion to Lien:	0.00	10,981.02	0.00
Pri yr Overpay Assign	(667.50)	0.00	0.00

ABATEMENTS MADE DURING THIS FISCAL YEAR

Property Taxes:	0.00	90.00	0.00
Yield Tax	0.00	0.00	0.00

UNCOLLECTED AT THE END OF THE FISCAL YEAR

Property Taxes:	28,759.49	0.00	0.00
LU Change Taxes	0.00	0.00	0.00
Yield Taxes	1,729.17	0.00	0.00
P. Tax Credit Bal	(32.90)	0.00	0.00

TOTAL CREDITS: \$1,176,425.15 29,783.33 0.00

DEBITS**UNREDEEMED & EXECUTED LIENS**

	2012	2011	2010	2009+
Unredeemed:	0.00	0.00	4,363.28	1,404.06
Liens Executed:	0.00	12,078.46	0.00	0.00
Unredeemed Elderly	0.00	0.00	0.00	0.00
Elderly Liens Execut	0.00	0.00	0.00	0.00
Interests & Costs Collected	0.00	343.31	59.25	361.68

TOTAL

LIEN DEBITS: 0.00 12,421.77 4,422.53 1,765.74

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

	2012	2011	2010	2009+
Redemptions:	0.00	2,866.73	661.01	1,404.06
Interest./Costs:	0.00	343.31	59.25	361.68
Abatements:	0.00	0.00	0.00	0.00
Liens Deeded:	0.00	0.00	0.00	0.00

Bal - Year End: 0.00 9,211.73 3,702.27 0.00

TOTAL

LIEN CREDITS: 0.00 12,421.77 4,422.53 1,765.74



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.

Rodney Hayes, Tax Collector

TREASURER'S REPORT

Checking Account

Opening Balance 1/1/12	65,639.94
Revenues	1,421,618.77
Transfers from other accounts	289,934.00
Expenditures	(1,483,788.86)
Transfers to other accounts	(234,069.50)
Balance 12/31/12	\$59,334.35

Conservation Commission Savings Account

Opening Balance 1/1/12	4,470.96
Interest earned	5.33
Transfer from other accounts	275.00
Balance 12/31/12	\$ 4,470.94751.29

Money Market – Northway Bank

Opening Balance 1/1/12	142,834.91
Transfer from other accounts	190,000.00
Interest earned	37.32
Transfer to other accounts	(185,000.00)
Balance 12/31/12	\$147,872.23

NH Public Deposit Investment Pool

Opening Balance 1/1/12	22,621.77
Transfer from other accounts	167,197.15
Interest earned	21.89
Transfer to other accounts	(163,140.00)
Balance 12/31/12	\$ 26,700.81

Money Market Account – Laconia Bank

Opening Balance 1/1/12	6,243.26
Interest earned	3.10
Balance 12/31/12	\$ 6,246.36

Land Use Change Account

Opening Balance 1/1/12	12,689.58
Revenues	0.00
Interest Earned	10.15
Transfer to other accounts	12,526.00
Balance 12/31/12	\$ 173.73

Landfill Fees Account

Opening Balance 1/1/12	25,809.15
Revenues	783.40
Transfer from other accounts	794.50
Interest Earned	18.80
Transfer to other accounts	20,000.00
Balance 12/31/12	\$ 7,405.85

Town Forest Account

Opening Balance 1/1/12	4,366.01
Interest earned	5.11
Transfer to other accounts	(368.00)
Balance 12/31/12	\$ 4,003.12

**Total all funds on hand
December 31, 2012**

\$ 256,487.73

Robert F. Pinkham, Treasurer



BALANCE SHEET - DECEMBER 31, 2012

ASSETS

CASH

General Fund		59,334.35
Northway Money Market		147,872.23
Laconia Money Market Fund		6,246.36
Invest. Pool		26,700.81

Cap. Res. Funds

H Highway	19,281.08	
Paving	9,037.16	
Revaluation	4,613.53	
Cemetery. Maint	13,180.07	
Peabody Museum	9,606.28	
Cemetery Equip	1,747.34	
Town Building	81,894.13	
Fire Equip	3,483.45	
Fire Truck	<u>47,509.91</u>	

190,362.95

Cemetery Trust Funds

Wheeler Cemetery Trust Fund		19,785.51
Fire Mutual Aid Expend Trust		2,067.80
Household Hazardous Waste Expend Trust		829.18
Vehicle Maintenance Expend Trust		801.56
Sand Gravel Expend Trust		10,229.13
Buildings Maintenance Expend Trust		5,145.00
		11,565.00

Funds with Dept.

Library		
Cking	2,013.95	
CD	<u>2,593.92</u>	
		4,607.87
Cons. Comm.	4,751.29	
Land Use Change	173.73	
Town Forest	4,003.12	
Ldfill Fees	7,405.85	

230,941.86

ACCOUNTS RECEIVABLE

Town Clerk	0.00	
Pistol Permit	10.00	
		10.00

Uncollected taxes

Property - 11	28,759.49	
Timber tax	1,729.17	
Tax Liens	12,914.00	
		43,402.66

TOWN PROPERTY

Land & Buildings	1,102,700.00	
Equipment	320,498.00	
Inv. & Supplies	<u>4,000.00</u>	
		1,427,198.00

TOTAL ASSETS

\$1,972,492.48

BALANCE SHEET - DECEMBER 31, 2012**LIABILITIES & NET WORTH****ACCOUNTS PAYABLE**

School Distr.	99,691.00
NH Retire System	1,464.97
IRS	3,464.92
Town of Gorham - Dispatch	585.89
Town of Gorham-PD	7,000.00
The Daily Sun	160.00
Avitar	612.50
Horizons Engineering	617.50
Upton & Hatfield, LLP	227.11
Due to Landfill Fees Acct	25.00
Due To Land Use Change	257.37
Morrison & Sylvester	227.50
Treas. State of NH - fuel	<u>117.56</u>

114,451.32
32,920.75

OVERLAY**MONIES ENCUMBERED FOR DEPARTMENTS**

Meadows Bridge	300.00
Tax overpayments	32.90
Environmental Projects	2,003.45
Municipal Agent Money	1,100.00
Master Plan	2,000.00

CR FUNDS

H Highway	19,281.08
Paving	9,037.16
Revaluation	4,613.53
Cem. Maint.	13,180.07
Peabody Farm	9,616.28
Cem. Equip.	1,747.34
Town Bldg	81,894.13
Fire Equip	3,483.45
Fire Truck	<u>47,509.91</u>

190,362.95

CEMETERY TRUST FUNDS**WHEELER TRUST FUND****EXPENDABLE TRUST FUNDS**

Fire Mutual Aid	829.18
HH Waste	801.56
Vehicle Maint	10,229.13
Sand/Gravel	5,145.00
Bldg Maint.	11,565.08

REVOLVING FUNDS

Library	4,607.87
Cons. Comm.	4,751.29
Land Use Change	173.73
Town Forest	4,003.12
Ldfill Fees	<u>7,405.85</u>

20,941.86

NET WORTH**SURPLUS****TOTAL LIABILITIES & NET WORTH**

1,427,198.00
130,757.99
1,972,492.48

SUMMARY OF REVENUES

Revenue from Tax Collector	1,182,059.79
Revenue from Town Clerk	65,664.00
From State and Federal Government	72,294.10
From Local Sources	13,737.65
Miscellaneous	89,415.83
From CR & Trusts	124,197.14

TOTAL REVENUES

\$ 1,547,368.51

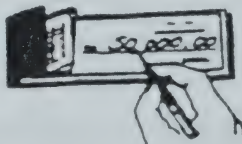


SUMMARY OF EXPENDITURES

General Government	153,306.73
Public Safety	47,135.50
Highway Department	67,148.21
Sanitation	38,046.86
Health/Welfare	929.00
Culture & Recreation	4,064.60
Conservation Commission	224.98
Debt Service	0.00
Payment to Capital Reserve	67,100.00
Payment to Expendable Trust	24,000.00
County Budget	348,486.00
School District	549,282.00
Tax Lien	12,078.46
Encumbered Money	11,445.80
Family Resource Center	1,000.00
Gorham Community Learning Center	2,000.00
Skid Steer	20,000.00
Miscellaneous	228,640.72

TOTAL

\$ 1,574,888.86



DETAILED STATEMENT OF REVENUES

TAX COLLECTOR

Property Taxes	1,156,830.00
Property Taxes – overpayments	32.90
Property Taxes – pre-payments	133.00
Interest-property taxes	1,353.71
Excavation Tax	23.06
Yield Taxes	5,412.62
Land Use Change Tax	257.37
Interest – Land Use Change	242.63
Interest – Yield Tax	0.00
Tax Sale Redemption	4,931.80
Conversion to lien	12,078.46
Interest-tax lien	764.24
	<u>1,182,059.79</u>

TOWN CLERK

Motor Vehicle Registration	63,341.00
Motor Vehicle Titles	178.00
Motor Vehicle Transfers	165.00
Motor Vehicle – Clerk Fees	553.00
Checklist copies	625.00
Dog Licenses	565.00
Dog fines	7.00
Vital Statistics	65.00
Pole License	0.00
UCC'S	165.00
	<u>65,664.00</u>

STATE OF NH & FEDERAL GOVERNMENT

NH Highway Block Grant	13,277.59
Meals & Room Tax	16,639.44
Railroad Tax	1,973.07
Fed Forest	40,404.00
	<u>72,294.10</u>

FEEES AND PERMITS

Building Permits	1,028.75
Pistol Permits*	140.00
Planning Board	0.00
<i>* Accts Receivable- \$10.00</i>	<u>1,168.75</u>

CHARGE FOR SERVICES

Snow Plowing & Sanding	570.00
------------------------	--------

INCOME FROM DEPARTMENTS

Garbage Bags	7,103.50
Transfer Station Fees (Transfer to Ldfill Fees Acct*)	807.00
Recycling Income (Transfer to Ldfill Fee Acct)	<u>783.40</u>
	8,693.90

INTEREST

All Accounts	146.58
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MISCELLANEOUS

Copy Fees	55.00
Refunds & Reimbursements	1,516.10
Sale of Town Property (Cemetery lots)	3,000.00
Sale of Town Property (old Pick up)	250.00
Grant – skid steer	1,000.00
Grant – Coos County	5,000.00
Insurance reimb. – Trans Fire	81,025.41
Dig 2 –test pits	150.00
Purchase of data	30.00
J. Carpenter – purchase paper & ink	69.99
State of NH – reimb.. ½ Fire Warden Training	76.71
Due from 2011	234.24
Brian Lamarre -sale of gun	1.00
Dime A Time Credits	.80
Donations for Town Hall use	<u>165.00</u>
	92,574.25

OTHER FINANCING SOURCES

Withdraw Trust funds*	89,184.08
Withdraw from Capital Reserve Funds*	<u>35,013.06</u>
	124,197.14

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

TOTAL RECEIPTS ALL SOURCES

<u>\$1,547,368.51</u>

DETAILED SCHEDULE OF EXPENDITURES

GENERAL GOVERNMENT

EXECUTIVE - 4130

<u>Ads</u>	
The Daily Sun	160.00
<u>Dues & Publications</u>	
NE Resource Recovery Association	18.60
NH Municipal Association	613.27
NH Association of Assessing Officials	20.00
NH Municipal Manager Association	50.00
Lexis Nexus Matthew Bender Co., Inc.	425.94
	<hr/>
	1,127.81
<u>Mileage</u>	
Jo Carpenter	39.24
<u>Postage</u>	311.20
<u>Repairs</u>	
Lyndonville Office Supply - copier contract	325.00
<u>Salaries</u>	
Selectmen, Moderator, Adm. Assistant.	22,984.72
<u>Supplies</u>	
Staples, various supplies	438.53
Sun World, envelopes	50.00
McAfee	79.99
Tractor Supply	53.97
WB Mason, printer toner	123.99
	<hr/>
	746.48
<u>Miscellaneous</u>	
Avitar Associates, tax map	500.00
Minuteman Press, town report	490.69
North Country Elderly Programs	400.00
White Mountain Ridge Runners	300.00
Berlin City Bank, safe deposit box	55.00
	<hr/>
	1,745.69
TOTAL	27,440.14
<i>Accounts Payable of \$ 160.00</i>	

ELECTION, REGISTRATION & VITAL STATISTICS - 4140

Ads

The Daily Sun 608.00

Dues & Publications

NE Assn of City & Town Clerks 40.00

NH City & Town Clerks' Association 20.00

60.00

Remit Dog License Fees to State

Treasurer, State Of NH (09 & 10 fees) 160.50

Mileage 108.00

Postage

Postmaster, Gorham, NH 34.21

Jo Carpenter, reimb. postage 2.70

36.91

Salaries

Wages, town clerk, dep. town clerk, election offcls 6,390.25

Supplies

Primedia Price Digests, motor vehicle books 93.00

McAfee, renewal 79.99

Priscilla Meyers, election meals 344.00

Staples 7.72

Lexmark, printer, cable & ink 408.89

IDS, dog tags 57.77

991.37

Vital Record Fees

Treasurer, State of NH 47.00

Other

Dynatic, set up file sharing 56.00

TOTAL \$ 8,458.03

**1,100 for Municipal Agent set up still held*

FINANCIAL ADMINISTRATION - 4150

Ads

The Daily Sun 84.00

Conferences & Meetings

NHGFOA Conference, Jo & Bob 200.00

NHDRA - workshop on Exemptions & Credits 10.00

LGC - Budget Conference 60.00

270.00

Deeds

Registry of Deeds	24.65
<u>Dues & Publications</u>	
NH Tax Collector's Association.	40.00
NH GFOA, Jo Carpenter & Bob Pinkham	<u>50.00</u>
	90.00
<u>Forester</u>	
Haven Neal Forestry Services	80.00
<u>Mileage</u>	
Robert Pinkham	30.15
Jo Carpenter	<u>96.30</u>
	126.45
<u>Postage</u>	
Postmaster, Gorham, NH	516.31
Jo Carpenter	<u>3.86</u>
	520.71
<u>Salaries</u>	
Wages - Tax Collector, & Deputy, Adm Asst,	13,920.38
Treasurer & Deputy, Auditors, Trustees of Trust Funds	
<u>Software Support</u>	
Avitar Associates	2,170.00
<u>Supplies</u>	
Intuit, payroll service & supplies	818.96
Staples	106.97
G. Neil, labor posters	59.99
Robert Pinkham, reimb. expense -	21.28
NH Poster Compliance	69.00
Avitar, tax bills	68.80
Northway Bank, deposit slips	<u>44.28</u>
	1,189.28
TOTAL	18,475.47
REVALUATION OF PROPERTY - 4152	
Avitar	6,737.50
<i>Accts Payable of \$612.50</i>	
LEGAL EXPENSES - 4153	
Waystack Frizzell	222.85
<i>Accts Payable of \$227.11</i>	

PERSONNEL ADMINISTRATION - 4155

Social Security & Medicare - town's share	7,937.29
NH Unemployment Comp.	500.00
LGC HealthTrust - Dental	1,498.14
LGC HealthTrust - Health 7/1 - 12/31/2011	28,482.96
LGC HealthTrust - S.T. Disability	609.95
LGC HealthTrust - L.T. Disability	699.24
NH Retirement System	6,672.09
LRG Healthcare	50.00

TOTAL **46,449.67**

Accounts Payable of \$ 2,060.61

PLANNING & ZONING - 4191Ads

The Daily Sun 96.00

Postage

Postmaster, Gorham, NH 113.65

Salaries

Wages - Secretary 288.96

Supplies

Tractor Supply, garbage can for map storage 17.99

North Country Council, land use book 18.00

35.99

TOTAL **534.60**

GENERAL GOVERNMENT BUILDINGS - 4194Salaries

Wages, janitor, Public Works Foreman & Helper 9,655.75

Supplies

Jo Carpenter, reimb. wreath & supplies 65.27

NES Fire & Safety, test & replace fire extinguishers 173.00

Rockingham Electric 36.56

WalMart, potting soil 13.94

White Mountain Lumber, library project & shingles 177.91

Color Works, paint, - library project 129.59

Mountain Greenery, flowers 78.30

Priscilla Meyers, reimb. expense 88.45

Gorham Hardware 7.98

Ken Simonoko, reimb. supplies 24.45

Home Depot, light bulbs 6.27

D. Hayes, reimb. expense	3.96
B. Pinkham, reimb, supplies	<u>40.59</u>
	846.27
<u>Repairs</u>	
North Woods Heating, furnace cleaning	220.00
Darryl Bennett	484.18
MB Electric	222.92
White's Septic, pump septic tank	270.00
Flynn Carpentry	<u>357.00</u>
	1,554.10
<u>Utilities & Fuel</u>	
PSNH, electric bills	4,810.88
Munce's Superior, diesel, kerosene, heating oil	8,339.30
Gorham Oil, heating oil & propane	322.10
Our Town Energy, membership	90.00
Treas. State of NH, water tests	30.00
Heaven's Best, rug cleaning	350.00
FairPoint Communications	392.80
Time Warner Cable	<u>2,183.96</u>
	16,519.04
TOTAL	28,575.16
CEMETERIES - 4195	
<u>Fuel</u>	
NH DOT	272.77
<u>Salaries</u>	
Wages	2,671.41
<u>Repairs</u>	
F.B. Spaulding	138.87
<u>Supplies</u>	
F.B. Spaulding	228.50
TOTAL	3,311.55
INSURANCE - 4196	
Workers Compensation	3,120.00
NHMA Property Liability Ins.	9,470.37
TOTAL	12,590.37

REGIONAL ASSOCIATION - 4197

North Country Council, dues	511.39
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PUBLIC SAFETY**POLICE - 4210**

Town of Gorham PD	
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TOTAL	7,000.00
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Accounts Payable of \$7,000.00

AMBULANCE - 4215

Town of Gorham	11,867.73
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FIRE DEPARTMENT - 4220Dues & Publications

NH Assn of Fire Chiefs	75.00
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NH Retirement System	66.00
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NH State Firemen's Assoc.	260.00
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	401.00
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Equipment Testing

Industrial Protective Services (test SCBA's)	270.00
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Fuel

NH DOT, gasoline	31.36
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Munce's Superior, diesel	491.71
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	523.07
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Mutual Aid

Northern NH Mutual Aid(includes HazMat team)	350.00
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Salaries

Fires	1,432.40
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Training - Local	3,345.60
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Forest Fire Training	0.00
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Forest Fires	0.00
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Certified Training	0.00
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Accidents	892.52
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Ambulance Calls	0.00
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Inspections	83.60
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Rescues	0.00
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Repair	406.99
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Clerical	0.00
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Meetings	59.25
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Mutual Aid	755.68
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Flood	0.00
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Traffic Control	0.00
Grant	0.00
<i>Fuel spills</i>	0.00
Other	264.10
	<hr/> 7,240.14
<u>Repair</u>	
Industrial Protective Services	316.40
Lakes Reigion Fire Apparatus	514.88
Gorham Spring & Radiator	7,810.19
McDevitt Truck	759.45
Leon Costello Tire	160.00
Bond Auto Parts	23.36
	<hr/> 9,584.28
<u>State Inspections</u>	
McDevitt Truck	195.00
Gorham Spring & Radiator	120.00
	<hr/> 315.00
<u>Supplies</u>	
Priscilla Meyers, coffe & food, Trans Station fire	25.50
Gorham Hardware	1.98
Bergeron Protective Clothing, boots	192.00
NES Fire & Safety	146.00
Ossipee Mountain Electronics	1,574.73
Leon Costello Tire, tire rim	210.00
Fire Tech & Safety	85.00
Bond Auto Parts	331.47
	<hr/> 2,566.68
<u>Vehicle Use</u>	
Jason Connolly, ATV	30.00
Robert Langlands	30.00
	<hr/> 60.00
TOTAL	21,310.17
FIRE WARDEN	
<u>Mileage</u>	
Bill Davenport	23.04
<u>Salaries</u>	
Fire Warden Training	130.28
TOTAL	153.42

BUILDING INSPECTION - 4240Dues & Publications

International Code Council 125.00

Salaries

Building Inspector, salary 200.00

Building Inspector, salary from fees 1,028.75

1,228.75

Postage

Postmaster, Gorham, NH 13.60

Other

Quest Technologies, calibrate meter 364.80

TOTAL 1,732.15**DISPATCH SERVICE - 4250**

Town of Gorham 1,757.65

*Accts Payable of \$585.89***EMERGENCY MANAGEMENT - 4290**Fast Squad

Wages for calls 0.00

Channing Bete, CPR Books 304.10

Airgas East, lease & oxygen 156.00

Gorham EMS 29.90

Gorham EMS, G. Corriveau - training 90.00

George Corriveau, reimb. expense 35.79

615.79

Supplies

Ossipee Mountain Electronics 1,204.44

Other

American Red Cross 174.15

Mapping & Planning Solution, EM Plan 1,200.00

Public NH Television 120.00

1,494.15

TOTAL 3,314.38

HIGHWAYS & STREETS

HIGHWAY DEPARTMENT - 4312

Cell phone

U.S. Cellular 854.03

Fuel

NHDOT, Gas 561.35

Munce's Superior, diesel 14,438.86

15,000.21

Repairs

Howard Fairfield, Inc. 239.10

VIP Parts Tires & Service 592.21

Ossipee Mtn Electronics 152.10

Gorham Spring & Radiator 3,773.09

Portland North Truck Center 28.51

4,785.01

Salaries

Wages - Highway Dept. 34,929.71

State Inspection

Gorham Spring & Radiator 170.00

Supplies

Leon Costello Co. , tires for pick up 1,456.00

Sanel Auto Parts 1,353.46

Airgas East 52.00

NHDMV 12.00

Morrison & Sylvester 185.17

NES Fire & Safety 190.00

Barrett Trucking, salt 2,399.06

Ossipee Mtn Electronics 317.60

Gorham Hardware 18.54

NH Correctional Industries 34.30

6,018.13

Other

Landscaping by Stiles 1,058.75

JML Trucking, install new culvert 3,700.00

4,758.75

TOTAL

66,515.84

Accts Payable of \$ 345.06

SANITATION

SOLID WASTE DISPOSAL - 4324

Mt. Carberry Fees

AVRRDD Mount Carberry Landfill 7,881.85

Conferences & Meetings

Ken Simonoko, reimb. expense 43.98

Gasoline

NHDOT 68.21

Salaries

Wages - Transfer Station 18,897.97

Septage Fee

Town of Gorham 500.00

Supplies

Senscom Security Systems 2,463.09

Boxes & Bags Unlimited 3,276.00

Gorham Hardware 44.22

Rav Bennett, 4 sets of steps 1,630.00

7,413.31

Disposal Fees

Chapman Scrap Metal 1,200.00

Northeast Recycle Resources Assoc. 360.00

1,560.00

Other

Treasurer, State of NH, licenses 125.00

Horizons Engineers, Haz. Waste testing 804.80

Mt. Carberry Ldfill, contaminated soil 751.74

1,681.54

TOTAL

38,046.86

Accts Payable of \$ 617.50

HEALTH/WELFARE

PEST CONTROL - 4414

0.00

HEALTH AGENCIES - 4415

Northern Human Services 379.00

A.V. Home Health Care 250.00

TOTAL

629.00

WELFARE - 4442	
Tri-County CAP	300.00
<i>CULTURE & RECREATION</i>	
PARKS & RECREATION - 4520	
<u>Gasoline</u>	
NHDOT	399.38
<u>Salaries</u>	
Wages, Park Department	802.52
<u>Supplies</u>	
Bev Pinkham, flowers & soil	19.00
<u>Other</u>	
Town of Gorham - recreation fee	1,000.00
TP Toilets, pump portable toilet	60.00
	1,060.00
TOTAL	2,280.90
LIBRARY - 4550	
<u>Salaries</u>	
Wages - Librarians	300.00
<u>Other</u>	
Library Appropriation	850.00
TOTAL	1,150.00
MEMORIAL FOREST - 4590	
<u>Salaries</u>	
Wages	584.00
<u>Repairs</u>	
Mower Medic	25.00
<u>Supplies</u>	
John Gralenski, reimb. expense - mower blade	24.70
TOTAL	633.70
<i>CONSERVATION</i>	
CONSERVATION COMMISSION - 4611	
<u>Dues & Publications</u>	
NH Assoc. of Cons. Comm. - dues	185.00
<u>Supplies</u>	

Seventh Street Graphics 39.98

TOTAL 224.98

Balance of appropriation transferred to CC Savings Acct

DEBT SERVICE

PRINCIPAL LONG TERM NOTE - 4711 0.00

INTEREST LONG TERM NOTE - 4721 0.00

INTERST TANS 0.00

CAPITAL OUTLAY

CAPITAL OUTLAY - MACHINERY, VEHICLES & EQUIP. -

TOTAL 0.00

CAPITAL OUTLAY - BUILDINGS - 4903

Southworth Milton CAT 20,000.00

CAPITAL OUTLAY - OTHER IMPROVEMENTS - 4909

Family Resource Center 1,000.00

Gorham Community Learning Center 2,000.00

TOTAL 3,000.00

OPERATING TRANSFERS OUT

TRANSFER TO CAPITAL RESERVE FUND - 4915

Cemetery Equipment CR 500.00

Fire Equipment Cr 4,000.00

Heavy Highway CR 20,000.00

Town Bldg 8,000.00

Paving 20,000.00

Peabody Farm 500.00

Revaluation 4,600.00

Fire Truck CR 6,500.00

Cemetery Maintenance Cr 3,000.00

TOTAL 67,100.00

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

TRANSFER TO EXPENDABLE TRUST

Fire Mutual Aid Expendable Trust	0.00
Town Vehicle Maintenance Exp Trust	0.00
Sand/Gravel Expendable Trust	1,000.00
Household Hazardous Waste Exp Trust	0.00
Buildings Maintenance Expendable Trust	23,000.00

TOTAL **24,000.00**

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

TAX LIEN

Rodney Hayes, Tax Collector	12,078.46
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COUNTY TAX - 4931

Treasurer Coos County	348,486.00
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SCHOOL DISTRICT - 4933

GRS Co-op School District	549,282.00
<i>Accts Payable of \$99,691.00</i>	

ENCUMBERED MONEY

NH Retirement System	1,003.72
IRS	1,398.51
Avitar	339.05
The Daily Sun	91.00
Treasurer, State of NH, vital record fees	22.00
Avitar, town clerk program	3,900.00
Carlisle Survey Consultants	350.00
Town of Gorham, police service - Oct - Dec	131.83
Town of Gorham, police service - Jan - Mar	757.31
Treasurer, State of NH, gas	57.87
Town of Gorham, 4 th qtr Dispatch	<u>663.50</u>

TOTAL **8,714.79**

MISCELLANEOUS - 4960

ST Dis, LT Dis, Dental & Health Acct	(0.18)
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Retirement Account	149.38
FICA, Medicare & Fed Withholding	428.62
Double T Fence – Wheeler fence	10,900.00
Cold Mountain Masonry, garage chimney	500.00
Door Control, Inc., automatic doors	3,608.00
Bergeron Protective Clothing, fire gear	3,419.08
Lakes Region Fire Apparatus	1,325.00
AVRRDD, HH waste payment (refund Exp Tr)	220.48
Fastenal	16.45
Fire Tech & Safety	805.00
Lakes region fire Apparatus	370.00
Abatements -4 refunds	4,682.37
Bruce A. Manzer, Inc.	53,040.00
Refund 2 auto registration overpayments	382.00
Total Concepts, new garage roof	18,454.00
Southworth-Milton, skid steer	10,000.00
The Interface, replace PAYT bags – trans fire	3,376.08
PSNH , temp service – trans fire	480.00
Ken Simonko, reimb – trans fire	147.86
Howard Fairfield, Inc. sander assembly – trans fire	1,816.40
Y. Leon Favreau, shovel & drill press – trans fire	113.00
Horizons Engineering, Inc – haz waste testing -tf	4,580.50
Southworth Milton, new backhoe – trans fire	90,000.00
Sanel Auto Parts, contents replacement – trans fire	1,386.98
Northen Tool – new sander motor – trans fire	632.37
Chapman Scrap Metal, clean up – trans fire	4,815.57
Calkins Excavating, Inc. Haz clean up – trans fire	6,420.00
Airgas East – contents replacement – trans fire	1,398.37
AVRRDD Mt. Carberry – debris disposal – trans fire	1,353.43
Lawson Products, contents replacement – trans fire	928.04
MB Electric – temp elec. service – trans fire	855.30
Tri-County Action Program – grant	5,000.00
E&S Rental – new trimmer	400.00
TOTAL	232,004.10
TOTAL ALL EXPENSES	<u>\$1,574,888.86</u>

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 expenses. For 2012, this totaled \$55.00. Some rebates and Staples rewards were also received. Miscellaneous reimbursements totaled \$69.99.
2. **Elections, etc.** - The associated revenues include fees from motor vehicle registrations, dog registrations, and UCC's. For 2012, these fees totaled \$64,967.00. Fees for checklists totaled \$625.00. Fees for dog fines totaled \$7.00.
3. **Financial** - Costs of registering liens are recovered in the liening process. For 2012 miscellaneous reimbursements totaled \$30.00.
4. **Revaluation of Property** - There were no associated revenues year.
5. **Legal** - There were no associated revenues year.
6. **Personnel Adm.** - There were no associated revenues this year.
7. **Planning** - The associated revenues include fees from the applications for site plan review, subdivision, and any associated expenses. For 2012, these totaled 234.24
8. **Buildings**- Several donations were received for use of the Town Hall. In 2012, this totaled \$140.00. Refunds associated with the Transfer Station Fire of 106.30 were received.
9. **Cemeteries** - This budget is partially offset by the interest received on Cemetery Perpetual care trust funds, burial fees and money withdrawn from the Cemetery Maintenance CR. In 2012, this amount was \$3,139.00. Five cemetery lots were sold.
10. **Insurance** - This budget is partially offset by the credit received due to past history. In 2012 credits of 765.00 have been received.
11. **Regional Assoc.** - There were no associated revenues.
12. **Police** - This budget is offset by revenues received for fines or services. In 2012, \$140.00 was received from gun permits.
13. **Ambulance** - Gorham does receive revenues against their gross expenses. Our fee is calculated based upon actual usage, and their net operating expenses.
14. **Fire** - The Fire Department receives 50% reimbursement for fire warden training, forest fire fighting. Reimbursements for rescue expenses and insurance money from accidents are also received. In 2012, this amount was \$ 76.71. \$325.00 refund for Firefighter 1 class was received.

15. **Building Insp.** - The building inspector's salary is partially reimbursed by the associated fees. In 2012, this totaled \$1,028.75.
16. **Dispatch** - Our fee is calculated based upon actual historical usage. (running 3 year average). There were no associated revenues.
17. **Emergency Management** - In 2012 we were notified that we will receive a grant for re-writing our Local Emergency Operation Plan. We will receive the money when the plan is finished in 2013
18. **Highway** -This department does receive occasionally income from plowing and sanding and from the highway block grant from the state based upon the number of miles of town roads maintained; and some other smaller misc. items. In 2012, the Block Grant totaled \$13,277.59 Revenues for sanding were received that totaled \$570.00.00. Revenues from 2 test pits totaled \$150.00. The old highway pick up was sold for \$250.00. Refunds of the NH Road Toll Tax of \$415.26 and the Federal Road Tax of \$609.15 were received.
19. **Solid Waste** - This department receives income from recycling, and fees for disposal of various items, from the sale of PAYT bags and from the sale of recyclables. In 2012, \$807.00 was received from fees; \$7,103.50 was received from the sale of bags; and \$783.40 from the sale of recyclables. \$1,000.00 grant from NH the Beautiful was received toward the purchase of the skid steer. Insurance refunds associated with the Transfer Station Fire totaled \$1,025.41
20. **Health& Animal Control** - There were no associated revenues but homes were found for several stray animal found in Shelburne.
21. **Parks** - The development and some of the park maintenance is supported by the FOSR. In 2012 no new equipment was added to the Park
22. **Library** - The library received many gifts of books. The Library is authorized to receive monetary gifts. In 2012 they received several donations of books and the donation of 2 coffee makers.
23. **Memorial Forest** - There were no associated revenues
24. **Conservation** - There were no associated revenues
25. **Welfare** - There were no associated revenues.
26. **Principal - Long-term note** - There were no associated revenues.
27. **Interest - Long-term note** - There were no associated revenues.
28. **TAN interest.** - There were no associated revenues.
29. **Land use change fees** - This money can be used by vote of the Town, to offset a special warrant article. In 2012 \$12,526 was voted into the Building Maintenance Expendable Trust.
30. **Special Revenue Fund** - Funds from fees and sale of recyclables are deposited in this fund. The use of this money must be authorized by town meeting. In 2012 \$20,000 was withdrawn for the purchase of a skid steer for use at the Transfer Station.

SHELBURNE TRUST FUNDS

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

Library Trust Fund - The Trustee of Trust Funds hold the trust fund for the Library.

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

Expendable Trust Funds - There are five expendable trust funds . They are the Fire Mutual Aid Expendable Trust, Household Hazardous Waste Expendable Trust, Town Vehicle Maintenance Expendable Trust, the Sand/Gravel Expendable Trust Fund and the Buildings Maintenance Expendable Trust.

Special Trust Fund - There is one special Trust Fund - the Wheeler Cemetery Fund established by a gift of \$30,214.38 to the Town from the estate of Joanne B. Harriman.

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

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

SHELBURNE TRUST FUNDS - DETAILS

	PRINCIPAL	INCOME	TOTAL
Library Trust Fund			
Balance 12/31/11	1,368.76	1,222.04	2,590.80
Income 2012	<u>0.00</u>	<u>3.12</u>	<u>3.12</u>
Balance 12/31/12	1,368.76	1,225.16	2,593.92

Town Cemeteries Perpetual Care Trust Funds

Balance 12/31/11	10,055.00	9,848.09	19,903.08
Income – 2012	0.00	21.56	21.56
Withdrawn -2012	<u>(0.00)</u>	<u>(139.13)</u>	<u>(139.13)</u>
Balance 12/31/12	10,055.00	9,730.51	19,785.51

Wheeler Cemetery Trust Fund

Balance 12/31/11	12,955.49	0.00	12,955.49
Income - 2012	0.00	12.31	12.31
Withdrawn – 2012	<u>(10,887.69)</u>	<u>(12.31)</u>	<u>(10,900.00)</u>
Balance 12/31/12	2,067.80	0.00	2,067.80

Cemetery Maintenance CR

Balance 12/31/11	13,078.82	84.73	13,163.55
Income – 2012	3,000.00	16.52	16.52
Withdrawn – 2012	<u>(2,898.75)</u>	<u>(101.25)</u>	<u>(3,000.00)</u>
Balance 12/31/12	13,180.07	0.00	13,180.07

Cemetery Equipment CR

Balance 12/31/11	1,642.00	3.13	1,645.13
Income - 2012	500.00	2.21	502.21
Withdrawn – 2012	<u>(394.66)</u>	<u>(5.34)</u>	<u>(400.00)</u>
Balance 12/31/12	1,747.34	0.00	1,747.34

Heavy Highway CR

Balance 12/31/12	27,225.95	25.70	27,251.65
Income - 2012	20,000.00	29.43	20,029.43
Withdrawn – 2012	<u>(27,944.87)</u>	<u>(55.13)</u>	<u>(28,000.00)</u>
Balance 12/31/12	19,281.08	0.00	19,281.08

Fire Truck CR

Balance 12/31/11	40,679.00	285.69	40,964.69
Income - 2012	<u>6,500.00</u>	<u>45.22</u>	<u>6,545.22</u>
Balance 12/31/12	47,179.00	285.69	47,509.91

Peabody Farm Museum CR

Balance 12/31/11	9,099.67	6.61	9,106.28
Income 2012	<u>500.00</u>	<u>10.00</u>	<u>510.00</u>
Balance 12/31/12	9,599.67	16.61	9,616.28

New Storage Building CR

Balance 12/31/10	66,500.00	7,313.49	73,813.49
Income 2011	<u>8,000.00</u>	<u>80.64</u>	<u>8,080.64</u>
Balance 12/31/11	74,500.00	7,394.13	81,894.13

Town Road Paving CR

Balance 12/31/11	41,956.02	73.78	42,029.80
Income 2012	20,000.00	47.36	20,047.36
Withdrawn - 2012	<u>(52,918.86)</u>	<u>(121.14)</u>	<u>(53,04.00)</u>
Balance 12/31/12	9,037.16	0.00	9,037.16

Revaluation CR

Balance 12/31/11	12.89	0.00	12.89
Income 2012	<u>4,600.00</u>	<u>0.64</u>	<u>4,600.64</u>
Balance 12/31/12	4,612.89	0.64	4,613.53

Fire Equipment CR

Balance 12/31/11	4,089.45	0.00	4,089.45
Income 2012	4,000.00	4.53	4,004.53
Withdrawal 2012	<u>(4,606.00)</u>	<u>(4.53)</u>	<u>(4,610.53)</u>
Balance 12/31/12	3,483.45	0.00	3,483.45

Fire Dept. Mutual Aid Expendable Trust

Balance 12/31/11	2,140.84	10.63	2,151.47
Income 2012	0.00	2.71	2.71
Withdrawn - 2012	<u>(1,311.66)</u>	<u>(13.34)</u>	<u>(1,325.00)</u>
Balance 12/31/12	829.18	0.00	829.18

Household Hazardous Waste Expendable Trust Fund

Balance 12/31/11	1,022.00	0.00	1,022.00
Income 2012	0.00	0.04	0.00
Withdrawal - 2012	<u>(220.44)</u>	<u>(0.04)</u>	<u>(220.48)</u>
Balance 12/31/12	801.56	0.00	801.56

Vehicle Maintenance Expendable Trust

Balance 12/31/11	10,168.12	50.20	10,218.32
Income 2012	<u>0.00</u>	<u>10.81</u>	<u>10.81</u>
Balance 12/31/12	10,168.12	61.01	10,229.13

Sand/Gravel Expendable Trust

Balance 12/31/11	4,065.06	74.94	4,140.00
Income 2012	<u>1,000.00</u>	<u>5.00</u>	<u>1,005.00</u>
Balance 12/31/12	4,065.06	79.94	5,145.00

General Buildings Maintenance Expendable Trust

Balance 12/31/11	11,106.97	0.00	11,106.97
Income - 2012	23,000.00	20.11	23,020.11
Withdrawn - 2012	<u>(22,541.89)</u>	<u>(20.11)</u>	<u>(22,562.00)</u>
Balance 12/31/12	11,565.08	0.00	11,5654.08

SHELBURNE FUNDS

GRAND TOTAL \$ 276,165.06 \$ (32,784.93) \$243,380.13

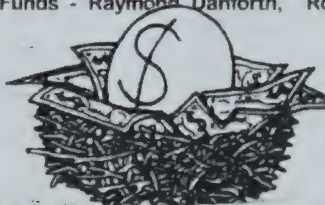
GRS Cooperative Funds (Breakdown in Coop Report)

Balance 12/31/11	747,771.03	4,503.75	752,274.78
Income 2012	71,161.00	808.88	71,969.88
Withdrawal 2012	<u>(25,393.97)</u>	<u>(274.04)</u>	<u>(25,668.01)</u>
Balance 12/31/12	793,538.06	5,038.59	798,576.65

ALL FUNDS HELD BY SHELBURNE TRUSTEES

GRAND TOTAL \$1,028,439.84 (\$13,516.94) \$1,041,956.78

Trustees of Trust Funds - Raymond Danforth, Robin Henne, Lucinda Bragg



RECONCILIATION OF OUTSTANDING LONG-TERM INDEBTEDNESS

Outstanding Long-Term Debt	
January 1, 2012	\$ 0.00
Debt Retirement During Fiscal Year	
Payments made during 2012	\$ 0.00
Outstanding Long-Term Debt	
December 31, 2012	\$ 0.00

AUDITORS REPORT 2012



I have audited the books and records of the Town of Shelburne for the year ending Dec 31, 2012, by means, at times, and to the extent deemed appropriate by the State of NH Department of Revenue Administration and make the following recommendations:

General Ledger & Financial Records

- **Comments** – The Administrative Assistant’s records and files are extremely well kept and organized.
- **Recommendations** – None

Treasurer

- **Comments** – The Treasurer’s ledger and records continue to be very well kept. Transactions are easy to track from voucher to check.
- **Recommendations** - Computerizing the process would allow Esharing of data. However, for now the current system continues to work well in light of the scale of record keeping.

Tax Collector

- **Comments** – The Tax Collector’s records and statements are well maintained and easy to review.
- **Recommendations** – None

Trustees of Trust Funds

- **Comments** – the bookkeeping is meticulous. The accounts are recorded and tracked using Excel spreadsheets. Great detail is given to the Cemetery Perpetual Care Funds, as it requires specific proportioning of its earned income.
- **Recommendations** – None

Town Clerk

- **Comments** – The Clerk's records and reports continue to be concise and very well organized.
- **Recommendations** – None

Library

- **Comments** – Town Treasurer and Library Trustee Robert Pinkham continues to oversee the accounting. The records are well organized and make tracking easy. Two debit cards are linked directly to the checking account. Card purchases are being reported and reconciled in a timely manner.

Mr. Pinkham informed me that the Trustees do not know the designated purpose of the Trust Fund, and as such they are hesitant to access it should a need ever arise.

- **Recommendations** - I suggest the Town research and formally establish a purpose for the Library Trust Fund. Until it does so, the Library Trustees do not feel they should access the funds. Though there is relatively little in the fund, until action is taken to target its use, the funds will remain untouchable indefinitely.

Benjamin Mayerson, Town Auditor

WARRANT AND BUDGET



TOWN OF SHELBURNE TOWN MEETING WARRANT

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

The polls will be open at 5 PM and close not before 9 PM.

The Annual Town Meeting of the Town of Shelburne, New Hampshire, will be held at the Shelburne Town Hall, on Tuesday, March 12, 2013, at 7 PM, to act upon the following subjects:

1. To **CHOOSE** all necessary Town Officers for the year ensuing (printed ballot).
2. To **HEAR** such reports of Town Officers heretofore chosen and pass any vote relating thereto.
3. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$331,259 for **General Operation**.

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

4130 Executive	\$27,825
4140 Election, Registration, & Vital Statistics	\$9,157
4150 Financial Administration	\$20,282
4152 Revaluation of Property	\$7,350
4153 Legal Expense	\$4,000
4155 Employee Benefits	\$51,320
4191 Planning and Zoning	\$2,800
4194 General Government Buildings	\$29,700
4195 Cemetery (\$120 from Cem Trst Fds to off set)	\$4,000
4196 Insurance	\$11,000
4197 Regional Association	\$544
4215 Ambulance	\$10,849
4220 Fire Department	\$20,800

4221 Fire Warden	\$2,500
4240 Building Inspection	\$2,500
4250 Dispatch Agreement	\$2,680
4290 Emergency Management	\$3,650
4312 Highway	\$67,220
4324 Solid Waste Disposal	\$41,100
4414 Animal Control	\$200
4415 Health	\$630
4444 Welfare	\$5,000
4520 Parks & Recreation	\$3,500
4550 Library	\$1,150
4590 Memorial Forest	\$400
4611 Conservation Commission	\$300
4711 Principal Long-term Note	\$1
4721 Interest Long-term Note	\$1
4723 Int. TAN Note	\$800

4. To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$134,000 to purchase a fire truck and TO AUTHORIZE the issuance of not more than \$80,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA33) and TO AUTHORIZE the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; further more TO AUTHORIZE the withdrawal of \$54,000 from the Fire Truck Capital Reserve Fund created for this purpose. This will be a non-lapsing article per RSA32:7,VI and will not lapse until the purchase is completed or December 31, 2018, whichever is sooner.

[The Board of Selectmen and the Budget Committee recommend this appropriation.] (2/3 vote by paper ballot)

5. To see if the **Town will VOTE TO RAISE AND APPROPRIATE** the sum \$160,000, and withdraw from the existing Fire Truck Capital Reserve Fund, \$40,000 to purchase a new \$200,000 Fire Truck (*By petition*)
[*The Board of Selectmen and Budget Committee do not recommend this appropriation.*]
(Majority vote required.)
6. To see if the **Town will VOTE TO AUTHORIZE THE ESTABLISHMENT** of an Expendable Trust Fund pursuant to RSA 31:19a to be known as the **Police Services Expendable Trust Fund** for the purpose of covering expenses (wages, equipment, vehicle, etc.) necessary to provide Police Services to the town and **RAISE AND APPROPRIATE** \$14,000 toward this purpose and **APPOINT** the Selectmen as agents to expend from this fund.
[*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** \$30,000 to be added to the **Heavy Highway Equipment Capital Reserve Fund** previously established. (12/31/2012 Balance - \$19,281.08)
[*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** \$6,500 to be added to the existing **Fire Truck Capital Reserve Fund** previously established. (12/31/2012 Balance - \$47,509.91)
[*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** the sum of \$4,000 to be added to the **Fire Department Equipment Capital Reserve Fund** previously established. (12/31/2012 Balance - \$3,483.45)
[*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** \$20,000 to be added to the **Paving Capital Reserve Fund** previously established. (12/31/2012 Balance - \$9,037.16)
[The Board of Selectmen and the Budget Committee recommend this appropriation.] (Majority vote required.)
11. To see if the Town will **RAISE AND APPROPRIATE** \$4,600 to be added to the existing **Revaluation Capital Reserve Fund** previously established. (12/31/2012 Balance - \$4,613.53)
[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** \$500 to be added to the existing **Peabody Farm Museum Capital Reserve Fund** previously established. (12/31/2012 Balance - \$9,616.28)
[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 **Cemetery Equipment Capital Reserve Fund** previously established. (12/31/2012 Balance - \$1,747.34)
[The Board of Selectmen and the Budget Committee recommend this appropriation.] (Majority vote required.)
14. To see if the Town will **RAISE AND APPROPRIATE** \$10,000 to be added to the existing **Town Building Capital Reserve Fund** previously established. (12/31/2012 Balance - \$81,894.13)
[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 \$3,000** to be added to the Cemetery Maintenance Capital Reserve Fund previously established. This represents the sum of money received from the sale of cemetery lots in 2012. This sum to come from fund balance (surplus) and no amount to be raised from taxation. (12/31/2012 Balance \$13,180.07)

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

16. To see if the **Town will RAISE AND APPROPRIATE \$500** to be added to the existing **Sand/Gravel Expendable Trust** previously established. (12/31/2011 Balance - \$5,145.00)

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

17. To see if the **Town will RAISE AND APPROPRIATE \$10,000** to be added to the existing **General Building Maintenance Expendable Trust Fund** previously established (12/31/2012 Balance - \$\$11,565.08)

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

18. To see if the **Town will RAISE AND APPROPRIATE \$1,200** to be added to the existing **Fire Department Mutual Aid Expendable Trust Fund** previously established (12/31/2012 Balance - \$829.18)

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

19. To see if the **Town will RAISE AND APPROPRIATE** \$2,500 to be added to the existing **Vehicle Maintenance Expendable Trust Fund** previously established (12/31/2012 Balance - \$\$10,229.13)
[The Board of Selectmen and the Budget Committee recommend this appropriation.] (Majority vote required.)
20. To see if the **Town will VOTE TO AUTHORIZE THE ESTABLISHMENT** of an **Expendable Trust Fund** pursuant to RSA 31:19a to be known as the **Library Technology Expendable Trust Fund** for the purpose of purchasing new or updating technology for the library and its patrons and **RAISE AND APPROPRIATE** \$300 toward this purpose and **APPOINT** the Selectpersons as agents to expend from this fund.
[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** the sum of \$1,000 for the purpose of supporting the **Family Resource Center @ Gorham.**
(By petition)
[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** the sum of \$1,500 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.)
23. To see if the **Town will VOTE TO AUTHORIZE** the Selectmen to dispose of Municipal assets (recyclables, etc.) under the authority of RSA 31:3.
24. To **TRANSACT ANY OTHER BUSINESS** that may legally come before said meeting.

BUDGET OF A TOWN WITH A MUNICIPAL BUDGET COMMITTEE

OF: SHELBURNE

BUDGET FORM FOR A TOWN WHICH HAS ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2013 to December 31, 2013

or Fiscal Year From _____ to _____

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): _____

BUDGET COMMITTEE

Please sign in ink.

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

John H. Hume
James E. Chamberlain
Robert Condy
Gregory G. Gage
[Signature]

THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
 MUNICIPAL SERVICES DIVISION
 P.O. BOX 487, CONCORD, NH 03302-0487
 (603)230-5090

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended) (Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Recommended) (Not Recommended)		
GENERAL GOVERNMENT								
4130-4139	Executive	3	26750	27600	27825		27825	
4140-4149	Election, Reg. & Vital Statistics	3	9950	8458	9157		9157	
4150-4159	Financial Administration	3	20431	18475	20282		20282	
4152	Revaluation of Property	3	7350	7350	7350		7350	
4153	Legal Expense	3	4000	450	4000		4000	
4155-4159	Personnel Administration	3	48225	48510	51320		51320	
4191-4193	Planning & Zoning	3	2800	535	2800		2800	
4194	General Government Buildings	3	34800	28575	29700		29700	
4195	Cemeteries	3	4000	3312	4000		4000	
4196	Insurance	3	12700	12590	11000		11000	
4197	Advertising & Regional Assoc.	3	512	511	544		544	
4199	Other General Government	3						
PUBLIC SAFETY								
4210-4214	Police	3	14000	14000	0		0	
4215-4219	Ambulance	3	11868	11868	10849		10849	
4220-4229	Fire	3	19150	21463	23300		23300	
4240-4249	Building Inspection	3	2500	1732	2500		2500	
4290-4299	Emergency Management	3	3050	3314	3650		3650	
4299	Other (Including Communicati	3	2344	2344	2680		2680	
AIRPORT/AVIATION CENTER								
4301-4309	Airport Operations							
HIGHWAYS & STREETS								
4311	Administration							
4312	Highways & Streets	3	66095	66861	67220		67220	
4313	Bridges							

ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32.3.V) Art.#	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS BUDGET COMM. APPROPRIATIONS		
					Ensuing Fiscal Year (Recommended)	Ensuing Fiscal Year (Not Recommended)	Ensuing Fiscal Year (Not Recommended)
HIGHWAYS & STREETS (cont.)							
4316	Street Lighting						
4319	Other						
SANITATION							
4321	Administration						
4323	Solid Waste Collection						
4324	Solid Waste Disposal	3	37450	38664	41100	41100	41100
4325	Solid Waste Clean-up						
4326-4329	Sewage Coll. & Disposal & Other						
WATER DISTRIBUTION & TREATMENT							
4331	Administration						
4332	Water Services						
4335-4339	Water Treatment, Conserv. & Other						
ELECTRIC							
4351-4352	Admin. and Generation						
4353	Purchase Costs						
4354	Electric Equipment Maintenance						
4359	Other Electric Costs						
HEALTH/WELFARE							
4411	Administration						
4414	Pest Control	3	200	0	200	200	200
4415-4419	Health Agencies & Hosp. & Oth	3	630	629	630	630	630
4441-4442	Administration & Direct Assist.	3	5000	300	5000	5000	5000
4444	Intergovernmental Welfare Payments						
4445-4449	Vendor Payments & Other						

1	2	3	4	5	6	7	8	9
ACCT#	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMMITTEES APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	
PURPOSE OF APPROPRIATIONS (RSA 32:3-V)								
CULTURE & RECREATION								
4520-4529	Parks & Recreation	3	4000	2281	3500		3500	
4550-4559	Library	3	1150	1150	1150		1150	
4583	Patrotic Purposes							
4589	Other Culture & Recreation	3	400	634	400		400	
CONSERVATION								
4611-4612	Admin. & Purch. of Nat. Resou	3	500	500	300		300	
4619	Other Conservation							
4631-4632	Redevelopment and Housing							
4651-4659	Economic Development							
DEBT SERVICE								
4711	Princ.- Long Term Bonds & N	3	0	0	1		1	
4721	Interest-Long Term Bonds & N	3	0	0	1		1	
4723	Int. on Tax Anticipation Notes	3	800	0	800		800	
4790-4799	Other Debt Service							
CAPITAL OUTLAY								
4901	Land							
4902	Machinery, Vehicles & Equipment							
4903	Buildings							
4909	Improvements Other Than Bldgs.							
OPERATING TRANSFERS OUT								
4912	To Special Revenue Fund							
4913	To Capital Projects Fund							
4914	To Enterprise Fund							
	- Sewer							
	- Water							

MS-7 Budget - Town of SHELburne FY 2013

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	OP Bud. Appropriations Prior Year As Art.# Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	SELECTMEN'S APPROPRIATIONS (Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS (Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS (Not Recommended)	
	OPERATING TRANSFERS OUT (cont.)							
	- Electric							
	- Airport							
4918	To Nonexpendable Trust Funds							
4919	To Fiduciary Funds							
	OPERATING BUDGET TOTAL	340655	322106	331259	331259		331259	

1	2	3	4	5	6
ACCT.#	SOURCE OF REVENUE	Warr. Art.#	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Est. Revenues
TAXES					
3120	Land Use Change Taxes - General Fund		0	0	
3180	Resident Taxes		0	0	
3185	Yield Taxes		5413	300	
3186	Payment in Lieu of Taxes		40404	40000	
3189	Other Taxes		0	0	
3190	Interest & Penalties on Delinquent Taxes		3458	3400	
	Inventory Penalties		0	0	
3187	Excavation Tax (\$.02 cents per cu yd)		23	20	
LICENSES, PERMITS & FEES					
3210	Business Licenses & Permits		165	100	
3220	Motor Vehicle Permit Fees		64237	61000	
3230	Building Permits		1029	1500	
3290	Other Licenses, Permits & Fees		787	800	
3311-3319	FROM FEDERAL GOVERNMENT		0	0	
FROM STATE					
3351	Shared Revenues		0	0	
3352	Meals & Rooms Tax Distribution		16639	16000	
3353	Highway Block Grant		13277	11000	
3354	Water Pollution Grant		0	0	
3355	Housing & Community Development		0	0	
3356	State & Federal Forest Land Reimbursement		0	0	
3357	Flood Control Reimbursement		0	0	
3359	Other (Including Railroad Tax)		1973	1500	
3379	FROM OTHER GOVERNMENTS		0		
CHARGES FOR SERVICES					
3401-3406	Income from Departments		7104	6300	
3409	Other Charges		570	500	
MISCELLANEOUS REVENUES					
3501	Sale of Municipal Property		250	0	
3502	Interest on Investments		128	100	
3503-3509	Other		3689	3000	
INTERFUND OPERATING TRANSFERS IN					
3912	From Special Revenue Funds		0		
3913	From Capital Projects Funds		0		

1	2	3	4	5	6
ACCT.#	SOURCE OF REVENUE	Warr. Art.#	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Est. Revenues
INTERFUND OPERATING TRANSFERS IN (cont.)					
3914	From Enterpnse Funds		0	0	
	Sewer - (Offset)		0	0	
	Water - (Offset)		0	0	
	Electric - (Offset)		0	0	
	Airport - (Offset)		0	0	
3915	From Capital Reserve Funds		3000	94000	
3916	From Trust & Fiduciary Funds	3	12665	100	
3917	Transfers from Conservation Funds		0		
OTHER FINANCING SOURCES					
3934	Proc. from Long Term Bonds & Notes		0	80000	
	Amounts Voted From Fund Balance		3000	3000	
	Estimated Fund Balance to Reduce Taxes		20000	10000	
TOTAL ESTIMATED REVENUE & CREDITS			197811	332620	

****BUDGET SUMMARY****

	PRIOR YEAR ADOPTED BUDGE	SELECTMEN'S COMMENDED BUDG	BUDGET COMMITTEE COMMENDED BUDG
Operating Budget Appropriations Recommended (from	340655	331259	331259
Special Warrant Articles Recommended (from pg. 6)	91100	107600	107600
Individual Warrant Articles Recommended (from pg. 6)	3000	136500	136500
TOTAL Appropriations Recommended	434755	575359	575359
Less: Amount of Estimated Revenues & Credits (from	172182	332620	332620
Estimated Amount of Taxes to be Raised	262573	242739	242739

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: 49,536
 (See Supplemental Schedule With 10% Calculation)

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE

(For Calculating 10% Maximum Allowable Increase)
(RSA 32:18, 32:19, & 32:21)

Use VERSION #1 if budget does not contain Collective Bargaining Cost Items; RSA 32:21 Water Costs; or RSA 32:18-a Bond Override

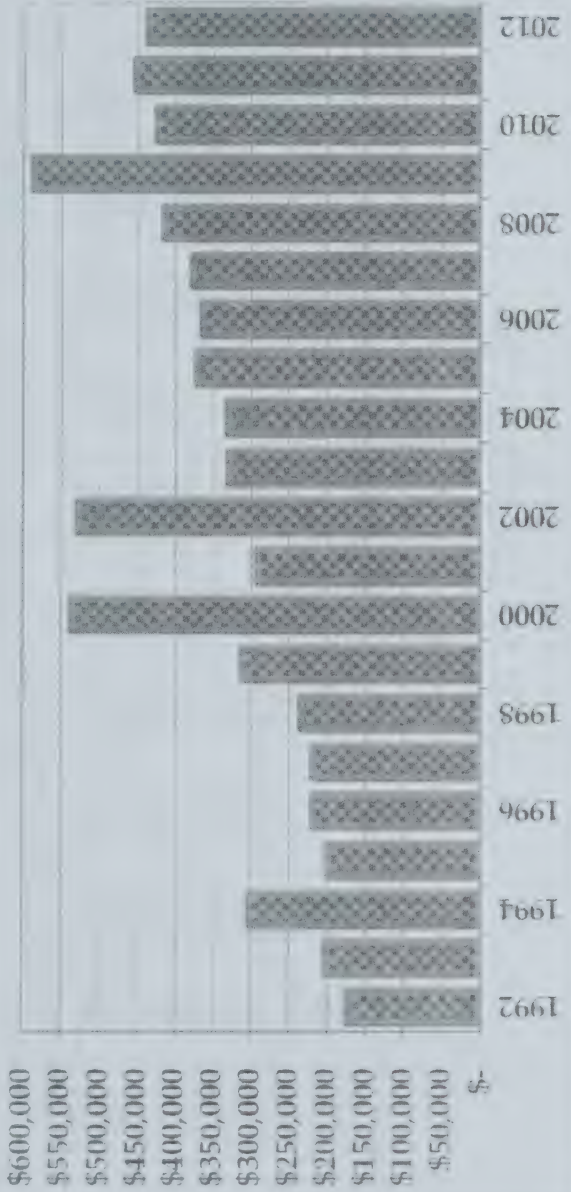
LOCAL GOVERNMENTAL UNIT: Shelburne FISCAL YEAR END 2013

	RECOMMENDED AMOUNT
1. Total RECOMMENDED by Budget Committee (See Posted Budget MS-7, 27, or 37)	575,359
LESS EXCLUSIONS:	1
2. Principal: Long-Term Bonds & Notes	
3. Interest: Long-Term Bonds & Notes	1
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b.	80,000
5. Mandatory Assessments	
6. Total exclusions (Sum of rows 2 - 5)	<80,002 >
7. Amount recommended less recommended Exclusion amounts (line 1 less line 6)	495,357
8. Line 7 times 10%	49,536
9. Maximum Allowable Appropriations (lines 1 + 8)	624,895

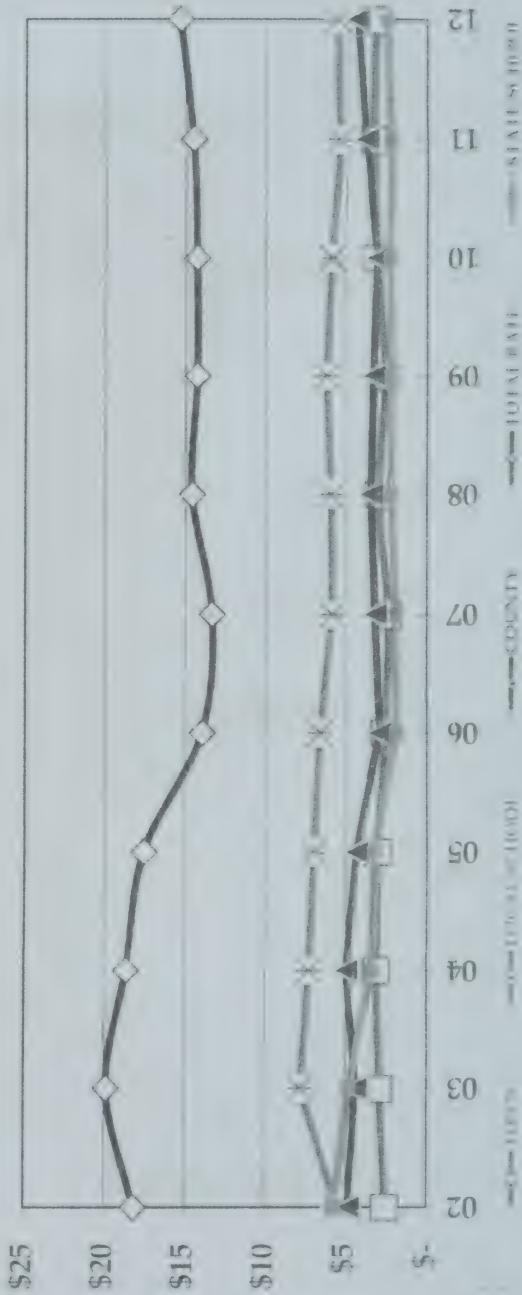
Line 8 is the maximum allowable increase to budget committee's recommended budget.

Attach a copy of this completed supplemental schedule to the back of the budget form.

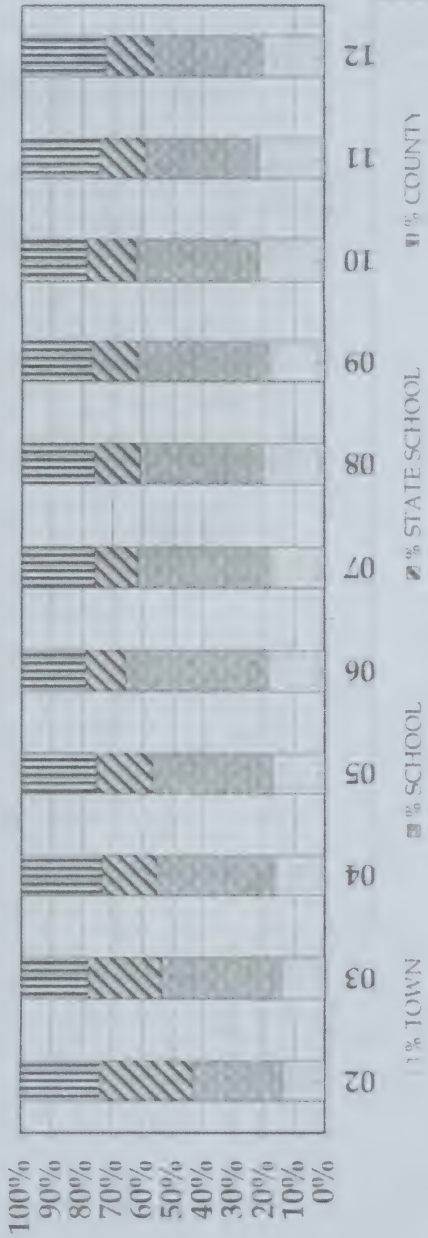
**SHEL BURNE
TOWN BUDGET**



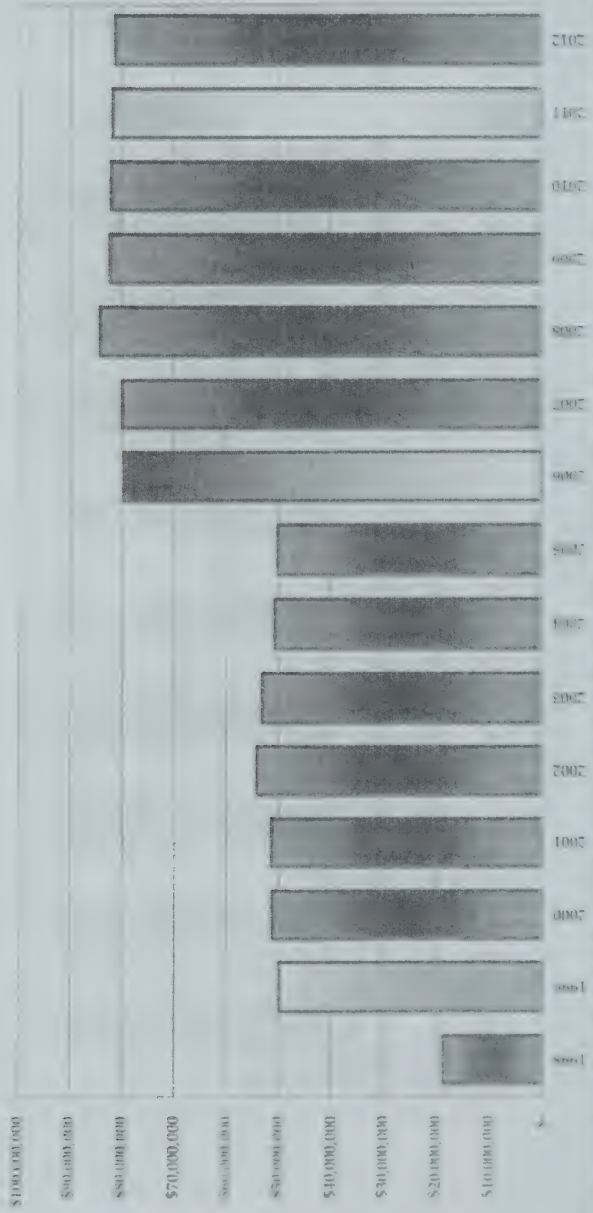
TOWN OF SHELburnE
TAX RATE COMPARISON



TOWN OF SHELburnE
TAX RATE % DISTRIBUTION



TOWN OF SHELBURNE
ASSESSED VALUATION



REPORTS OF OFFICERS AND COMMITTEES



SELECTPERSONS REPORT

The Board of Selectpersons has had a busy year trying to address various issues. The Selectmen held 31 meetings (approximately 80 hours) and two public hearings - one accepting insurance money and one to receive comments before accepting the new Flood Insurance study and Flood Plain maps.

In March the town will purchase Avitar's computerized town clerk program. This purchase has made the municipal part of registration more efficient since renewals do not have to be totally re-typed. Customers and users have been very happy with this change. There is still no movement on the town clerk becoming a municipal agent.

The Board met several times with Fire Department Officers to keep the lines of communication open in preparation for the transition to an appointed Fire Chief.

The Board wishes to thank Fire Chief Tom Hayes for his 20+ years as Fire Chief

The Board also met periodically with Ken Simonoko to address the needs of the Public Works Department.

Village Road from the intersection of Meadow Road to the bridge was repaved this year. This section of the road has needed work for several years.

In September tragedy struck. The Transfer Station was totally destroyed by a fire that started in a small pile of debris outside the station and spread to a bale of plastics and then to the building itself. The fire occurred during the night. It was spotted by a passing motorist who called 911. By the time help arrived it was too late. The building, equipment and other contents were totally destroyed.

The town belongs to the Local Government Center's Property Liability Trust, a type of municipal self-insurance pool. They have been excellent to work with.

Recovery has been slow. A new backhoe was purchased in October using insurance money and money from the Heavy Highway Capital Reserve Fund. The Transfer Station building was removed in November and plans are underway for replacement. The Board and the Landfill Committee met to review the transfer station operation and has decided to move to single-stream recycling. The replacement building will reflect changes proposed. The Board plans to hold a public hearing on accepting the insurance money for the transfer station building and will present replacement plans at that time.

The Board has worked with the Department of Environmental Services to assess how much hazardous waste was generated by the fire. We also hired Horizons Engineering, Inc. from Littleton to help with this. We found that we only have \$10,000 to cover hazardous waste disposal so we had to pay for some of these expenses from the Solid Waste budget.

For 2012 the Town of Gorham proposed a one year contract for the Gorham Police Department to handle all calls in Shelburne at a flat cost of \$14,000 which was approved by the voters at town meeting. The Town of Gorham decided not to offer Shelburne a contract for 2013. The Board has decided to let the State Police handle the coverage for Shelburne and to investigate other options. It was decided to once again budget \$14,000 for police coverage so if another solution is found there will be money available to pay for it.

Shelburne's 2012 town report won second place in the New Hampshire Municipal Association Town Report Contest for towns with populations under 750. Thanks to Jo Carpenter and Ann Leger for their creative work.

For several years the Board has found budget development to be a challenge due to rising costs, declining revenues, problems that need to be addressed, the state of the economy in the North Country, the United States and the world. This year was no different.

The Board is committed to trying to keep expenditures down while at the same time addressing the needs of the town. At this time it appears that the town portion of the tax rate will increase slightly less than 15%.

Lastly, the Board would like to thank all the town departments for working to keep their budgets and expenditures down.

Selectpersons – Stanley Judge, Lucy Evans, Heidi Behling



Town Clerk Report

Town Clerk office hours: Tuesdays 3:00 to 6:00 p.m.
Fridays 10:00 a.m. to 2:00 p.m.

Registrations: Renewals during the month of your birth.

Dog Licenses: Due by April 30th , if the dog is 3 - 7 months old - Puppy - \$6.50. Over 7 months
Neutered/Spayed- \$6.50
Un-neutered/Un-spayed- \$9.00
Owners 65 or over may register 1 dog for \$2.00; others at regular price

Current Rabies certificate is required to register a dog.

\$25.00 fine if not licensed by June 1st. - RSA 466:13

Voter Registration: New voters may register with the Supervisors of the Checklist or the Town Clerk or Deputy Town Clerk.
Proof of age, residency and citizenship are required.

Vital Statistics for 2012

Resident Births	1
Resident Marriage	2
Resident Death	1

We have taken the first step toward becoming a municipal agent by purchasing and installing the Avitar Town Clerk Module. This has sped up the registration process. When the state allows us to become a municipal agent we can update this module.

Rodney Hayes, Town Clerk

PUBLIC WORKS

This has been a busy year and complicated year. We completed several important projects. The Village Road was paved from the Meadow Road Intersection to the bridge. This section has needed work for several years and is now greatly improved. Power House Acres, one of the first subdivisions in Shelburne, which badly needed paving was also done. The cost of the two projects was over \$53,000. The 18" culvert between Croftie and Philbrook Farm that had partially collapsed was replaced with a 24 inches culvert. A new roof was also was installed on the Highway and Fire Department garage.

On September 13th the Transfer Station was completely destroyed by fire. All of the equipment (backhoe, new skid steer, forklift, balers, bins, etc.) were a total lost, as well as, all of our tools and supplies.

The backhoe is the most important piece of equipment that the town owns. It is used every day and is the life line of the Highway Department so following the fire its replacement was made the priority. Much time was spent researching what should be purchased. After meeting with the Selectpersons and the Budget Committee, it was decided to purchase a new one at a cost of \$90,000. This was accomplished by using the insurance money from the destroyed backhoe, skid steer and forklift were used - \$71,000 and \$19,000 was withdrawn from the Heavy Highway Capital Reserve Fund. The replacement of tools and supplies are being done on a need basis.

I would like to remind everyone that when we do have a storm it is important not to park on the road and it is against the law to plow snow into the road and leave it there. Snow left in the road could cause a serious accident for one of your neighbors.

Keep in mind that the plow truck on the North Road has the right of way under state statute for being over width, over height and over weight during the maintenance of the roads. The plow cannot move or stop quickly. Please be cautious. Let's all be safe. Ken Simonoko, Road Agent

SHELburnE WASTE DISTRICT

The operation of the Transfer Station continued smoothly until the early morning of September 13 when a fire started in some pallets near the building. Before it was out, the building and all of its contents were a total loss. By Saturday, 2 days later, containers were ready to receive waste and recyclables on a temporary basis. Luckily some of the Town vehicles were not in the building at the time and were thus spared. Over the next several months many changes have been made. These include single stream recycling, instead of presorting, which will have all of the plastics and papers mixed and then sorted at a downstate facility. Likewise, all of the iron/steel including cans now go into one container. Now, only glass and aluminum of the original categories are separate. We still separate electronics, some batteries and fluorescent lights.

Meanwhile a new backhoe has been purchased as the old one was lost. Because of the changes in recycling, we are not planning to buy a skidsteer, balers or some other equipment that was lost, instead, using the insurance from these items toward the new backhoe.

While we are operating through the winter due to the tremendous efforts of the transfer station crew, we do need to have built a new "recycling" structure. Work has been underway over the last several months to define what is needed for space to house containers as well as operating maintenance and storage space for the various large vehicles that have been stored in the transfer station building in the past. This will ultimately mean two buildings. It is anticipated that the new method of operation of the transfer station will result in a reduction of costs, but the amount will not be confirmed for a few years.

Pay-as-you-Throw bags are still available at both the Town office and the transfer station, and the cost is still \$7.50 for a roll of 5 bags. The sale of collected recyclables brought in \$783 this year. The town received \$761.00 for landfill fees, and \$7,103.00 from the sale of

green bags. The income from sale of bags offset over 18% percent of the solid waste budget for the year. In addition we have put over \$ 1,554 into the landfill equipment account against future purchases.

All of the piles of debris, such as tin cans, have been removed. The transfer station charges for items which are neither recyclable or in green bags. Thus, for example, demolition debris will be charged at the amount estimated for their eventual disposal. For large jobs, such as reshingling a house, it is suggested that one hire a dumpster which can take the material directly to the landfill thus avoiding the need for double handling.

The Household Hazardous Waste collection day is scheduled for June 1. Please look for information at the transfer station in May. Please note that all costs for taking hazardous waste to the collection come from state grants and from the expendable trust fund. There are no individual costs on the day of collection for Shelburne residents.

We wish to thank all who helped to make the recovery from the fire go smoothly, and to help reduce the waste. Please join us for coffee and donuts.

The Transfer Station Crew



Dump'n'Donuts lives on - first Saturday after the fire
Darryl Bennett, Bob Pinkham, Randy Stiles & Ken Simonoko

SHELBURNE POLICE ANNUAL REPORT

During 2012, the Gorham Police Department continued to provide police service to the Town of Shelburne through a Memorandum of Agreement (MOA). The agreement for service was based on a formula that calculated the number of man hours and cruiser mileage per call for service. Under this agreement, the Town's first quarter cost for police service was \$757.31. After town meeting, an annual service MOA was reached that was based on a flat fee of \$14,000 for police service, which equated to a \$3,500 quarterly expenditure.

A majority of the calls for service fell under the "General" police service category, which did not require immediate police response, but approximately one-third of police calls for service were categorized as "Emergency" calls for service, which required immediate police response.

2012 CALL FOR SERVICE SUMMARY

	Total
Shelburne Police – Emergency	42
Shelburne Police – General	135
Shelburne Police – Arrest	2
Shelburne Criminal Investigation	3
Shelburne Criminal Prosecution	2
Shelburne Police Reports	2
Shelburne Police Patrol	2

It is the Gorham Police Department's intent to deliver prompt, professional police services to the residents and visitors of Shelburne through fair and equal enforcement of the law.

PJ Cyr, Chief of Police

FIRE DEPARTMENT REPORT

The Shelburne Fire Department is pleased once again to report that no serious residential fires occurred in 2013. I want to thank everyone for their diligence in safety concerns, maintaining heating systems and getting chimneys cleaned. We did have the Transfer Station fire which required help from Gorham, Randolph and Gilead, with Milan covering Gorham.

We have had another busy year with the following:

Calls

Assisting other departments:

Gorham	3
Randolph	0
Gilead, ME	4

Other types of calls we responded to were:

Vehicle accidents	8
Inspections	4
Fire	5

Training

The department holds monthly trainings. The following trainings were held this year:

Pumping
Draft from pond
Hydrant flushing
In ground water tank pumping
Rope inspection and handling
Scott air packs
Hazmat
Radio



The department had more than 200 hours of donated time to report this year.

Reminders:

Remember, if you are in need, the department has a collection of items which you may borrow free of charge:

Canes

Walkers

Wheelchair

Hospital bed

Potty chair

Call a local Fire Warden for a burn permit

Tom Hayes	466-3989
Peter Nickerson	466-3834
Bill Davenport	466-2971

The Fire Triangle

Four things must be present at the same time in order to produce fire:

- Enough oxygen to sustain combustion,
- Enough heat to raise the material to its ignition temperature,
- Some sort of fuel or combustible material, and
- The chemical, exothermic reaction that is fire.

Take a look at the following diagram, called the "Fire Triangle"



Fire Triangle



Oxygen, heat, and fuel are frequently referred to as the "fire triangle." Add in the fourth element, the chemical reaction, and you actually have a fire "tetrahedron." The important thing to remember is: take any of these four things away, and you will not have a fire or the fire will be extinguished.

Essentially, fire extinguishers (and Firefighters) put out fire by taking away one or more elements of the fire triangle/tetrahedron.

Fire safety, at its most basic, is based upon the principle of keeping fuel sources and ignition sources separate.

I want to welcome Aaron Hillsgrove to the Fire Department. I would also like to take this opportunity to thank the firefighters, officers and their families of Shelburne, Gorham & Gilead.

Thank you to the Gorham Police, NH State Police, and Gorham Ambulance, which of course includes our local EMTs, George & Luc Corriveau, and the Shelburne Ladies Auxiliary.

Tom Hayes, Fire Chief

EMERGENCY MANAGEMENT

This year we had no major disasters in our area.

We are still concerned about the amount of gravel dropped down stream of the Village Road Bridge and continue to try to get FEMA to look at this section of Clement Brook.

New Flood Insurance Rate Maps (FIRM) became final on February 20, 2013. They were adopted by the Board of Selectpersons following a public hearing held on January 22, 2013. The adoption of the maps was the final step needed to insure that the town be able to remain in the National Flood Insurance Program. This program allows homeowners located in the flood plain area to purchase flood insurance at a reasonable rate.

We received a grant to update our Local Emergency Management Operating Plan which must remain current to receive grants and federal disaster funds. We hired June Garneau of Mapping and Planning Solutions to help us with this project. We met monthly April 2012 through January 2013. We have a few loose ends to tie up to finish the project. We want to thank Building Inspector Rav Bennett, Fire Chief Tom Hayes, Gorham EMS Director Chad Miller and Gorham Police Chief P. J. Cyr for all the time they put in working on this project.

We continue to work with Brookfield Power to make sure we are ready for flooding emergencies involving the Androscoggin River.

It is very important for each household to be prepared for an emergency. The Red Cross recommends that at least 3 days worth of water and food be kept on hand. We still have some weeks of winter to go and then there is always the possibility of spring floods, when parts or all of Shelburne could be cut off from either Gorham or Maine. So plan ahead and stock up. Stanley Judge, EM Director

SHELBURNE PUBLIC LIBRARY

The library has completed its renovation. Only a few finishing touches are needed and we will be completely finished. The walls and trim are painted warm and welcoming colors. The floor has been carpeted. The walls are decorated with photographs of local wildlife donated by Shelburne residents.

One of our new additions is a table with chairs. This has been very useful. The library has begun holding a coffee hour on the Tuesdays that there is no Senior Breakfast. It is a great opportunity to get together and talk. There has always been a great selection of "goodies" provided by those attending. There is no charge for attending. The library supplies coffee, both regular and decaf. The time is 8:00 am. Steve Tassey generously donated the coffee pots.

The library has a great selection of audio books for those who enjoy them. We also have the two computers and a printer that are available for everyone's use. We have free wi-fi that is available in the building and also outside our building. We are also able to borrow books through interlibrary loan if there is something you need and we do not have it on hand.

The Library hours are 2:30 to 4:30 pm on Thursday and 9:00 to 11:00 am on Saturday. Arrangements can be made if those times do not work for you.



LIBRARY FINANCIAL REPORT

Checking Account

Balance – 12/31/112 \$4,958.89

Revenues

Town of Shelburne – 2012 Appropriation	\$850.00
Donation	3.00
Interest	<u>0.12</u>
Total	<u>\$853.12</u>

Expenditures

New Carpet	\$2,472.85
New Table & Chairs	799.95
Glass for Table	185.19
Subscriptions	114.95
Supplies & Misc. Expenses	<u>225.12</u>
Total	<u>\$3,798.06</u>

Balance as of 12/31/12 \$ 2,013.95

Library Trust Fund

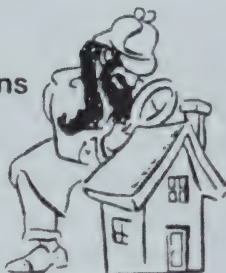
Balance – 12/31/12 \$ 2,593.92



BUILDING INSPECTOR REPORT

In 2012, 12 building permits for various projects were issued:

Houses	2
Sheds/workshop	1
Additions	2
Alterations/Renovations	1
Deck	2
Carport	2
Camping Cabin	2



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

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

Rav Bennett, Building Inspector

PLANNING BOARD REPORT

The Planning Board had another relatively light year in the number of issues coming before it. The Board's principal activities during 2012 were a boundary line adjustment and continued work on the Master Plan. We have finished our review of the Natural Resources Chapter and have made significant progress in the Land Use section. At present we are looking into whether we need to add a section on Energy – this being a new area the State has added to the planning process.

There are no changes to the zoning being brought to Town Meeting this year. The Floodplain maps have been accepted by the Selectpersons following public hearing and the wording voted last year was sufficient to cover any minor changes that occurred in the final revision. At this time the Board is not recommending any changes to the Site Plan Review or Subdivision Regulations based on the new maps.

Finally there is still a lot of work required on the Master Plan in the areas of Demographics – Housing and potentially Energy – the Board would love to have volunteer groups to work with us in these areas.

John Carpenter, Chairperson

TOWN FOREST

The trees in the Town Forest continue to grow, as trees tend to. More and more birches are old enough to turn their classic white. Unfortunately, the “Weed Trees”, the maple, cherries, etc., are doing equally well. This trend of natural aging also shows up in the increasing frequency of the breakdown of the operators. The guy pushing the mower limps a bit more than last year; the geezer running the power brush cutter has a tube of Bengay in the glove compartment. The need for new blood on the Town Forest Committee gets more pressing every year.

Still, with luck and some struggle, the Memorial got raked and mowed, the trash, pine cones, branches and leaves got picked up, and in general, the place looked like a respectable Veterans' Memorial.

One of the jobs that will soon be faced is the painting of the flag pole. We will have to enlist aid for this, since the pole is a real beast to take down. The posts holding the sign for the Shelburne Birches are also getting pretty rusty, but they are low enough to pose no problem.

The new utility poles in the birches now have three cables on them. This is not unexpected since we were aware that, once poles are in place, the owner can sell their use to anyone. I do, however, remember a representative of the company remarking that "one thin cable would hardly be noticed." This, of course is progress.

Again, thank you to Mike Ryan for hours of running the mower.



CEMETERY COMMITTEE

The Cemetery Committee did not hold many meetings, as everything seemed to be going smoothly.

Using money from the Wheeler Cemetery Trust Fund we replaced the back fence. This was the last section that needed to be done so the fencing project is complete.

In December a vehicle involved in an auto accident destroyed half of the front fence at the Hazelton Cemetery. We have been dealing with an insurance company but have not agreed on a settlement. The fence will be repaired in the spring.

There were 5 cemetery lots sold. The money will be voted into the Cemetery Maintenance Trust at town meeting.

We want to thank Ken Simonoko and Zack Wight for the great job they do maintaining the cemeteries.

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 \$50.00 for a cremation urn. When a burial needs to be scheduled please contact Ken Simonoko, 723-0865 and remember winter burials are not allowed.

Bob Waddington, Bill Healy, Cynthia Gralenski, Cemetery Trustees



Shelburne Union Church

The historic Shelburne Union Church is a non-denominational church located in the center of Shelburne Village. The church is opened to the public for services through the months of July and August. Traditionally, services begin at 7:00pm on Sunday evenings and a schedule of officiates is published in the Berlin Daily Sun and posted at the town hall and land fill.

An annual meeting was held in the public library on November 11, 2012 and new officers were elected. The church committee welcomed Burton & Tillie Meyers as the Chairman and Secretary of the church. Kimberly Landry stayed on as Treasurer and Tom Hayes as the at large member of the committee. There was discussion concerning the improvements needed for the church which include a new roof as well as interior and exterior paint. If anyone is interested in helping with these needs or organizing an event to help raise funds for maintenance of the church, please contact Burton & Tillie Meyers at 466-2490 or Kimberly Landry at 466-5353.

Thank you to those who volunteered their time, services and baked goods toward this year's fundraiser bake sale. Your support is greatly appreciated.

The Shelburne Union Church Committee



SHELBURNE HERITAGE COMMISSION

The Heritage Commission has had many accomplishments this past year:

- We have had several open house tours of the “Historic Peabody House” this summer. Fliers were designed for the “Open House”, posted at the information booth in Gorham, and other locations. Also, a group email was sent out as a reminder of the special dates, as well as facebook, a useful tool for marketing. **Join our mailing list, contact information below.**
- Hildy Danforth will be remain as our historical consultant.
- We are in the process of recruiting one new member to the board. To be announced at our next meeting.
- The Historic Peabody House has had the electrical system inspected.
- This year we are also in the process of designing a “Post Card” of the Historic Peabody House, and a “Photographic Timeline”.

The Heritage Commission members currently are: Cynthia Gralenski, Roger Morrissette, Ken Simonoko, Betty Werner, Mary Jo Landry, and Heidi Wight, meeting tentatively once a month. 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.

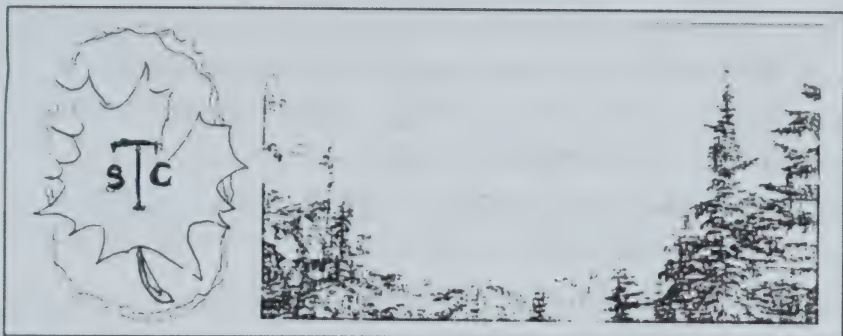
Our heartfelt thanks for the many generous donations of personal time, and monetary from our many supporters, they are greatly appreciated, and needed for success.

In the coming year we would like to welcome all to come explore, discover, and learn about our heritage, and culture, through upcoming interactive events, tours, programs, photographic timelines, historic books, and displays at our historic Peabody House. A step back in time...

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 is: Shelburne Heritage Commission, 74 Village Rd., Shelburne NH 03581. 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, painting, restoration, carpentry, thru group participation and/or adopting those types of projects.

Respectfully submitted on the behalf of the Heritage Commission





SHELBURNE TRAILS CLUB REPORT

The Shelburne Trails Club (STC) completed its third successful year as a locally based hiking club in Shelburne and continues to reopen “lost trails” and improve the maintenance on our system of local hiking trails. If you would like to be a part of the club, contact Larry Ely, President, at ShelburneTrails@maine.rr.com or 603-723-5822.

Club Accomplishments for 2012:

- New side-trail from Peabody Brook Trail to Bald Cap Peak Ledges was cleared and blazed
- Middle Mountain Trail was completely brushed and cleared with additional re-routing and was blazed along its full length
- Club assumed maintenance of the Philbrook Farm trails system and the Red, White, Yellow, Yellow Cut-off, and Blue trails were cleared, along with the reopening of the side trail to Mary's Aerie

- The Gates Brook Trail continued to be upgraded along its trail extension to the Austin Brook Trail for a new loop route more accessible for backcountry cross country skiers
- Additional signs were created and installed at trailheads and junctions
- Work was begun to explore the installation of a manual-pull cable car on the “Yellow” Trail across the Austin Mill Brook
- STC offered a community program at the Town Hall in March in conjunction with the Shelburne Conservation Commission. The presentation “New Hampshire’s Wild History: 350 Years of NH Wildlife” was accompanied by a program highlighting Shelburne’s native wildlife with photos submitted by local residents



June Trails Day Volunteers at BBQ

- Volunteer Trail Days were held in June and October, with focuses respectively on the Middle Mountain and Bald Cap Peak Ledge trails and the Philbrook Farm trails. Volunteer Work Days followed with a BBQ or Chili Luncheon for trail volunteers after each of the work trips
- STC's Annual Meeting was held in November with a program on the history of Shelburne's extensive conservation lands.
- Club volunteers expended numerous hours in maintaining the reopened Scudder Trail and Scudder cut-off to Mt. Cabot

STC received a grant of \$500 from the Mahoosuc Initiative to complete funding needed for AMC cartography work on the club's yet to be published Shelburne Trails Map. Work on the map is continuing and cartographer Larry Garland continued extensive field work this past year in Shelburne updating the locations of the Philbrook Farm trails and recent re-routes of other trails maintained by STC. Fund raising is underway for the publishing expenses for the trails map and a portion of a \$2,500 grant to the club from The Betterment Fund will be applied towards those costs. The club hopes to have the new trails map published at the beginning of the 2013 hiking season.

The Shelburne Trails Club began serving as a partner of the Mahoosuc Initiative; a multi-partner regional collaborative focused on our region's

natural resources and local community's sustainable economic development, and received a generous grant from The Betterment Fund to promote the club's activities in cooperation with the goals of the Mahoosuc Initiative. Hikers will see the use of those funds in trail improvements and other benefits to the club.

Club member Michelle Cormier generously donated 6-dozen T-shirts with the STC logo to the club. Sales of the shirts generated \$210 for the club in 2012 and will continue to be offered for sale at club events until all are sold. Michelle and Paul Cormier also donated an old stream-crossing cable car from their closed camp along the Gilead border to the club.

Tim Buxton with new STC Logo T-Shirt



The club wishes to express its appreciation to the many private Shelburne landowners whose cooperation make possible the use and maintenance of our trails to the many Shelburne summits and viewpoints. Those owners include the Philbrook Farm Inn, The Conservation Fund, the Society for Protection of NH Forests, the Gorham Land Company, Bayroot LLC timberlands managed by Wagner Forest Management, Ltd, and Mill Brook Trust owners Matt and Lona Tassej, along with many

others. With member and community support, the club will continue to enhance hiking opportunities in Shelburne.

Members/Friends Who Contributed Trail/Vista Work or Donated Time to Club work in 2012:

Dick & Pat Lussier, Tom & Becky Sweeney, Darryl & Ann Bennett, Larry Ely, Ginger Lawson, Katie Stuart, Tim Buxton, Bob & Beverly Pinkham, Nancy Eaton, Sally Dinsmore, Ned Baldwin, Margaret Hamel, Michelle Cormier, John Compton, Kevin Jones, Marty Zafran, George Brown, Larry Garland, Dave Landry

STC Board of Directors/STC Officers for 2013: STC Pres. Larry Ely, STC V.P. Nancy Eaton, STC Secretary (Vacant), Dick Lussier, Darryl Bennett, and Bob Pinkham and Treasurer Pat Lussier.

Former Secretary Katie Stuart and Treasurer Jody Landry are especially thanked for their service to the club. All of our work this year would not have been possible without the support of club members and volunteers and the board and officers would like to thank all of you.

Grateful thanks also to Jo Carpenter and the Town of Shelburne for allowing the use of the Shelburne Town Hall for our meetings location.

Larry Ely, President

FOREST FIRE WARDEN & STATE FOREST RANGER

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a 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. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 603-271-1370 or www.des.state.nh.us for more information. Safe open burning requires diligence and responsibility. Help 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.nhdf.org.

Due to a record warm winter and little snow, our first fire occurred on February 4, 2012 with several more early fires to follow. Normally a large percentage of the warm windy days with low humidity occur when the ground is saturated from a long snow covered winter. By the time the surface fuels and ground dry out enough to burn, we only have a few weeks until "green up". This year however we had an extended period of these favorable spring fire conditions. Our largest fire in the state was 86 acres. The average size fire was 0.6 acres. Extensive summer rains kept total acreage burned to near normal levels.

As has been the case over the last few years, state budget constraints have limited the staffing of our statewide system of 16 fire lookout towers to Class III or higher fire danger days. Despite the reduction in the number of days staffed, our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The

towers fire spotting was supplemented by contracted aircraft and the NH Civil Air Patrol when the fire danger was especially high. Several of the fires during the 2012 season threatened structures, a constant reminder that forest fires burn more than just trees. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

2012 FIRE STATISTICS

(All fires reported as of November 2011)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS		
County	Acres	# of Fires
Belknap	3.6	7
Carroll	5.5	25
Cheshire	8.3	43
Coos	11.8	35
Grafton	96.5	59
Hillsborough	34.2	64
Merrimack	20.8	31
Rockingham	6.4	21
Strafford	12.9	19
Sullivan	6	14

Cause of Reported Fires	Total Fires	Total Acres
Arson	14	2012 318 206
Debris	105	2011 125 42
Campfire	14	2010 360 145
Children	15	2009 334 173
Smoking	17	2008 455 175
Railroad	0	
Equipment	6	
Lightning	7	
Misc.*	140	(*Misc.: power lines, fireworks, electric fences, etc.)

ONLY YOU CAN PREVENT WILDLAND FIRE



GORHAM COMMUNITY LEARNING CENTER

In 1978, Jimmy Carter was president, the cost of a new home was \$54,000, the median household income was \$14,000, a stamp cost \$0.13, and a gallon of gas was \$0.62. But more importantly, in 1978 the Gorham Community Nursery School opened its doors. The nursery school was located at the Congregational Church, where it remained until 1999. Two teachers, who were not required to have any formal training, taught fifteen children two mornings a week. The primary goal of the curriculum was socialization, and families were billed only when their child attended. Supplies were purchased by the teachers or were donated. Donations served as a major contribution even 35 years ago.

Fast forward to 2013. Barack Obama is president, the median cost of a new home is \$200,000, the median household income is about \$70,000, a stamp costs \$0.45, and a gallon of gas is \$3.45. Thirty-five years later we are now the Gorham Community Learning Center, an NAEYC-accredited center providing tuition-based early education and full day child care five days a week year round. Our twelve staff members have education in early childhood, ranging from Bachelor's degrees to formal workshop training hours. The primary goal of our curriculum is to build the whole child through meaningful play and activities. Supplies are purchased through grants, income and donations. Donations serve as a major contribution even 35 years later.

Our mission is to **provide the foundation for lifelong learning.** We have developed and maintained a strong

collaboration with the local school district as well as with the SAU 20 and SAU3 special education programs. We are currently involved in many intertwined activities such as Handwriting without Tears, Jolly Phonics, and a new social emotional curriculum called "Social Thinking." Our teachers work closely with the Ed Fenn kindergarten program to prepare students for the formal school environment. During 2012 we served approximately **50 students** from the Gorham, Randolph and Shelburne areas. Our students can be seen walking to the Common, to the Gorham Library, to the Ed Fenn, and to the various businesses who provide us with enrichment visits and field trips. "Community" is not a one-way street—it is a busy exchange of ideas and experiences in the lives of our students and in the life of the town of Gorham. We look forward to the next 35 years! Thank you for your continued investment in the future!



The Family Resource Center

123 Main Street
Gorham, NH 03581
603-466-5190 (T)
603-466-9022

Hon. James E. Michalik, *Retired*

(F)

Executive Director

Satellite Offices in Lancaster, Colebrook and Littleton, NH

www.frc123.org

Annual Report of the Family Resource Center to the Town of Shelburne

FRC Project Youth Afterschool Program: 40 of the 93 students at the area Middle School (grades 6-8) are enrolled in our Afterschool Program. Over the 2011-2012 academic school year we note the following:

- 48% of students saw increased Language Arts Grades
- 42% of students saw increased Science Grades
- 44% of students saw increased Social Studies Grades
- 38% of students saw increased Math Grades

In addition to significant homework assistance students planned and participated in:

- ✓ *Veterans Appreciation Dinner for all North Country Veterans – Students sponsored an annual Veterans Appreciation Dinner at the American Legion Post #82, serving 100+ and interacted with Veterans and their families from many towns in Coos County. This year students created and mailed personal invitations.*
- ✓ *Collection of Weather and Snow Data – Students collect and supply data to the NH Fish & Game Department to help monitor conditions affecting the local deer population. Students enter this data into a data base created by the students of Milan Elementary School.*
- ✓ *FRC Project Youth students held a road toll in to raise funds for their Teens Helping Teens Project initiated to let no teen go without a gift through the holiday season. The students raised the funds, created a budget, did all the shopping and delivered their chosen items to be added to the Toys for Tots project. Total funds raised from the road toll, enabled the students to purchase \$394.21 worth of gifts specifically for teens.*
- ✓ *Week of Service/Worldwide Community Action Initiatives: As part of the I was Here initiative, designed by recording artist Beyonce, the students viewed her video and strategized ways that they could make their mark this upcoming school year as a group and individual. 1) Students wrote letters to be included in Operation Military Kids Hero Packs*

for their 9-11 Day of Service. 2) Letters were written to students' grandparents as part of the Do Something Grand initiative, but they also went one step further. Students went to Coos County Nursing Home to play Bingo with the residents and everyone departed with smiles and students were asked to come back soon.

- ✓ *Northern Forest Heritage Park was in need of carvers to make their Pumpkin Bridge a success for the annual River Fire. GASP students rose to the challenge and carved 15+ pumpkins to help light the way.*
- ✓ *GASP students are once again partnering with the Gorham Community Learning Center for the Reading Warriors program. This year, in addition to bringing our rolling library, students wrote their own short stories to be read and animated with puppets to the young children.*
- ✓ *In 2012 the FRC was honored to be selected as the Cumulus Media - WPKQ (FM 103.7) Year of Service Partner. This opportunity provided a number of our Afterschool youth, including students from the Shelburne/Gorham area to tape Public Service Announcements at the radio channel's studio. They experienced, first-hand, the workings of the radio studio and were thrilled to hear their voices in the PSA's that were played with great frequency in the North Country. The FRC Board and Staff are very grateful to Cumulus Media - WPKQ (FM 103.7) for that opportunity.*

Family Support Programs: The FRC continues to deliver quality family support services to local families including **Toddler Time** for Shelburne/Gorham area families. At Toddler Time infant to age 3 children and their caregivers are provided healthy activities designed to improve relationships and strengthening parenting capacity. In the **Deployment Cycle Support Program** FRC staff provides supportive services to Shelburne/Gorham area families whose parent or child is engaged in the pre-

deployment, deployment and post deployment cycle of US military service. FRC's **In Home Family Support Programs** brings experienced case workers into the homes of local families to help heal family dynamics and provide support and referral services to re-energize positive family relationships and re-engage these families into the fabric of the community. In 2012, with the continuous generous support of local businesses, we continued our traditions of supplying area families & children with **school supplies, winter coats & gear and holiday food baskets and gifts**. We continue to host **Senior Meals** on a weekly basis and otherwise make the FRC available for community gatherings and meetings. Given our current economic climate these assistance programs were particularly welcomed by many.

Working Families Program: 56 Shelburne/Gorham Families reaped the benefits of FRC's free Volunteer Tax Assistance Program (VITA) in tax year 2011. County-wide a total of 497 Families collected over \$612,000 in Federal Income Tax returns due to the FRC's VITA program.

We sincerely thank the people of Shelburne for their past and continuing support of the FRC. We are proud of the many relationships we have forged as we work together towards a healthy and vibrant place for families. We look forward to many years of continued collaboration with our neighbors.

*Strengthening Families . . . Building Communities
Serving the North Country for 15 years*

NORTH COUNTRY COUNCIL

The first thing I would like to do is thank you all of for your support of North Country Council this past year. For a portion of the year I was out on medical leave and I would like to thank the board and my staff for doing an excellent job of maintaining a high level of service to our communities. Once again, I would like to reaffirm the Council's commitment to serve the community and regional needs.

The Council continued to deliver planning and economic development services throughout the region. We have continued with our traditional programs in master planning, natural resource planning, and transportation planning and these will continue to be a focus of North Country Council.

We continue to be very active in transportation planning. We are the recipient of a grant from the New Hampshire Department of Transportation that enables us to provide assistance to communities and staff the Transportation Advisory Committee for the region. I urge all of you if you have not been involved with the advisory committee to give us a call and arrange to attend one of our meetings. We have been active in other transportation programs such as North Country Ride Share, Safe Routes to Schools and Scenic Byways which are all described in our annual report on file at your town office. Next year we will begin the process of updating the Transportation Ten Year Plan and hope that many of you will be able to participate.

In economic development we continue our strong relationship with the U.S. Department of Commerce and Economic Development Administration (EDA) in bringing funding and project development to the region. Two projects that we are very involved with is the reuse of the Groveton Mill and the Dartmouth Regional Technology Center (DRTC) incubator in Grafton County. We also continue to help in the development of the incubator in the Mount Washington Valley and are hopeful that a recent application to EDA will be awarded. We also absorbed the

EDA revolving loan fund from BEDCO, which ceased operation in 2011.

The planning department has also been busy and as you look through our annual report you will see variety technical assistance activities that were provided to a number of communities in our region. We also began a major program to update our regional plan thanks to a grant received by the nine planning commissions from the Department of Housing and Urban Development (HUD). This project, called Granite State Futures (GSF) project will be continuing this year and I urge you to attend some meetings that we will be having throughout the region. Community input is at the core of the GSF project and we need your input.

Again, thank you for all your support for the Council. I hope that I and my staff can continue to be of service to your community. The Council is here to serve you. It is your organization. Our staff and Board are committed to responding to community needs. If there is a project or a need in your town, please call us. We are dedicated to both supporting our individual towns and promoting regional unity in the North Country.

Michael King, Executive Director



REPORT TO THE PEOPLE OF DISTRICT ONE



As one of five members of the Executive Council, I will again take the Oath of Office on January 3, 2013. I am now representing 108 towns, four cities – Berlin, Laconia, Claremont and Lebanon – spread across all or parts of seven of NH's ten counties – Carroll, Grafton, Belknap, Coos, Sullivan, Strafford and Merrimack. I was sorry to lose, through the redistricting process, the towns of Belmont and Charlestown.

Governor Hassan will be the tenth Governor I have served with in the last 35 -36 years of public service to the 263,000 people of this large Northern Rural District. The Governor is required to nominate citizens to serve on the dozens of volunteer Boards and Commissions which the Council will vote on. I urge anyone who is interested in serving to send a letter of interest and resume to the Governor's Office, 107 North Main Street, Concord, NH 03301. For a list of the Boards and Commissions go to <http://www.sos.nh.gov/redbook/index.htm>, contact my office or utilize your local town or city library.

With support of the NH Health and Human Services Department, I have three District Health Councils which meet about every 4 months with Commissioner Nick Toumpas and his staff for 2 hour. We receive updates and respond to local health concerns, consumers, providers and elected officials – local, county and state. These 2 hour sessions are open and frank discussions about the health of all NH citizens. The notification is by email. Please send me your email to add to the list if you are interested at ray.burton@myfairpoint.net.

2013 – 2014 is the year of the 10 year NH Transportation Plan. The five member Council will work closely with the local Regional Planning

Commissions; hold required hearings on the recommendations for the next ten years for all modes of transportation – highways, rail, air and public transportation. We then submit our recommendations to the Governor by December 15, 2013. The Governor reviews and submits her recommendations of the plan to the NH House and Senate by February 15, 2014 which will become a legislative bill concluding with a new 10 year transportation plan by July 1, 2014. Keep in touch with my office or the NH Dept. of Transportation Planning Office at 271-1484 on this. There will be some interesting and in depth discussions and votes.

Please contact my office anytime I can be of assistance. I enjoy participating and speaking at local events and consider it an honor to serve you.

Raymond Burton, Executive Councilor – District One



LETTER FROM SENATOR JEFF WOODBURN

Dear Constituent:

As the North Country's Senator, I want to thank you for the opportunity to represent you in Concord. My goal is to be practical and work with everyone to improve life for people in the North Country.

Prior to taking office, I led a bipartisan delegation of State Senators and Executive Councilors on a tour of the North Country. Shortly thereafter, I took our new Governor Maggie Hassan on a similar tour. I showed them the real North Country – the beautiful and the beleaguered. My goal was to increase their understanding of our culture, landscape and way of life and to build relationships that may expand our influence. It was done without any taxpayer's money.

Presently, I'm immersed in legislative activities. My immediate goals are to: open the state's closed rest areas/welcome centers, make sure that the North Country gets its fair share from the state's Room and Meals tax and pass the gaming/North Country economic development bill. The latter bill, which I'm a co-sponsor, will bring a permanent flow of approximately \$5 million to the region annually for job creation investment.

AS a member of the Senate Energy and Natural Resources Committee, I'm learning much about energy issues and how to best promote and protect our natural and cultural resources. I remain committed to burying the Northern Pass transmission line and making sure utility companies pay their fair share of local property taxes.

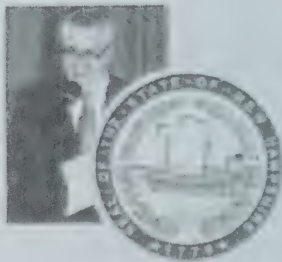
While I take my legislative responsibilities seriously, I realize that my work goes well beyond it. Over the next

two years, I will borrow and build upon the Ray Burton model of service. After all, it was as an intern in his Executive Council office that put me on this course. I will aggressively represent my constituents, keep an active schedule and be attentive to your needs and concerns.

Please feel free to contact me if I can be of service to you or your community. I can be reached at my State House office at 271-3067, or by e-mail at Jeff.Woodburn@Leg.state.nh.us or by mail at State House, LOB 5, Concord, NH 03301.

Regards,

Jeff Woodburn
North Country Senator



RULES, REGULATIONS AND INFORMATIONAL MATERIAL



NOTICE

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2016.

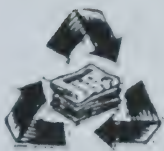
Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.
-

This notice must be:

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report.*

Read the full statute at RSA 674:39-aa Restoration of Involuntarily Merged Lots.



LANDFILL REGULATIONS



Hours: Saturday - 6 AM to 12 PM all year
Wednesday - 3 - 4:30 PM June 12th to September 4th

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 available at the Transfer Station.

Any items containing mercury are collected separately. See Ken or John for more information.

There are now 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. A list of fees is available at the Transfer Station.

The Transfer Station **does not accept** any hazardous waste including hazardous household waste. A Hazardous Household Waste Collection Day will be held again this year with the Androscoggin Valley Regional Refuse Disposal District. Details will be posted at the Transfer Station.

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

SPEED LIMITS IN SHELBURNE

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

East end of North Road - from intersection with Meadow Road to the Maine Line - 35 miles per hour.

Village Road and all other town roads - 25 miles per hour.



SNOW REMOVAL ORDINANCE passed 8/14/94

No person shall remove snow from his/her premises and deposit it on any street or highway.

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



PARKING BAN

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

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

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.

DOG LICENSES

It's the Law

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

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

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

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

\$ 6.50 - all neutered dogs

\$ 6.50 - puppies (3 - 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)

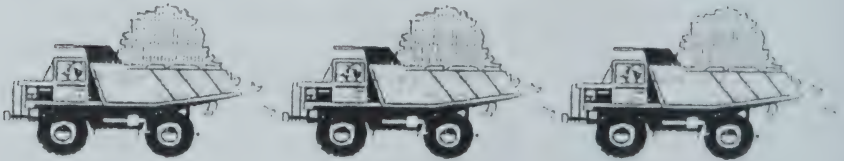
6. * It is now **State law** to have **all cats** 3 months of age and over **vaccinated against rabies**.



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

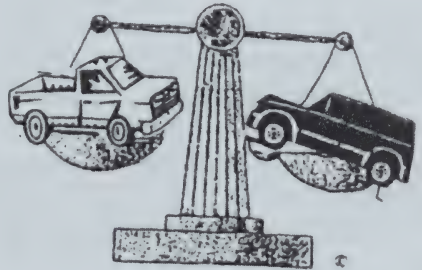
After holding a Public Hearing during the August 27, 1996 Selectmen's Meeting, the Board of Selectmen voted to set the following weight limits under the authority granted them by RSA 231:191 at their Selectmen's Meeting on September 5, 1996.

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



Burning and Permits

Contact your local forest fire warden or fire department for information on obtaining a written fire permit.

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 (requires the free Adobe Acrobat Reader at 100% actual size) from the local forest fire warden or local fire department in the town or city where the fire will be kindled. 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 or brush less than 5 inches in diameter, or 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 Open Burning Rules) requires the free Adobe Acrobat Reader.

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:

What are you going to burn? Material must be clean ordinary combustibles. Brush cannot exceed 5 inches in diameter.	How much help will you have during the burn? Your fire must be attended at all times, or completely extinguished.
Where are you going to burn? How far from the nearest	Do you own the land where you plan to burn? If not, do you have written

<p>structure, trees and dead vegetation or overhead phone or power lines?</p> <p>Fires must be no closer than 50 feet from a structure, or 25 feet if in an approved incinerator.</p>	<p>permission from the landowner?</p>
<p>When do you want to burn?</p> <p>Date, time of day, no burning 9:00 am to 5:00 pm unless it's raining (permit needed even when raining).</p>	<p>Will you be able to extinguish your fire if someone complains?</p> <p>Air pollution officials could require a fire be put out if there are smoke complaints.</p>
<p>What do you have for fire protection?</p> <p>A hose, shovel or rake, and a bucket of water should be available at the fire. You are liable for the costs of extinguishing escaped fires.</p>	<p>Are there any tires or tubes in the material to be burned?</p> <p>Tires, tubes, plastics, shingles, and foam rubber are just some of the prohibited materials.</p>

Commercial Permits

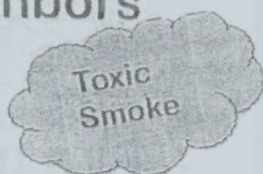
The Forest Ranger for your town/city and local Warden are needed to issue a commercial permit to burn when no other means of disposal of material is available, such as chipping, hauling to a landfill or other methods of legal disposal.

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.

Think Before You Burn!

Residential trash
burning releases toxic
air pollutants that put
you, your children,
and your neighbors
at risk.



Protect Your Health
Protect Our Future
Be a Good Neighbor

DIAL 911 FOR ALL EMERGENCIES

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

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

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

NOTES



*See ya
next year!*

EXTRA !
EXTRA!
YOUR VOTE COUNTS!



SHELBURNE TOWN MEETING

TUESDAY MARCH 12TH -- 7:00 PM
SHELBURNE TOWN HALL

GRS
COOPERATIVE SCHOOL DISTRICT
MEETING

THURSDAY MARCH 7TH -- 7:00 PM
GORHAM MIDDLE HIGH SCHOOL GYM

