

2018

ANNUAL REPORT



Town of Charlestown New Hampshire



With our sincerest sentiments, the 2018 Annual Report of the Town of Charlestown is posthumously dedicated to Mr. John Olson. Over the years John's generosity and work ethic have made significant impacts on Charlestown and its people. We will not attempt to list John's contributions both direct and indirect to the community for they are too vast, however, it should be noted that vehicles, real estate, equipment and perhaps most importantly advocacy for our community would be at the top of the list. Charlestown may have been, in some ways, a second home to John but, it would be difficult to find someone more dedicated to its success. In short, John was good to Charlestown and we hope that Charlestown was good to John.

ANNUAL REPORTS

Of the Selectboard
And
Other Town Officers

CHARLESTOWN, N.H.



For the Year Ending
December 31, 2018

"The Town of Charlestown prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) The Town of Charlestown is an equal opportunity provider and employer."

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SELECTBOARD

Charlestown's 2018 featured significant contributions from many Town departments, committees and volunteers. These individuals exhibited dedication and well qualified performance. The Charlestown Ambulance Service showed tremendous responsiveness and provided excellent service all year. In addition to its typical tasks, the Recreation Committee coordinated the Fall Festival as well as a Christmas craft fair, both were highly attended and successful events.

The Building Needs Committee was formed this year. The purpose of this committee is to provide strategic planning for current and future demands for municipal buildings and infrastructure. Warrant Article #10 requests \$40,000 in order to develop a comprehensive plan for the various needs of the Town and to secure professional analysis when needed. This committee has been meeting since June of 2018 and will continue to meet monthly as needed.

A highlight of this year's efforts is the securing of a grant for repair to the Silsby Library. Thanks to the hard work of Judi Baraly and Jim Fowler, an LCHIP grant in the amount of \$100,000 is available for the rehabilitation of the deteriorated masonry of the historic portion of the Library. Article #9 requests authorization to appropriate funds from the LCHIP grant as well as funds from the Library Capital Reserve Fund to be used for this project. The Selectboard strongly encourages an affirmative vote towards this important and needed project.

Many other smaller accomplishments occurred throughout the year. The Rotary bulletin board was relocated to the front of the Town Offices. The food shelf was relocated to the Town Hall. The new location will reduce overhead costs and allow for more funds to be used towards the food shelf's purpose. Other happenings in town include the commencement of the route 12 south widening project. Although this project will create some inconveniences, it is everyone's hope that the future benefits will be well worth it.

Much to the grief of the Selectboard and many other Town personnel, Regina Borden announced her retirement. Regina provided excellent services to various boards as well as assistance in the Town Offices since 2000. Her diligence and work ethic came through in all of her tasks and the Town is fortunate to have benefitted from her abilities over the years. The Selectboard offers Regina the sincerest thank you for her contributions and wishes her well in her future endeavors.

Along with the general operations of the municipality, the following items are on the agenda of the Selectboard for the upcoming year: Long term planning for the municipal water system; updating of the personnel policy; conversion of the municipal IT system to a higher quality and more efficient product; coordination with the Building Needs Committee; and implementation of a thorough building maintenance program.

In closing, the Selectboard would like to express its appreciation for the support of the Town employees, volunteers and citizens and thank all those whose efforts make Charlestown the community that it is.

Thomas Cobb, Chair

Steve Neill

Albert St. Pierre

OFFICIAL OFFICE HOURS/MEETING DATES

SELECTMEN'S OFFICE

Monday & Wednesday: 8 A.M. – 6 P.M.

Tuesday, Thursday & Friday: 8 A.M. – 4 P.M. except holidays

MEETINGS: first and third Wednesday, 6:30 P.M.

Tel. 826-4400

Fax 826-3709

TOWN CLERK/TAX COLLECTOR'S OFFICE

Monday & Wednesday: 8 A.M. – 6 P.M.

Tuesday, Thursday & Friday: 8 A.M. – 4 P.M.

Last Saturday of the Month: 9 A.M. – 12 P.M. except holidays

Tel. 826-5821

Fax 826-5181

BUILDING DEPARTMENT

Monday and Wednesday: 4:00 P.M. to 6:00 P.M.

Tel. 826-4400

HEALTH AND HUMAN SERVICES

Tuesday and Thursday: 9:00 A.M. to 2:00 P.M.

Other days on-call

Tel. 826-5266

1-800-894-8400

PLANNING BOARD OFFICE

Monday through Friday: 8:30 A.M. to 4:00 P.M.

MEETINGS: first and third Tuesday, 7:00 P.M. (Community Room)

Tel. 826-5368

Fax 826-3709

TRANSFER STATION

Tuesday and Saturday: 8:00 A.M. to 4:30 P.M.

Wednesday: 1:00 P.M. to 6:00 P.M.

Friday: 10:00 A.M. – 4:30 P.M.

Tel. 826-3201

CONSERVATION COMMISSION (Community Room)

MEETINGS: third Monday of each month: 7:00 P.M.

RECREATION COMMITTEE (Town Offices, 233 Main Street)

MEETINGS: first Tuesday of each month: 6:00 P.M.

EMERGENCY PHONE NUMBERS

Police, Ambulance and Fire – 911

(Police Department – non-emergency – 826-5747)

2018 HOLIDAY SCHEDULE

Tuesday, January 1 – New Years Day

Monday, May 27 – Memorial Day

Thursday, July 4 – Independence Day

Monday, September 2 - Labor Day

Thursday, November 28 – Thanksgiving Day

Friday, November 29 – Day after Thanksgiving

Wednesday, December 25 – Christmas Day

TOWN OFFICERS AND COMMITTEE MEMBERS

Selectboard	Thomas Cobb, Chair	2019
	Steven Neill	2020
	Albert St. Pierre	2021
Health & Human Services	Jeff Lessels	Appointed
Chief of Police	Patrick Connors	Appointed
Animal Control Officer	Police Dept	Appointed
Treasurer	Michelle Snide	2021
Town Clerk/Tax Collector	Patricia Chaffee	2020
Office Manager	Jessica Dennis	Appointed
Health Officer	Steven Neill	Appointed
Deputy Health Inspector	Vacant	Appointed
Building Inspector	Jon LeClair	Appointed
Deputy Building Inspector	Bud Von Ahnen Jr.	Appointed
Moderator	Gabriel St. Pierre	2019
Supervisors of Checklist	Nancy Houghton	2022
	Emily St. Pierre	2020
	Shiela Putnam	2024
Administrative Assistant to Selectboard/ Planning & Zoning Administrator	Travis Royce	Appointed
Highway/Transfer Station Superintendent	Keith Weed	Appointed
Water/Wastewater Superintendent	David Duquette	Appointed
Trustees of Trust Funds	Patricia Royce	2021
	Susan Laware	2020
	William Sullivan	2019
Cemetery Trustees	Douglas Neill	2019
	Rose Smith-Hull	2020
	Gerald Kilyk	2021

TOWN OFFICERS AND COMMITTEE MEMBERS

Librarian	Holly Shaw	Appointed
Assistant Librarian	Jennifer Haynes	Appointed
Library Trustees	James Fowler, Chair	2020
	Rebecca Bailey	2019
	Judy Baraly	2021
	Maureen Spillsbury	2019
	Anne Williams	2021
	Patricia Meissner	2020
	Marie Weller	2019
Fire Chief	Charles Baraly	Appointed
Ambulance Director	Patrick Connors	Appointed
Emergency Mgt. Dir.	Charles Baraly	Appointed
Conservation Commission	Richard Holmes, Chairman	2020
	Steven A Neill, Ex-Officio	2019
	James Fowler, Secretary	2019
	Richard Lincourt	2020
	Michael Francis	2020
	Ruth Pratt	2019
	Gabriel Bailey	2020
Alternates	Sue Ann Forcier	
Finance Committee	Roger Thibodeau, Chair	2019
	Robert Davis	2020
	Nancy Houghton	2019
	Patricia Chaffee	2019
	Patricia Royce	2021
	David Richardson	2021
	Rose Smith-Hull	2021
	Gabriel Bailey	2020
	Walter Spillsbury Jr	2021
Recreation Committee	Nancy Fontaine, Chair	2019
	Albert St. Pierre	(Ex-Officio)
	Austin Aubin	2021
	Shawn Aubin	2020
	Robert Tiebout	2019
	Gabe Bailey	2019
	Travis Royce	2019
	Patricia Chaffee	2019
	Patrick Guierre	2019

TOWN OFFICERS AND COMMITTEE MEMBERS

Recreation Director	Arthur Grenier, Interim	Appointed
Planning Board	Thomas Cobb	Ex-officio
	Robert Frizzell, Chair	2020
	Sharon Francis, Vice-Chair	2021
	Richard Lincourt	2019
	Rose Smith-Hull	2020
	Douglas Neill	2019
	Walter Spilsbury Jr	2021
Alternates	Patricia Chaffee	2019
	James Jenkins	2019
	Duane Wetherby	2019
Zoning Board of Adjustment	Terri Fisk, Chair	2019
	Andrew Jellie, Vice Chair	2020
	Stephanie Franco	2019
	Harold Ames	2019
	Nancy Houghton	2019
Alternates	Mathew Baran	2019
	Douglas Neill	2019
Heritage Commission	Thomas Cobb	
	Duane Wetherby, Chair	2020
	Joanne Hipp	2019
	Joyce Higgins	2020
	Wesley Van Velsor	2020
Heritage Commission Alternate	Ronald Martel	2019

**STATE OF NEW HAMPSHIRE
TOWN OF CHARLESTOWN
2019 ANNUAL TOWN MEETING WARRANT**

The inhabitants of the Town of Charlestown in the County of Sullivan in the state of New Hampshire qualified to vote in Town affairs are hereby notified that the two phases of the Annual Town Meeting will be held as follows:

First Session of Annual Meeting (Deliberative Session):

Date: Saturday, February 2, 2019
Time: 10:00 am
Location: Town Hall
Details: 19 Summer St

Second Session of Annual Meeting (Official Ballot Voting)

Date: Tuesday, March 12, 2019
Time: 8:00 am to 7:00 pm
Location: Charlestown Senior Center
Details: 223 Old Springfield Road

Article 01 To elect the necessary Town Officers for their respective terms

To elect the necessary Town Officers for their respective terms.

Article 02 Solar Ordinance

Shall the Town vote in favor of the adoption of the Solar Ordinance as proposed by the Planning Board to be included as Chapter 13 of the Charlestown Planning and Zoning Codes. The purpose and authority of said ordinance is stated as follows: "This solar collection system ordinance is enacted in accordance with RSA 674:17(l)(j) and the purposes outlined in RSA 672:1-III-a as amended. The purpose of this ordinance is to accommodate solar energy collection systems and distributed generation resources in appropriate locations, while protecting the public's health, safety and welfare. The Town intends to facilitate the State and National goals of developing clean, safe, renewable energy resources in accordance with the enumerated polices of NH RSA 374-G and 362-F that include national security and economic and environmental sustainability. Consideration of the Town's scenic views, historic properties, property values, and rural character will be used to minimize potential impacts." Copies of the full text of the proposed ordinance are available during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and the polls.

Article 03 Operating Budget

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$5,658,362? This amount represents \$4,864,393 for the Town operating budget, \$479,405 for the Water Fund operating budget and \$314,564 for the Sewer Fund operating budget. Should this article be defeated, the default budget shall be \$5,046,037 which is the same as last year's budget*, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

* The default budget represents \$4,319,221 for the Town operating budget, \$417,676 for

**STATE OF NEW HAMPSHIRE
TOWN OF CHARLESTOWN
2019 ANNUAL TOWN MEETING WARRANT**

the Water Fund operating budget, and \$309,140 for the Sewer Fund operating budget.

Note this warrant article (operating budget) does not include appropriations in any other warrant article.

The Selectboard and Finance Committee recommend this appropriation.

Article 04 Real Estate Reappraisal C/R

To see if the Town will vote to raise and appropriate the sum of \$25,000 to be added to the Real Estate Appraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose of a reappraisal of all real estate in the Town as required by law every 5 years. The next reappraisal is expected to be a full one in 2021, as required by law. (Majority vote required.)

The Selectboard and Finance Committee recommend this appropriation.

Article 05 Emergency Communications Improvements C/R

To see if the Town will vote to raise and appropriate the sum of \$3,000 to be added to the Emergency Communications Improvements Capital Reserve Fund established under Article 11 at the 2016 Annual Town Meeting. (Majority vote required.)

The Selectboard and Finance Committee recommend this appropriation.

Article 06 Swimming Pool Rehabilitation Capital Reserve

To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the Swimming Pool Rehabilitation Capital Reserve Fund established under Article 11 at the 2005 Annual Town Meeting. (Majority vote required.)

The Selectboard and Finance Committee recommend this appropriation.

Article 07 Purchase Highway Truck from Capital Reserve Fund

To see if the Town will vote to appropriate the sum of \$80,000 for the purpose of purchasing a Highway truck and authorize the withdrawal of \$80,000 from the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting created for that purpose. No part of this appropriation is to be raised by general taxation. (Majority vote required)

The Selectboard and Finance Committee recommend this appropriation.

Article 08 Support of the Senior Center

To see if the Town will vote to raise and appropriate the sum of \$5,000 for the support of the Charlestown Senior Center. This special article is a special warrant article per RSA 32:3, VI (d) and RSA 32:7, V. (Majority vote required).

The Selectboard and Finance Committee recommend this appropriation.

**STATE OF NEW HAMPSHIRE
TOWN OF CHARLESTOWN
2019 ANNUAL TOWN MEETING WARRANT**

Article 09 Masonry at Silsby Library

To see if the Town will vote to appropriate the sum of \$260,500 for the purpose of masonry work at the Silsby Library, with \$100,000 to come from an LCHIP grant, and \$160,500 to come from the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund established under Article 8 at the 2012 Annual Town meeting. This special article is a special warrant article per RSA 32:3, VI (d) and RSA 32:7, V. No part of this appropriation is to be raised by general taxation. (Majority vote required).

The Selectboard and Finance Committee recommend this appropriation.

Article 10 Building Needs Committee

To see if the Town will vote to raise and appropriate the sum of \$40,000 for the purpose of preparing preliminary drawings and estimates for the renovation of the existing fire station, upgrades to the Silsby Library/Municipal Building, a plan for the Town swimming pool and other Town Buildings and property and, further, to submit a plan to be voted on at the 2020 Town Meeting. This article is a special warrant article per RSA 32:3, VI (d) and RSA 32:7 V. (Majority vote required).

The Selectboard and Finance Committee recommend this appropriation.

Article 11 Feasibility and Suitability Study for Withdrawal from the Fall Mountain Regional School District.

To see if the Town will vote to direct the Fall Mountain Regional School District to conduct a study regarding the feasibility and suitability of the withdrawal of Charlestown from the cooperative school district under the provisions of RSA 195:25. If this article passes, a committee formed to conduct this study is to report its findings to the State Board of Education. If the State Board approves a withdrawal plan, the plan must be submitted to the voters of the cooperative school district for district approval.

Article 12 Ambulance Purchase

To see if the Town will vote to authorize the selectmen to enter into a 10 year lease-purchase agreement in the amount of \$239,000 for the purpose of leasing a new ambulance, and to raise and appropriate the sum of \$29,000 for the first year's payment for that purpose. This lease agreement contains a non-appropriation clause that terminates the lease purchase agreement if the town meeting fails to approve the funding in a future year. Any proceeds from the sale of the existing ambulance will go into the General Fund. (Majority vote required)

The Selectboard recommends this appropriation.

The Finance Committee does not recommend this appropriation.

Article 13 Fire Truck Lease-Purchase

To see if the Town will authorize Five Hundred and Fifty Thousand dollars (\$550,000) for the purchase of a combination pumper truck for the fire department, and to authorize the Selectboard to enter into a long term lease/purchase agreement payable over ten years beginning in the year 2019. This lease agreement is subject to a non-appropriation clause

**STATE OF NEW HAMPSHIRE
TOWN OF CHARLESTOWN
2019 ANNUAL TOWN MEETING WARRANT**

which means that the lease purchase agreement may be terminated if a future town meeting fails to approve the funding. (By Petition)

The Selectboard recommends this appropriation.

The Finance Committee does not recommend this appropriation.

Article 14 Fire Truck First Payment (Contingent on Article 13)

In the event Article 13 is approved by the voters, to see if the Town will raise and appropriate the sum of \$66,000 for the first year's lease-purchase payment due on the combination pumper truck for the fire department. This appropriation is contingent on the approval of Article 13. If Article 13 is not approved, no money will be appropriated for this purpose. (Majority vote required)

The Selectboard recommends this appropriation.

The Finance Committee does not recommend this appropriation.

Article 15 Increase Selectboard to Five Members

To see if the Town will vote to authorize a 5 member select board. (Majority ballot vote required) (By Petition.)

Article 16 All Other Business

To transact any other business that may legally come before the meeting.

Given under our hands and seal this 28th day of January 2019.

Charlestown Selectboard

Thomas Cobb, Chair
Steven Neill
Albert St. Pierre

BUDGET FOR 2019

	BUDGET 2018	ACTUAL 2018	BUDGET 2019
<u>GENERAL GOVERNMENT</u>			
Executive	157,603	121,608	246,228
Election Reg. & Vital	12,725	12,759	4,432
Financial Administration	342,593	321,366	435,311
Revaluation of Property	-	-	-
Legal Expense	40,000	44,595	50,000
Planning & Zoning	64,759	32,989	108,051
General Government Buildings	202,604	174,925	235,351
Cemeteries	83,421	72,180	87,770
Insurance	64,038	64,037	64,850
Advertising & Reg. Assoc	14,090	15,115	19,068
Total General Government	981,833	859,574	1,251,061
<u>PUBLIC SAFETY</u>			
Police Department	933,141	886,454	724,275
Communications/Dispatching Services	-	-	280,860
Ambulance	124,304	135,143	155,169
Fire Department	133,998	134,622	138,653
Building Inspection	10,226	10,373	10,614
Emergency Management	450	5,434	450
Total Public Safety	1,202,119	1,172,026	1,310,021
<u>PUBLIC WORKS</u>			
Highways & Streets	1,270,353	1,203,798	1,275,686
Street Lighting	37,000	36,782	37,000
Trees	1,800	1,740	2,700
Solid Waste Disposal	302,932	265,873	308,895
Total Public Works	1,612,085	1,508,193	1,624,281
<u>HEALTH & WELFARE</u>			
Pest Control	900	377	800
Health Agencies	63,047	60,271	60,861
Administration & Direct Assist	44,922	41,709	45,201
Total Health & Welfare	108,869	102,357	106,862
<u>CULTURE & RECREATION</u>			
Recreation	56,674	55,324	69,179
Library	139,169	137,437	143,616
Heritage Commission	3,000	2,648	3,000
Total Culture & Recreation	198,843	195,409	215,795
<u>CONSERVATION</u>	1,200	1,169	4,900
<u>DEBT SERVICE</u>	10,000	2,503	10,000
<u>CAPITAL EXPENDITURES</u>	340,251	333,265	341,473
<u>TOWN BUDGET</u>	4,455,200	4,174,496	4,864,393
<u>ARTICLES RECOMMENDED</u>	218,100	156,558	538,500
<u>SEWER</u>	298,858	263,453	314,564
<u>WATER</u>	387,615	340,457	479,405
<u>TOTAL of 3 FUNDS</u>	\$ 5,359,773	\$ 4,934,964	\$ 6,196,862

BUDGET FOR 2019

	BUDGET 2018	ACTUAL 2018	BUDGET 2019
<u>SOURCES OF REVENUE</u>			
<u>TAXES</u>			
Land Use Change Taxes	-	-	-
Timber Taxes	43,751	47,366	47,000
Payment in Lieu of Taxes	22,082	26,804	26,800
Interest & Penalties on Delinquent Taxes	219,000	180,591	180,000
Excavation Tax	1,673	-	1,700
<u>LICENSES, PERMITS & FEES</u>			
Business Licenses & Permits	2,900	2,475	3,200
Motor Vehicle Permit Fees	927,750	933,939	932,800
Building Permits	4,500	4,370	5,000
Other Licenses, Permits & Fees	9,500	10,480	10,000
From Federal Government	-	-	-
<u>FROM STATE</u>			
Shared Revenues	-	-	-
Meals & Rooms Tax Distribution	262,555	262,555	262,000
Highway Block Grant	159,139	127,450	80,000
State/Federal Forest Land Reimbursement	1,291	1,291	1,200
Other (Including RR Tax)	9,963	9,963	107,000
<u>CHARGES FOR SERVICES</u>			
Income from Departments	298,627	282,317	257,770
Other Charges	-	-	100,000
<u>MISCELLANEOUS REVENUES</u>			
Sale of Municipal Property	60,214	17,131	80,000
Interest on Investments	580	1,272	1,100
Other - Rent	575	3,201	2,200
<u>INTERFUND OPERATING TRANSFERS IN</u>			
Sewer	298,858	298,858	314,564
Water	387,615	387,615	479,405
Special Revenue Funds	-	-	-
From Capital Reserve Funds	55,000	-	240,500
Trust & Fiduciary Funds	27,500	5,518	20,800
<u>OTHER FINANCING SOURCES</u>			
Produced from Long Term Bonds & Notes	-	-	-
Voted from F/B	-	282,000	-
Fund Balance (Surplus)	-	-	-
<u>TOTAL REVENUE & CREDITS</u>	<u>\$ 2,793,073</u>	<u>\$ 2,885,196</u>	<u>\$ 3,153,039</u>

	PRIOR YEAR	ENSUING YEAR
Appropriations Recommended	4,786,482	5,658,362
Special Warrant Articles Recommended	173,000	443,500
Individual Warrant Articles Recommended	45,100	95,001
Total Appropriations Recommended	<u>5,359,773</u>	<u>6,196,863</u>
Estimated Revenues & Credits	2,600,614	3,153,039
Estimated Amount of Taxes to be Raised	<u>\$ 2,759,159</u>	<u>\$ 3,043,824</u>

TOWN DELIVERATIVE MEETING

February 2, 2019

TO THE INHABITANTS OF THE TOWN OF CHARLESTOWN, NEW HAMPSHIRE who are qualified to vote in Town affairs,

TAKE NOTICE AND BE WARNED that the First and Second Sessions of the Annual Town Meeting of the town of Charlestown, New Hampshire, will be held on Saturday, February 2, 2019 commencing at 10:00 AM in the Town Hall at 19 Summer Street and on Tuesday, March 12, 2019 commencing at 8:00 AM at the Charlestown Senior Center, 223 Old Springfield Road, Charlestown, NH. At the second session, voting on all warrant articles will be by Official Ballot commencing at 8:00 AM and concluding at 7:00 PM unless the Town Meeting votes to keep the polls open to a later time.

Moderator, Gabriel St. Pierre, opened the meeting by leading us in the Pledge of Allegiance. He then made announcements recognizing the Chief of Police, Patrick Connors, Chief of Fire Department, Charles Baraly, Public Works Director, Keith Weed, and School Board Member, Scott Bushway. Mr. St. Pierre then introduced the individuals upfront, the Selectboard, Town Clerk, Administrative Assistant to the Selectboard, and Chair of the Finance Committee.

Selectboard Member, Albert St. Pierre, presented a Certificate of Appreciation to Selectboard Chair, Thomas Cobb, for his years of service.

Mr. St. Pierre then read his rules of the meeting

Article 1: Presented and seconded as read.

Article 2: Solar Ordinance. No discussion

Article 3: Presented and seconded as read.

Article 4: Presented and seconded as read.

Article 5: Presented and seconded as read.

Article 6: Presented and seconded as read.

Article 7: Presented and seconded as read.

Article 8: Presented and seconded as read.

Article 9: Presented and seconded as read.

Article 10: Presented and seconded as read.

Article 11: Presented and seconded as read.

Article 12: Presented and seconded as read.

Article 13: Presented and seconded as read.

TOWN DELIBERATIVE MEETING

February 2, 2019

Article 14: Presented and seconded as read.

Article 15: Presented and seconded as read.

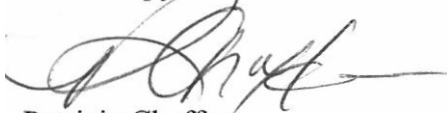
There was a proposed amendment to change the wording of the article to read as: To see if the Town will vote to authorize a five (5) member selectboard. Amendment was seconded.

Mr. St. Pierre put it to a vote, the amendment passed.

Article 16: To transact any other business that may legally come before the meeting.

Seeing that there was no further business to transact, Gabriel St. Pierre adjourned the meeting at 12:50 pm. He reminded everyone to attend the School Deliberative Session on Wednesday, February 6, 2019.

A true copy Attest:



Patricia Chaffee

Town Clerk-Tax Collector



OFFICIAL BALLOT
ANNUAL TOWN ELECTION
CHARLESTOWN, NEW HAMPSHIRE
MARCH 13, 2018

Town Clerk

INSTRUCTIONS TO VOTERS

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

Grid of election categories: SELECTBOARD MEMBER, SUPERVISOR OF THE CHECKLIST, PLANNING BOARD, MODERATOR, LIBRARY TRUSTEE, FINANCE COMMITTEE, TREASURER, CEMETERY TRUSTEE, TRUSTEE OF TRUST FUNDS, FINANCE COMMITTEE. Includes candidate names and vote counts.

ARTICLES

Article 02: 2018 Operating Budget

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, the sum of \$5,141,673 which represents \$4,455,200 for the Town operating budget, \$387,615 for the Water fund operating budget and \$298,858 for the Sewer fund operating budget. Should this article be defeated, the default budget shall be \$4,743,497, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

YES 330
NO 239

* The default budget represents \$4,013,800 for the Town operating, \$414,520 for the Water Fund operating budget and \$315,177 for the Sewer Fund operating budget.

Note: This warrant article (operating budget) does not include appropriations in any other warrant article. The Selectboard recommends this appropriation. The Finance Committee recommends this appropriation.

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 03: Appropriation of funds to CR Real Estate Reappraisal

To see if the Town will vote to raise and appropriate the sum of \$25,000 to be placed in the Real Estate Appraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose of a reappraisal of all real estate in the town as required by law every 5 years. The next reappraisal is expected to be a full one in 2021, as required by law.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 356
NO 234

Article 04: Heavy Equipment Capital Reserve

To see if the Town will vote to raise and appropriate, special warrant article, the sum of \$25,000 to be placed in the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 360
NO 232

Article 05: Silsby Library/Municipal Building Masonry Restoration

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$25,000 to be placed in the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund established under Article 8 at the 2012 Annual Town Meeting.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 401
NO 191

Article 06: Emergency Services Communication Capital Reserve

To see if the Town will vote, by special article, to raise and appropriate the sum of \$3,000 to be placed in the Emergency Communications Capital Reserve Fund established under Article 11 at the 2016 Annual Town Meeting.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 437
NO 158

Article 07: Pool Renovation Capital Reserve

To see if the Town will vote, by special warrant article the sum of \$30,000 to be placed in the Swimming Pool Rehabilitation Capital Reserve Fund established under Article 11 at the 2005 Annual Town Meeting, and further to name the Selectboard as agents to expend from said fund.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 385
NO 210

Article 08: Lease-Purchase

To see if the Town will vote to authorize the Selectboard to enter into a five (5) year lease-purchase agreement for the acquisition of a new roll-off truck for the transportation of solid waste from the Transfer Station at a total cost of \$186,000, and further to raise and appropriate the sum of \$41,500 as the first year's payment of principal and interest toward said lease-purchase. Future annual payments in years 2-5 would continue to be \$41,500. The lease-purchase agreement shall contain a non-appropriation or "escape" clause providing that should the scheduled lease payment not be appropriated in future years, the equipment will be returned to the lessor with no further obligations or liabilities on behalf of the Town.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 303
NO 284

Article 09: Establish a CRF for Roll Off Truck

To see if the Town will vote, by special warrant article, to establish a Transfer Station Roll Off Truck Capital Reserve Fund under the provisions of RSA 35:1 and further to name the Selectboard as agents to expend from said fund.
The Selectboard recommends this article.
The Finance Committee recommends this article.

YES 303
NO 287

Article 10: Purchase Highway truck from Capital reserve fund

To see if the Town will vote to appropriate the sum of \$55,000 for the purpose of purchasing a used highway truck and to authorize the withdrawal of \$55,000 from the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting for that purpose.
No part of this appropriation is to be raised by general taxation.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

YES 386
NO 209

GO TO NEXT BALLOT AND CONTINUE VOTING



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

BALLOT 2 OF 2

Patricia A. Chaffee
TOWN CLERK

ARTICLES CONTINUED

Article 11: Support of the Charlestown Beautification Coalition

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$3,600 for the use of the Charlestown Beautification Coalition to maintain the floral baskets, tubs and gardens in the growing season and green wreathes and red bows on the decorative light poles in the winter on Main Street.

The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

449
YES
NO
163

Article 12: School Research Committee

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$5,000 to be used for postage and supplies, for the purpose of communicating with the residents; by a group of not more than seven (7) registered voters appointed by the Selectboard; to conduct research to identify and present options to the Town for the education of Charlestown children.

Information resulting from such research is to be presented at a public meeting, duly warned by the Selectboard on or before October 1, 2018.
The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

377
YES
NO
231

Article 13: Support of the Senior Center

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$5,000 for the support of the Charlestown Senior Center.

The Selectboard recommends this appropriation.
The Finance Committee recommends this appropriation.

490
YES
NO
118

Article 14: Keno vote

To see if the Town will vote to allow the operation of KENO games within the town pursuant to the provisions of NH RSA 284:41 through 51.

311
YES
NO
268

Article 15: All Veteran credit

To see if the Town will vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit. If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and who is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$200 the first year, \$300 the second year, and \$500 a year thereafter (the same amount as the standard or optional veterans' credit voted by the Town under RSA 72:28.

492
YES
NO
115

Article 16: Question as to the operation of OHRVs

To see if the Town will vote to recommend the Selectboard to permit the operation of OHRV's on town roads as provided in RSA 215-A:15. If you are in favor of the operation of OHRV's on town roads, as designated by the Selectboard, you should vote yes on this article. If you are opposed to the operation of OHRV's on town roads, as designated by the Selectboard, you should vote no on this article. This article is seeking the sense of the Town Meeting on this questions to provide guidance on the decision to permit or prohibit OHRV's on town roads. This Article is nonbinding on the Selectboard, and is advisory only to the Selectboard.

255
YES
NO
348

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

**DEPARTMENT OF REVENUE ADMINISTRATION
2018 TAX RATE CALCULATION**

Gross Appropriations	\$ 5,359,773		
Less: Revenues	(2,793,073)		
Less: Fund Balance to Reduce Taxes	(282,000)		
Add: Overlay	74,095		
War Service Credits	140,050		
Approved Town Tax Effort		\$ 2,498,845	
Municipal Tax Rate			8.84

County Portion

Due to County		\$ 782,848	
County Tax Rate			2.77

School Portion

Regional School Apportionment	\$ 11,893,941		
Less: Adequate Education Grant	(4,616,848)		
Less: State Education Taxes	(575,835)		
Approved School (s) Tax Effort		\$ 6,701,258	
Local Education Tax Rate			23.71

State Eductaion Tax		\$ 575,835	
State School Rate			2.22

Combined Tax Rate	\$ 37.54
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Total Property Taxes Assessed	\$ 10,558,786
Less: War Service Credits	(140,050)
Total Property Tax Commitment	\$ 10,418,736

Proof of Rate

<u>Net Assessed Valuation</u>		<u>Tax Rate</u>	<u>Assessment</u>
State Education Tax	258,872,430	2.22	575,835
All Other Taxes	282,675,230	35.32	9,982,951
			\$ 10,558,786

2018 SUMMARY INVENTORY (MS-1)

LAND BUILDINGS	ACRES	ASSESSED VALUATION	TOTAL TAXABLE
Value of Land Only			
A. Current Use	14,111	\$ 1,343,530	
B. Conservation Restriction Assessment	-	-	
C. Historic Barns	0.4	400	
D. Residential Land	9,933	46,316,978	
E. Commercial/Industrial	947	5,582,122	
F. Total of Taxable Land	<u>2,499,125</u>		\$ 53,243,030
G. Tax Exempt & Non-taxable	2,947		5,258,975
Value of Buildings Only			
A. Residential		\$ 147,894,318	
B. Manufactured Housing		22,586,900	
C. Commercial/Industrial		36,276,182	
D. Historic Barns	8	<u>47,000</u>	
E. Total of Taxable Buildings			\$ 206,804,400
F. Tax Exempt & Non-taxable			20,762,300
Public Utilities - Electric			\$ 23,802,800
Valuation before Exemptions	NUMBER		\$ 283,850,230
Blind Exemption	-	\$ -	
Elderly Exemption	40	971,900	
Totally & Permanently Disabled Ex.	21	<u>203,100</u>	
Total Dollar Amount of Exemptions		\$ 1,175,000	
Net Valuation on which Tax Rate for Municipal, County and Local Education			\$ 282,675,230
Less Public Utilities			\$ 23,802,800
Net Valuation on which Tax Rate for State Education Tax is Computed			\$ 258,872,430

STATEMENT OF DEBT

December 31, 2018
Showing Annual Maturities of Outstanding and
Long-Term Notes

WATER/WASTEWATER IMPROVEMENT 2002

New Hampshire Municipal Bank Bank
Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	33,000.00	22,760.00	55,760.00
2020	34,000.00	21,760.00	55,760.00
2021	35,000.00	20,315.00	55,315.00
2022	37,000.00	18,720.00	55,720.00
2023	39,000.00	17,035.00	56,035.00
2024	41,000.00	15,035.00	56,035.00
2025	43,000.00	12,985.00	55,985.00
2026	45,000.00	10,810.00	55,810.00
2027	47,000.00	8,765.00	55,765.00
2028-2030	154,000.00	13,725.00	167,725.00
	\$ 508,000.00	\$ 161,910.00	\$ 669,910.00

WATER/WASTEWATER IMPROVEMENT 2003

New Hampshire Municipal Bond Bank
Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	31,000.00	24,950.00	55,950.00
2020	32,000.00	23,690.00	55,690.00
2021	34,000.00	22,200.00	56,200.00
2022	36,000.00	20,450.00	56,450.00
2023	37,000.00	18,625.00	55,625.00
2024	39,000.00	16,725.00	55,725.00
2025	41,000.00	14,725.00	55,725.00
2026	44,000.00	12,600.00	56,600.00
2027	45,000.00	10,825.00	55,825.00
2028-2031	203,000.00	20,875.00	223,875.00
	\$ 542,000.00	\$ 185,665.00	\$ 727,665.00

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

Fiscal Year Ending December 31, 2018

Appropriation Title	Approp Amount	Receipts & Reimbs.	Total Amount Available	Expenses	Unexpended Balance	Overdraft
Executive	\$ 157,603		\$ 157,603	\$ 121,608	35,995	
Elect/Regis/Vital Recs.	12,725		12,725	12,759		(34)
Financial Administration	342,593	885	343,478	309,767	33,711	
Legal	40,000		40,000	44,595		(4,595)
Planning & Zoning	64,759		64,759	33,032	31,727	
General Gov't Buildings	202,604		202,604	174,925	27,679	
Cemeteries	83,421		83,421	72,180	11,241	
Insurance	64,038		64,038	64,037	1	
Regional Associations	14,090		14,090	15,115		(1,025)
Police	933,141	1,880	935,021	886,454	48,567	
Ambulance	124,304		124,304	135,143		(10,839)
Fire	133,998		133,998	134,609		(611)
Code Enforcement	10,226		10,226	10,373		(147)
Emergency Management	450		450	5,434		(4,984)
Highways & Bridges	1,270,353	857	1,271,210	1,203,298	67,912	
Street Lights	37,000		37,000	36,491	509	
Tree Maintenance	1,800		1,800	1,740	60	
Transfer Station	302,932		302,932	265,873	37,059	
Pest Control	900		900	377	523	
Health Agencies	63,047		63,047	60,271	2,776	
General Assistance	44,922		44,922	41,709	3,213	
Parks & Recreation	56,674		56,674	55,324	1,350	
Library	139,169	5,616	144,785	137,437	7,348	
Heritage Commission	3,000		3,000	2,648	352	
Conservation Commission	1,200		1,200	1,169	31	
Debt/Principal/Interest	10,000		10,000	2,503	7,497	
Capital	340,251		340,251	333,265	6,986	
Sub-total	\$ 4,455,200	\$ 9,238	\$ 4,464,438	\$ 4,162,136	\$ 324,537	\$ (22,235)
Articles	\$ 500,000	\$ -	\$ 500,000	\$ 458,667	41,333	-
TOTAL GENERAL FUND	\$ 4,955,200	\$ 9,238	\$ 4,964,438	\$ 4,620,803	\$ 365,870	\$ (22,235)
Water Fund	\$ 387,615	\$ -	\$ 387,615	\$ 340,457	\$ 47,158	-
Wastewater Fund	\$ 298,857	\$ -	\$ 298,857	\$ 263,453	\$ 35,404	-
Consolidated Funds	\$ 5,641,672	\$ 9,238	\$ 5,650,910	\$ 5,224,713	\$ 448,432	\$ (22,235)
Net Unexpended	\$ 426,197					

2018 DETAILED STATEMENT OF EXPENDITURES

GENERAL GOVERNMENT

EXECUTIVE OFFICE

Selectmen - Clerk/Receptionist Full Time	29,056.00
Selectmen - Secretary P/T	19,761.02
Selectmen - Salaries - Selectboard	13,500.00
Selectmen - Health/Disability Insurance	12,094.32
Selectmen - FICA/Medicare	4,412.09
Selectmen - NH Retirement System	3,306.58
Selectmen - Unemployment/Workers' Comp	254.15
Selectmen - Dental Insurance	688.10
Selectmen - Telephone	2,172.82
Selectmen - Printing, Ads	1,079.92
Selectmen - Dues, Subscriptions, Education	166.10
Selectmen - Office Supplies	2,348.52
Selectmen- Equipment	672.97
Selectmen - Miscellaneous	(38.38)
Adm Assist - Salary	24,420.00
Adm Assist - Secretary	1,286.11
Adm Assist - Health/Disability Insurance	95.40
Adm Assist - FICA/Medicare	2,301.79
Adm Assist - NH Retirement System	2,993.39
Adm Assist - Training & Seminars	90.00
Adm Assist - Unemployment/Workers' Comp	209.41
Adm Assist - Telephone	384.58
Adm Assist - Dues, Subscriptions	257.49
Adm Assist - Copier	49.26
Adm Assist - Books, Periodicals, Misc	46.44
Total Executive	\$ 121,608.08

ELECTION, REGISTRATION, & VITAL STATISTICS

Salaries - Ballot Clerks	1,099.95
Salaries - Supervisors & Moderator	1,659.13
FICA/Medicare	144.47
Computer Software/Support	3,622.98
Printing, Supplies & Postage	6,232.95
Total Elections & Registration	\$ 12,759.48

FINANCIAL ADMINISTRATION

Salary - Bookkeeper	38,025.68
Health/Disability Insurance	12,353.12
Dental Insurance	696.39
FICA/Medicare	2,606.15
NH Retirement System	4,140.51
Unemployment/Workers' Comp	354.84
Auditing Services	7,800.00
Town Report	954.00
Education & Training	280.52
Office Equipment	1,404.80
Postage	6,823.18
Tax Sale Expense	335.10
Trust Funds - Treasurer	2,000.00
Trust Funds - FICA/Medicare	153.00
Trust Funds Fees	300.00
Trust Funds Miscellaneous	110.00

2018 DETAILED STATEMENT OF EXPENDITURES

AS - Assessing Clerk F/T	2,720.00
AS - Health/Disability Insurance	372.80
AS - FICA/Medicare	203.58
AS - NH Retirement System	236.70
AS - Unemployment/Workers' Comp	115.32
AS - Dental Insurance	8.27
Assessing Services	49,472.14
AS - Education/Training	64.70
TC-TX - Collector	42,120.00
TC-TX - Part Time Salaries	48,309.50
TC-TX - Health/Disability Insurance	7,731.00
TC-TX - FICA/Medicare	7,266.78
TC-TX - NH Retirement Systems	4,793.23
TC-TX - Unemployment/Workers' Comp	488.07
TC-TX - Telephone	970.73
TC-TX - Education	1,968.44
TC-TX - Dues & Subscriptions	40.00
TC-TX - General Expenses	1,444.58
TC-TX - Office Supplies	2,566.93
TC-TX - Mortgagee Search	6,920.00
TC-TX - MV Agent Fees	9,142.00
Treasurer - Salary	7,500.00
Treasurer- Deputy Salary	2,000.00
Treasurer - FICA/Medicare	726.76
Treasurer - Bank Fees	148.40
Treasurer - Office Supplies	396.27
Data Processing - Software Support	33,703.07
Total Financial Administration	\$ 309,766.56

LEGAL EXPENSES

Town Attorney	44,452.78
Other Legal Expenses	142.31
Total Legal Expenses	\$ 44,595.09

PLANNING & ZONING

Planning & Zoning Director	24,620.00
Secretary Part Time	1,435.72
Health/Disability Insurance	95.40
FICA/Medicare	1,657.84
NH Retirement System	1,995.59
Unemployment/Workers' Comp	209.45
Telephone	384.47
Publication Expenses	1,204.49
Education, Mileage Reimbursement	162.76
Dues, Resource Materials, and Supplies	443.57
Postage	555.13
ZBA Publication Expenses	252.53
ZBA Postage	14.67
Total Planning & Zoning	\$ 33,031.62

2018 DETAILED STATEMENT OF EXPENDITURES

GENERAL GOVERNMENT BUILDINGS

Custodian	13,300.00
Custodian Part Time	7,302.00
Health Insurance	7,179.40
Disability Insurance	74.20
FICA/Medicare	1,479.18
NH Retirement System	1,513.56
Unemployment/Workers' Comp	1,560.30
Municipal Building - Mowing	2,880.00
Municipal Building - Phone	9.65
Municipal Building - Electricity	6,238.61
Municipal Building - Heating Oil	4,781.97
Municipal Building - Water/Sewer	756.42
Municipal Building - Maintenance & Repair	5,976.64
GB Supplies, Tools & Equipment	96.80
GB Vehicle Fuel	575.39
GB Vehicle Maintenance & Repair	377.83
Bank Bldg. Electricity	2,587.96
Bank Bldg. Heating Oil	2,275.02
Bank Bldg. Water/Sewer	489.46
Bank Bldg. Maintenance & Repair	10,815.16
Town Hall - Electricity	2,740.68
Town Hall - Heating Oil	6,499.86
Town Hall - Water/Sewer	601.65
Town Hall - Maintenance & Repair	3,818.59
Town Hall - Alarm Monitoring	895.26
Police - Mowing	400.00
Police - Electricity	4,592.99
Police - Heating Oil	1,895.85
Police - Water/Sewer	582.00
Police - Maintenance & Repair	7,802.54
Ambulance - Mowing	360.00
Ambulance - Electricity	2,007.48
Ambulance - Heating	1,620.86
Ambulance - Water/Sewer	352.75
Ambulance - Maintenance & Repair	939.71
Fire Station - Electricity	2,901.02
Fire Station - Heating Oil	5,909.74
Fire Station - Water/Sewer	601.75
Fire Station - Maintenance & Repair	2,212.24
Highway - Electricity	3,104.89
Highway - Heating Oil	6,283.21
Highway - Water/Sewer	568.90
Highway - Maintenance & Repair	3,038.29
Transfer Station - Mowing	1,870.00
Transfer Station - Electricity/Heating	4,559.24
Transfer Station - Water/Sewer	385.50
Transfer Station - Maintenance & Repair	2,498.65
Recreation - Mowing	12,100.00
Recreation - Patch Park - Electricity	628.48
Recreation - Patch Park - Water/Sewer	1,246.55
Recreation - Maintenance & Repair	3,457.90
Recreation - Pool Electricity	2,721.09
Recreation - Water/Sewer	3,388.00

2018 DETAILED STATEMENT OF EXPENDITURES

Bakery Building - Electricity/Heat	1,977.57
Bakery Building - Water/Sewer	333.10
Bakery Building - Maintenance & Repair	2,192.73
Main Street Mowing	5,910.00
Cemetery Water/Sewer	1,324.73
Cemetery - Electricity	331.39
Total General Government Buildings	\$ 174,924.74
Encumbered - Bank Building Maintenance & Repair \$6,000.00	
Encumbered - Bank Building Maintenance & Repair - \$750.00	
Encumbered - Rec Fac Maintenance & Repair \$1,300.00	

CEMETERY DEPARTMENT

Sexton	24,810.75
Salaries - Part Time	15,808.00
Salaries - Part Time Clerical	320.00
Overtime	627.00
FICA/Medicare	3,179.79
Unemployment/Workers' Comp	4,410.72
Telephone	798.85
Equipment Maintenance	2,273.59
Office Supplies	205.96
Miscellaneous	213.68
Gasoline	2,512.20
Monument Repairs	3,700.00
Road Repairs	3,500.00
Loam, Seed	570.64
Fence Maintenance	1,000.00
Gate Maintenance	584.00
Vehicle Repair	631.37
Uniforms	324.98
Trees	4,000.00
Improvements	2,708.61
Total Cemeteries	\$ 72,180.14
Encumbered - Nedeau Carpentry - \$795.00	
Encumbered - Renaud Tree Care- \$4,000.00	

INSURANCE - Property, Liability

Property, Liability, Vehicle	64,037.30
Total Insurance	\$ 64,037.30

ADVERTISING & REGIONAL PLANNING

NH Municipal Association - Dues	3,740.00
Upper Valley Lake Sunapee	6,949.93
Meeting Waters YMCA	1,200.00
Old Home Day	1,000.00
Web Site Support	2,225.00
Total Advertising & Regional Planning	\$ 15,114.93
Total General Government	\$ 848,017.94

2018 DETAILED STATEMENT OF EXPENDITURES

PUBLIC SAFETY

POLICE DEPARTMENT

Salaries - Full Time	436,762.00
Salaries - Part Time	76,537.75
Overtime	19,338.76
Health/Disability Insurance	101,069.56
FICA/Medicare	20,181.27
NH Retirement System	109,550.65
Unemployment/Workers' Comp	15,975.02
Dental Insurance	1,788.74
Software Support	2,617.58
Telephone/Fax	6,610.54
Regional Prosecutor	24,000.00
Subscriptions/Journals	1,502.31
Alarm Monitoring	554.50
Ammunition	3,669.16
Office Supplies	1,592.49
Office Equipment	859.45
Conference/Trade Seminar	158.95
Postage	258.00
General Expenses	5,353.63
Training	3,152.91
Gasoline	13,629.16
Vehicle Maintenance & Repair	6,330.86
Radio Communications	5,818.70
Uniforms	3,596.99
Grant (seed money)	212.37
Contracts	18,563.05
Special Detail	3,774.00
Special Detail (reimbursable)	2,710.50
Special Detail FICA/Medicare	285.35
Total Police	\$ 886,454.25
Encumbered - Tritech - \$1,180.00	

AMBULANCE DEPARTMENT

Amb. Captain	12,000.00
Director	6,000.00
Amb. Admin Assist.	3,997.00
Salaries - Part Time	53,465.00
FICA/Medicare	5,311.40
Unemployment/Workers' Comp	4,248.05
Telephone/Fax	1,035.77
Billing Services Fee	2,760.00
Medical Supplies	6,676.00
Medications/ALS	5,891.96
Medical Equipment	8,192.70
Dues/Subscriptions	907.56
Courses/Training	6,725.00
Mileage Reimburse	216.14
Office Supplies	1,541.24
Miscellaneous	7,720.33
Vehicle Maintenance	2,639.05
Gasoline/Diesel	2,205.16
Uniforms	2,786.03

2018 DETAILED STATEMENT OF EXPENDITURES

Dispatching Services	825.00
Total Ambulance	\$ 135,143.39
Encumbered - TMS Medical - \$625.00	
Encumbered - PEARS - \$1,400.00	
Encumbered - Valley Regional - \$600.00	

FIRE DEPARTMENT

Chief	6,399.76
Assistance Chief	2,499.98
Inspector - Part Time	21.00
Fire Wardens - Part Time	320.73
Salaries - Part Time	53,954.91
FICA/Medicare	4,834.20
Unemployment/Workers' Comp	5,035.34
Medical Expenses	450.00
Telephone	2,510.92
Dispatching Services	2,500.00
Equipment Maintenance	3,758.54
Equipment Replacement/Upgrade	3,580.40
Fire Prevention Education	526.02
Dues & Subscriptions	1,685.95
Training	1,498.98
Gasoline/Diesel	2,451.57
Vehicle Repair	10,039.55
Radio Communications	4,279.85
Uniforms	2,288.49
General Expenses	3,729.58
Personal Equipment	14,596.14
SCBA Maintenance	7,611.13
Forest Fire Mutual Assistance	36.44
Total Fire Department	\$ 134,609.48
Encumbered - Equipment Maintenance - \$1,100.00	

CODE ENFORCEMENT/BUILDING INSPECTOR

Building Inspector	7,014.00
FICA/Medicare	536.58
Unemployment/Workers' Comp	1,356.36
Building Inspection Expense	50.00
Education	588.95
Mileage Reimbursement	826.69
Total Code Enforcement	\$ 10,372.58

EMERGENCY MANAGEMENT

EOC Equipment	5,346.00
General Expenses	87.94
Total Emergency Management	\$ 5,433.94
Total Public Safety	\$ 1,172,013.64

2018 DETAILED STATEMENT OF EXPENDITURES

PUBLIC WORKS

HIGHWAY ROAD PROJECTS

Curbs, Drains, and Sidewalks	5,957.04
Paving	349,990.00
Total Road Projects	\$ 355,947.04

HIGHWAY OPERATION BUDGET

Salaries - Full Time	329,176.01
Salaries - Part Time	1,513.75
Overtime	35,160.48
Health/Disability Insurance	106,178.81
FICA/Medicare	26,288.79
NH Retirement System	41,499.72
Unemployment/Worker's Comp	42,752.19
Dental Insurance	1,348.34
Roadside Mowing	6,000.00
Telephone	1,863.66
Engineering - Mapping	11,500.50
Educational Programs	97.28
Signs	1,961.94
Office Supplies	188.03
Technology, Internet, Computer	89.98
Reconstruction General	11,342.54
Crack Sealing	10,000.00
Safety Striping	1,156.53
Calcium Chloride	9,964.28
Gasoline/Diesel	34,200.06
Street Sweeping	3,820.00
Oil/Grease	2,188.55
Vehicle Maintenance & Repair	38,469.15
Tires, Tubes, Chains, and Batteries	7,644.29
Uniforms	7,584.13
Culverts	5,794.40
Sand & Gravel	13,395.64
Equipment Rental	13,465.70
Supplies, Tools & Equipment	5,530.36
Dispatching Services	825.00
Snow & Ice Supplies	68,352.39
Sidewalk-winter maintenance	3,498.75
Trees	4,500.00
Total Highway Operating Department	\$ 847,351.25
Total Highway	\$ 1,203,298.29

- Encumbered - D & E Tree - \$1,000
- Encumbered - D & E Tree - \$3,500.00
- Encumbered - Pete's Tire Barn - \$1,978.00
- Encumbered - Osgood Welding - \$800.00
- Encumbered - Innovative Solutions- \$6,000.00
- Encumbered- Pete's Tire Barn - \$467.30
- Encumbered-Paving & Construction - \$77,350.00
- Encumbered-All States Asphalt - \$10,000.00
- Encumbered-Owens - \$1,250.00
- Encumbered- Bobcat of NH - \$217.00

2018 DETAILED STATEMENT OF EXPENDITURES

STREET LIGHTS

Street Lighting	36,490.65
Total Street Lights	<u>\$ 36,490.65</u>

TREE MAINTENANCE

Tree Maintenance	1,740.00
Total Tree Maintenance	<u>\$ 1,740.00</u>
Encumbered - Springfield Fence - \$450.00	
Encumbered - Hemingway Farms - \$390.00	

TRANSFER STATION

Salaries - Full Time	54,577.56
Salaries - Part Time	31,497.00
Health Insurance	13,559.58
Life/Disability Insurance	180.20
FICA/Medicare	6,254.31
NH Retirement Systems	6,210.92
Unemployment/Workers' Comp	6,205.79
Dental	28.43
Telephone	1,302.97
Equipment	14.71
Dues, Subscriptions, Education, & Licenses	1,212.98
Supplies & Miscellaneous	1,831.27
Office Supplies	103.02
Gasoline/Diesel	18,397.52
Vehicle Expense	7,041.29
Scale Maintenance	1,260.00
TS Uniforms	467.83
Recycling	9,523.83
Demolition	30,264.93
Trash Disposal	73,801.41
Landfill Closure Monitoring	2,137.75
Total Public Works	<u>\$ 265,873.30</u>

HEALTH AND WELFARE

ANIMAL CONTROL

Ads, Postage, Printing, Food	377.36
Total Animal Control	<u>\$ 377.36</u>

HEALTH AGENCIES

Home Health Care	24,500.00
Sullivan Nutrition	3,456.00
Southwestern Community Services	5,000.00
West Central Behavioral Health	5,500.00
Community Alliance - Transportation	14,000.00
Fall Mountain Food Shelf	4,000.00
Congregate Meals	2,258.09
Salary Health Officer	891.00
FICA/Medicare	68.16
Unemployment/Workers' Compensation	335.86
Mileage Reimbursement	157.31
Miscellaneous	105.00
Total Health Agencies	<u>\$ 60,271.42</u>
Encumbered - Food Shelf - \$3,500.00	

2018 DETAILED STATEMENT OF EXPENDITURES

GENERAL ASSISTANCE

Welfare Officer	7,552.50
Fica/Medicare	596.36
Gap Software	322.81
Telephone	576.98
Office Supplies	30.00
Miscellaneous	25.00
Electricity - Clients	6,016.12
Food-Clients	213.93
Rent - Clients	20,122.81
Fuel - Clients	1,803.76
Other Ezpenses - Clients	4,448.23
Total General Assistance	\$ 41,708.50
Total Health & Welfare	\$ 101,979.92

RECREATION & CULTURE

PARKS & RECREATION

Salary - Director Part Time	12,000.04
Pool Director Part Time	3,519.00
FICA/Medicare	1,251.08
Unemployment/Workers' Compensation	1,620.08
Director Telephone	15.70
Director Expenses	505.22
Program Supplies	5,999.22
Parks Maintenance	4,924.30
Swimming Pool - Lifeguards	9,028.07
Swimming Pool - Overtime	82.88
Swimming Pool - FICA/Medicare	696.98
Swimming Pool - Unemployment/Workers' Compensation	2,137.28
Swimming Pool - Telephone	424.11
Swimming Pool - Supplies	12,970.01
Swimming Team/guard Training	150.00
Total Parks & Recreation	\$ 55,323.97
Encumbered - BSN - \$846.65	
Encumbered - Depot Home Center - \$2,600.00	
Encumbered - Precition Pools - \$5,971.00	
Encumbered - St. Pierre - \$1,600.00	

LIBRARY

Librarian	40,185.60
Assistant Librarian	27,097.22
Salaries - Part Time	28,926.95
Health Insurance	8,541.57
Life/Disability Insurance	400.95
FICA/Medicare	7,153.00
NH Retirement System	4,573.14
Unemployment/Workers' Compensation	526.92
Dental	173.62
Database Services	542.00
Telephone	413.15
Supplies	1,404.36
Computer Expenses	1,159.93
Postage	28.00

2018 DETAILED STATEMENT OF EXPENDITURES

	Adult Programs	700.00
	Dues, Subscriptions	912.00
	Miscellaneous	137.17
	Education/Workshops	550.00
	Travel Reimbursement	416.13
	Programs & Displays	408.50
	Literacy Program	978.26
	General Fund Books	5,489.44
	Transfer to Library Tech Trust Fund	1,000.00
	Books Trustees Trust Fund	5,718.62
	Total Library	\$ 137,436.53
	HERITAGE COMMISSION	
	Heritage Commission Project	\$ 2,648.45
	Total Heritage Commission	\$ 2,648.45
	Total Recreation & Culture	\$ 195,408.95
	Encumbered - Printing of Maps - \$1,463.40	
	CONSERVATION COMMISSION	
	Conservation Commission Expense	1,169.03
	Total Conservation Commission Expense	\$ 1,169.03
DEBT	TAN Interest	2,502.74
	Total Debt Service	\$ 2,502.74
	SPECIAL ARTICLES	
	School Research Committee	29.81
	Pool Renovations	30,000.00
	TR ST Roll-off Truck	39,943.55
	Town Beautification	3,585.00
	Senior Center	5,000.00
	Capital Reserve Revaluation	25,000.00
	Capital Reserve Highway Equipment	25,000.00
	Capital Reserve Dispatch/Tower	3,000.00
	Capital Reserve Silsby Masonry	25,000.00
	Total Special Articles	\$ 156,558.36
	CAPITAL OUTLAY	
	Lease Purchases	64,530.69
	Ambulance Radios	525.00
	Ambulance Zoll Purchase	25,050.71
	Cemetery Fence	16,998.78
	Hoyt Mausoleum	18,820.00
	Tr St Containers	13,200.00
	Highway Skid Steer	75,000.00
	Highway Excavator	50,000.00
	Police Vehicle	28,475.00
	Police Bullet Proof Vests	3,023.61
	Police Computer & Printer	1,656.99
	Miscellaneous	10,000.00
	Efficiency Upgrades	25,984.02
	Total Capital Outlay	\$ 333,264.80

2018 DETAILED STATEMENT OF EXPENDITURES

Encumbered - Hepatitis Shots - \$10,000.00
Encumbered -Swenson Granite - \$1,924.10
Encumbered-Depot Home Center - \$2,601.18
Encumbered - Propoint Restoration- \$18,820.00
Encumbered - Fire Dept. - \$21,000.00
Encumbered -E. Brown - \$3,907.42

GRAND TOTAL 2018 EXPENDITURES	\$ 4,318,694.98
GRAND TOTAL 2018 ENCUMBRANCE	\$ 196,462.65

TREASURER'S REPORT

GENERAL FUND

BEGINNING BALANCE 1/1/18 \$2,279,189.43

Receipts:

 Tax Collector's Office 10,889,194.34

 Town Clerk's Office \$1,269,099.15

 Less State Registration -313,819.04

 Town Clerk Total \$955,280.11 955,280.11

 Selectboard's Office 2,280,755.88

 Interest 3,793.07

Total Income \$14,129,023.40

Expenses:

 Payment to Sullivan County -782,848.00

 Payments to FMRSD -7,299,029.00

 Town Payables -4,385,579.97

 Payroll -1,445,544.54

 Total Expenses -13,913,001.51 -13,913,001.51

Ending Balance 12/31/18 \$2,495,211.32

WATER DEPT

Beginning Balance 1/1/18 \$110,613.33

Receipts:

 Rents & Interest \$529,111.07

 Credit Memos 136.76

 Water on/off/Hookups 400.00

 Bank Interest 358.01

 Total Income \$530,005.84 530,005.84

Expenses:

 Payroll -111,564.38

 Payables -283,953.92

 Total Expenses -395,518.30 -395,518.30

Ending Balance 12/31/18 \$245,100.87

TREASURER'S REPORT

SEWER DEPT MONEY

Beginning Balance 1/1/18		\$102,373.15
Receipts:		
Rents & Interest	\$471,611.15	
Credit Memos	370.75	
Dumping	1,832.00	
Connections	1,500.00	
Bank Interest	<u>415.90</u>	
Total Income	\$475,729.80	475,729.80
Expenses:		
Payroll	-78,542.56	
Payables	<u>-234,400.48</u>	
Total Expenses	-312,943.04	<u>-312,943.04</u>
Ending Balance 12/31/18		\$265,159.91

ACCOUNTS HELD BY THE TREASURER

Charlestown Heritage Commission	\$4,058.65
Charlestown Recreation Special Revenue Account	\$14,089.95
Charlestown Recreation Special Championship CD	\$4,020.92
Conservation Commission Money Market Account	\$79,079.84
Conservation Commission CD	\$14,187.59
Old Home Day Association Checking Account	\$3,659.41
Old Home Day Association Savings	\$18,690.00
Charlestown Police Gun Permit Account	\$59.15
Bond Midas Account	\$20,910.65
CDBG Grant Account	\$100.57

TREASURER'S NOTES:

At times throughout the year, we need to borrow to fulfill our financial obligations in anticipation of tax monies. In June of 2018, we borrowed \$1,000,000 and were able to pay the note in full on July 19, 2018.

The County payment and the FMRSD payments are non-negotiable and need to be paid by the due date.

Previously, payroll amounts were net pay only. In 2018, the figures are gross pay for a more accurate payroll figure.

TOWN CLERK REPORT
JANUARY 1, 2018 - DECEMBER 31, 2018

MOTOR VEHICLES

Registrations/Titles/Fees	936,001.32
	<u>\$936,001.32</u>

BOATS

Registrations/Titles/Fees	1,284.36
	<u>\$1,284.36</u>

OHRV

Registrations/Fees	777.00
	<u>\$777.00</u>

DOGS

State Fees	2,377.00
Town Fees	4,369.50
Town Fines	2,384.00
	<u>\$9,130.50</u>

MARRIAGE

State Fees	1,290.00
Town Fees	210.00
	<u>\$1,500.00</u>

VITAL RECORDS

State Fees	1,681.00
Town Fees	1,489.00
	<u>\$3,170.00</u>

FILING FEES

UCC/ Misc. Filings	2,481.00
	<u>\$2,481.00</u>

OTHER INCOME

Income - other Dept	287.95
Check Lis Fee	204.00
	<u>\$491.95</u>

REMITTED TO TREASURER	\$954,836.13
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TAX COLLECTOR'S WORKSHEET --- MS-61

Year: 2018

Starting Date: 1/01/1999

Starting Module: TX

Ending Date: 12/31/2018

Ending Module: UB

Uncollected Taxes Beginning

	Report Year	----- Prior Levy Years -----		
	2018	2017	2016	2015
Betterment	0.00	0.00	0.00	0.00
Current Use	0.00	0.00	0.00	0.00
Deed	0.00	0.00	0.00	0.00
Excavation	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Prepayment	0.00	0.00	0.00	0.00
Sewer	0.00	0.00	0.00	0.00
Tax	0.00	0.00	0.00	0.00
Water	0.00	0.00	0.00	0.00
Yield	0.00	0.00	0.00	0.00

Committed This Year

Betterment	0.00	0.00		
Current Use	0.00	0.00		
Deed	0.00	0.00		
Excavation	0.00	1,151.18		
Miscellaneous	0.00	0.00		
Other	-29,871.37	-7,158.59		
Prepayment	0.00	0.00		
Sewer	464,940.34	356,453.72		
Tax	10,438,614.87	10,071,170.35		
Water	487,500.01	378,066.25		
Yield	55,052.59	41,886.69		

Overpayment Refunds

Betterment	0.00	0.00	0.00	0.00
Current Use	0.00	0.00	0.00	0.00
Deed	0.00	0.00	0.00	0.00
Excavation	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00
Other	0.00	487.30	0.00	0.00
Prepayment	0.00	0.00	0.00	0.00
Sewer	370.13	0.00	0.00	43.53
Tax	31,858.61	3,135.43	4,408.26	24,258.87
Water	410.39	0.00	0.00	0.00
Yield	0.00	0.00	0.00	0.00
Interest, Costs & Penalties	7,644.70	82,088.01	78,491.03	115,385.19

TAX COLLECTOR'S WORKSHEET --- MS-61

Year: 2018

Starting Date: 1/01/1999
Ending Date: 12/31/2018

Starting Module: TX
Ending Module: UB

<u>Total Debits</u>	11,456,520.27	10,927,280.34	10,506,508.67	11,112,183.19
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Remitted To Treasurer

Betterment	0.00	0.00	0.00	0.00
Current Use	0.00	0.00	3,000.00	12,560.00
Deed	0.00	0.00	0.00	0.00
Excavation	0.00	1,151.18	1,831.62	1,648.64
Miscellaneous	0.00	0.00	0.00	0.00
Other	-29,871.32	-6,671.29	-12,308.15	-52,154.59
Prepayment	0.00	0.00	0.00	0.00
Sewer	388,701.84	354,858.42	367,961.15	477,464.83
Tax	9,455,995.92	10,070,047.55	9,636,947.52	10,081,788.73
Water	439,406.41	377,543.34	361,785.95	456,929.90
Yield	27,987.22	36,100.02	29,726.03	15,150.49
Interest, Costs & Penalties	7,644.70	82,088.01	78,491.03	115,385.19

Abatements Made

Betterment	0.00	0.00	0.00	0.00
Current Use	0.00	0.00	0.00	0.00
Deed	0.00	0.00	0.00	0.00
Excavation	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Prepayment	0.00	0.00	0.00	0.00
Sewer	2,160.82	1,092.28	20,266.21	1,259.90
Tax	45,809.64	3,234.20	2,744.53	1,917.40
Water	310.15	368.50	15,567.65	262.70
Yield	0.00	5,786.67	0.00	0.00

TAX COLLECTOR'S WORKSHEET --- MS-61

Year: 2018

Starting Date: 1/01/1999
Ending Date: 12/31/2018

Starting Module: TX
Ending Module: UB

Uncollected Taxes End of Year

Betterment	0.00	0.00	0.00	0.00
Current Use	0.00	0.00	0.00	0.00
Deed	0.00	0.00	0.00	0.00
Excavation	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Prepayment	0.00	0.00	0.00	0.00
Sewer	74,788.02	503.02	105.50	0.00
Tax	973,275.86	1,024.03	413.86	0.00
Water	49,921.97	154.41	70.77	0.00
Yield	27,065.37	0.00	0.00	0.00
Credit Balances	-6,676.33	0.00	-95.00	-30.00

Total Credits	11,456,520.27	10,927,280.34	10,506,508.67	11,112,183.19
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Liens

Unredeemed Liens Balance - Beginning	0.00	0.00	0.00	0.00
Credit Balances	0.00	0.00	0.00	0.00
Liens Executed During Fiscal Year	0.00	872,948.45	498,407.94	1,230,746.02
Overpayment Refunds	0.00	0.00	0.00	103.62
Interest and Costs Collected	0.00	45,756.37	103,823.09	395,034.49
Total Debits	0.00	918,704.82	602,231.03	1,625,884.13
Lien Redemptions	0.00	305,847.67	428,309.28	1,129,910.54
Interest and Costs Collected	0.00	45,756.37	103,823.09	395,034.49
Abatements of Unredeemed Liens	0.00	9,033.38	1,081.58	8,364.70
Liens Deeded to Municipality	0.00	32,925.61	18,098.87	46,755.10
Unredeemed Liens Balance	0.00	526,512.90	49,805.62	45,948.36
Credit Balances	0.00	-1,531.97	-619.19	-395.23
Total Credits	0.00	918,543.96	600,499.25	1,625,617.96

ABATEMENTS OF TAX COLLECTOR

January 1, 2018 - December 31, 2018

REAL ESTATE

St. Luke's Church	\$	4,898.44
Bacon, Romaine		1,730.59
St. Luke's Church		9,884.28

Total Abatements for 2018 \$ **16,513.31**

Dollar General Corp	\$	11,891.38
St. Lukes		7,761.30

Total Abatements for 2017 \$ **19,652.68**

Westine, Barry	\$	1,002.44
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Total Abatements for 2016 \$ **1,002.44**

WATER

Descoteau, Marion	\$	213.85
Rescsanki, William		17.50
Dussault Property Management		38.80

Total Water Abatements for 2018 \$ **270.15**

SEWER

Rescsanki, William	\$	17.50
Town of Charlestown		378.00
Frizzell, Robert		1,187.77
Jones, Connie & Paul		29.40
Dussault Property Management		69.35
Jordan, Vincnet & Virginia		748.80

Total Sewer Abatements for 2018 Levy \$ **2,430.82**

ABATEMENTS OF SELECTMEN'S OFFICE

January 1, 2018 - December 31, 2018

REAL ESTATE

Liberty Utilities	28,548.21
Total Real Estate Abatements for 2018	\$ 28,548.21

WATER

Beaudry, Normand	150.00
Total Water Abatements for 2018	\$ 150.00

SEWER

Ray-Tech Infrared, Inc	77.80
Total Sewer Abatements for 2018	\$ 77.80

REAL ESTATE

Cogswell, Louann/Grady, Jason	301.95
Yakovleff, Misha & Kendra	457.01
Total Real Estate Abatements for 2017	\$ 758.96

TRUSTEES OF TRUST FUNDS
MS-10 REPORT OF THE COMMON AND RETAINED INCOME FUNDS

# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	ADDITIONS		PRINCIPAL		BALANCE END YEAR 31-Dec-18
		BALANCE BEG YEAR 1-Jan-18	PURCHASES	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	
<u>NOTES AND BONDS</u>						
25000	US Treas Notes 1.6250% 07/31/2019	25,002.37			-1.19	25,001.18
50000	Federal Home Loan Bank 1.2400% 7/13/2020	49,948.72			16.99	49,965.71
50000	Federal Home Loan Bank 1.600% 10/22/2020	50,000.00				50,000.00
50000	Federal Home Loan Bank 1.8750% 12/09/2022	29,943.34				29,943.34
25000	PNC Bank NA Pittsburgh PA 2.550% 12/09/2021	24,977.00				24,977.00
25000	Coca Cola CO 1.6500% 11/01/2018	25,059.53		(25,000.00)	(59.53)	0.00
20000	Apple Inc 2.000% 05/06/2020	20,057.30			(27.42)	20,029.88
25000	Walt Disney Co 2.300% 2/12/2021	25,125.75			(27.08)	25,098.67
25000	Walmart Inc		24,984.25			24,984.25
25000	Microsoft Corp 2.3750% 05/01/2023	24,896.25				24,896.25
<u>MUTUAL FUNDS - FIXED INCOME FUNDS</u>						
8201.793	Vanguard GNMA Adminral Fund	85,238.91				85,238.91
<u>PREFERRED STOCK</u>						
500	US Bancorp Dep PFD H Shs 3.5% Floor 10/15/2014	10,834.95				10,834.95
<u>COMMON STOCKS</u>						
150	3M	13,146.63				13,146.63
250	Abbvie Inc	5,686.32				5,686.32
750	AT&T Inc	1,994.87				1,994.87
150	Air Products & Chemical Inc	10,252.66				10,252.66
400	Abbott Laboratories	10,609.16				10,609.16
100	Apple Inc	15,985.99				15,985.99
300	ChevronTexaco Corp	15,756.00				15,756.00
300	Disney Co.,Walt	5,199.62				5,199.62
400	Dominion Res Inv Va New	2,958.34				2,958.34
250	Emerson Electric	10,579.77				10,579.77
492	Enbridge Inc	9,947.91				9,947.91
300	General Mills Inc	11,452.28				11,452.28
400	Intel Corp	12,652.00				12,652.00
500	International Paper Co	26,154.95				26,154.95
100	IShare S&P MidCap Ind 400	6,472.99				6,472.99
250	Ishare S&P SmallCap 600	6,218.75				6,218.75
250	Johnson & Johnson	11,406.25				11,406.25
167	Johnson Controls Int'l PLC	8,034.37				8,034.37
200	McDonalds Corp	12,726.82				12,726.82
300	Merck & Co	14,664.00				14,664.00
400	Microsoft Corp	13,934.00				13,934.00
200	Nextera Energy Inc	8,599.98				8,599.98
200	Pepsico, Inc.	13,499.20				13,499.20
700	Pfizer Inc	13,651.94				13,651.94
250	Proctor & Gamble	16,292.50				16,292.50
400	Realty Income Corporation	13,414.40				13,414.40
500	U S Bancorp Del (Spinoff from US Bankcorp)	12,745.47				12,745.47
225	United Technologies Corp	11,463.75				11,463.75
200	Vanguard Emerging Markets ETF	9,281.30				9,281.30
475	Vanguard FTSE Dev Mkts ETF	19,535.80				19,535.80
400	Verizon Communications	2,543.54				2,543.54
450	Wells Fargo & Company	14,617.75				14,617.75
12700.84	Northern Trust Govt Select #848	12,086.86	613.98			12,700.84
TOTAL PRINCIPAL		744,650.29	25,598.23	(25,000.00)	(98.23)	745,150.28
<u>RETAINED INCOME</u>						
1000	Fed Farm Credit Bank 1.180% 06/13/2019					
25000	Federal Home Loan bank 1.600% 10/22/2020					
21	HCP					
23	Realty Income Corp					
83	Ishare S&P Midcap Index 400					
84	Ishare S&P Small Cap 600 Index Fund					
113	Spdr S&P 500 ETF Trust					
295	Spdr S&P Dividend ETF					
141	Vanaguard Emerging Markets ETF					
376	Vanguard FTSE Dev Mkts ETF					
	Northern Trust Prim #848 Income					
SUBTOTAL (Before Fees)						
Fees Paid to The New Hampshire Trust Company						
TOTAL		0.00	0.00	0.00	0.00	0.00
<u>COMBINED COMMON TRUST FUND AND</u>						
<u>RETAINED INCOME FUND</u>		744,650.29	25,598.23	(25,000.00)	(98.23)	745,150.28

TRUSTEES OF TRUST FUNDS
TOWN OF CHARLESTOWN NEW HAMPSHIRE ON DECEMBER 31, 2018

INCOME					PRINCIPAL ONLY		
BALANCE BEG YEAR	INCOME RECEIVED DURING YR	EXPENDED DURING YEAR	GAINS LOSSES	BALANCE END OF YEAR	BEG OF YEAR FAIR MKT VALUE	UNREALIZED ANNUAL GAINS/LOSSES	END OF YEAR FAIR MKT VALUE
	406.26				24,908.20		24,866.20
	620.00				48,963.85		48,992.65
	800.00				49,265.75		49,110.80
	562.50				29,549.49		29,079.72
	637.50				24,987.43		24,389.73
	412.50				24,981.68		0.00
	400.00				19,910.74		19,810.74
	575.00				24,966.28		24,688.55
	127.50						25,257.63
	593.76				24,789.40		24,464.73
	2,287.35				85,790.75		84,068.38
	443.59				11,290.00		9,335.00
	816.00				35,305.50		28,581.00
	897.50				24,177.50		23,047.50
	1,500.00				29,160.00		21,405.00
	637.50				24,612.00		24,007.50
	448.00				22,828.00		28,932.00
	282.00				16,923.00		15,774.00
	1,344.00				37,557.00		32,637.00
	336.00				21,502.00		21,930.00
	1,336.00				32,424.00		28,584.00
	486.25				17,422.50		14,937.50
	1,011.15				19,242.12		15,291.36
	588.00				17,787.00		11,682.00
	480.00				18,464.00		18,772.00
	962.50				28,970.00		20,180.00
	285.59				18,978.00		16,606.00
	273.72				19,202.50		17,330.00
	885.00				34,930.00		32,262.50
	173.68						4,951.55
	838.00				34,424.00		35,514.00
	576.00				16,881.00		22,923.00
	688.00				34,216.00		40,628.00
	888.00				31,238.00		34,764.00
	693.00				23,984.00		22,096.00
	952.00				25,354.00		30,555.00
	710.30				22,970.00		22,980.00
	1,052.20				22,808.00		25,216.00
	635.00				26,790.00		22,850.00
	637.87				28,703.25		23,958.00
	219.36				9,182.00		7,620.00
	590.81				21,308.50		17,622.50
	949.00				21,172.00		22,488.00
	738.00				27,301.50		20,736.00
	366.34			24,068.41	12,086.86		12,700.84
20,811.61				24,068.41			
20,811.61	31,142.73	0.00	0.00	24,068.41	1,147,307.80	0.00	1,103,626.38
10,004.32	118.00			10,001.42			
25,000.00	400.00			25,000.00			
1,053.78	31.08			1,053.78			
1,045.58	60.51			1,045.58			
9,227.57	237.05			9,227.57			
3,540.68	91.97			3,540.68			
17,391.32	566.85			17,391.32			
19,545.75	720.18			19,545.75			
6,186.60	154.64			6,186.60			
13,769.25	467.67			13,769.25			
23,045.14	405.17			27,607.07			
	3,253.12						
	(6,205.80)						
129,809.99	(2,952.68)	0.00	0.00	134,369.02	0.00	0.00	0.00
150,621.60	28,190.05	0.00	0.00	158,437.43	1,147,307.80	0.00	1,103,626.38

TRUSTEES OF TRUST FUNDS
FORM MS -9 REPORT OF THE COMMON AND RETAINED INCOME FUNDS

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning Year	New Funds Created	Expended	Capital Gains Reinvestment	Gains/ Losses
1974	Maude E Prouty- Worth	Assistance	Stks/Bds	21,172.63				
1862	Porter Widow Fund	Assistance	Stks/Bds	58,206.93				
1974	Maude E Prouty	Books	Stks/Bds	31,753.61				
1979	Sayce Fund Library	Books	Stks/Bds	1,576.44				
1961	Care/North Charlestown	Cemetery	Stks/Bds	9,340.62				
1995	General Maintenance	Cemetery	Stks/Bds	88,717.75	500.00			
1882	Horace Metcalf	Cemetery	Stks/Bds	369.21				
1881	Perpetual Care 1881-1995	Cemetery	Stks/Bds	305,758.83				
1925	Charles H Hoyt	Cemetery	Stks/Bds	14,894.77				
1993	Emma Hunt	Conservation	Stks/Bds	4,537.29				
1896	Silsby Public Library	General	Stks/Bds	149,946.01				
2000	Patch Park Gift Fund	Recreational	Stks/Bds	1,231.30				
1979	Dorothy Sayce	Recreational	Stks/Bds	1,571.73				
1920	Charles H Hoyt	Streets	Stks/Bds	46,136.22				
1988	James Hearne	Town Hall	Stks/Bds	2,033.34				
1979	Dorothy Sayce	Trees	Stks/Bds	3,712.67				
1967	Mary A Sherwood	Trees	Stks/Bds	2,641.50				
2016	Main St Lamp Post	Maintenance	Stks/Bds	1,049.37				

Grand Total Common Fund & Retained Income Fund	744,650.22	500.00	0.00	0.00	0.00
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REPORT OF THE TOWN CAPITAL RESERVES

		Principal				
	How Invested	Balance Beginning of Year 1-Jan-18	New Funds	Expended	Gain/Loss Sales	Balance End of Year 31-Dec-18
Silsby Library Technology	Money Market	4,840.77	1,000.00	0.00	0.00	5,840.77
Swimming Pool Rehabilitation	Money Market	0.00	0.00	0.00	0.00	0.00
Town History Capital Reserve	Money Market	0.00	0.00	0.00	0.00	0.00
Town Revaluation	Money Market	128,312.90	25,000.00	0.00	0.00	153,312.90
Highway Heavy Equipment	Money Market	55,053.85	25,000.00	0.00	0.00	80,053.85
Library/Municipal Bulding Mason	Money Market	130,889.46	25,000.00	0.00	0.00	155,889.46
Emergency Comm Improvement	Money Market	6,001.58	3,000.00	0.00	0.00	9,001.58
Total		325,098.56	79,000.00	0.00	0.00	404,098.56

TRUSTEES OF TRUST FUNDS
TOWN OF CHARLESTOWN, NEW HAMPSHIRE ON DECEMBER 31, 2018

Balance End Year	Income Balance Beginning of year	% % % %	Gains/ Losses	Bond Accretion Amortization	Income During year	Expended During Year	Income Balance End of Year	Total Principal & Income End of Year
21,172.63	19,019.63	0.0284		(3.21)	1,145.17	(1,200.00)	18,961.73	40,134.36
58,206.93	6,922.37	0.0782		(7.84)	2,118.63	(1,200.00)	7,833.16	66,040.09
31,753.61	960.92	0.0426		(4.19)	1,071.44	(960.91)	1,067.26	32,820.87
1,576.44	47.73	0.0021		(0.21)	53.19	(47.71)	53.00	1,629.45
9,340.62	10,923.33	0.0125		(1.47)	562.72		11,484.58	20,825.20
89,217.75	2,662.30	0.1191		(11.75)	3,005.78	(2,662.28)	2,994.05	92,211.80
369.21	2,375.02	0.0005		(0.10)	66.35		2,441.27	2,810.48
305,758.83	9,252.65	0.4106		(40.30)	10,316.98	(9,252.64)	10,276.69	316,035.51
14,894.77	25,273.23	0.0200		(2.51)	1,069.17	(300.00)	26,039.89	40,934.65
4,537.29	4,809.14	0.0061		(0.70)	262.07		5,070.51	9,607.80
149,946.01	4,537.53	0.2014		(19.77)	5,059.51	(4,537.55)	5,039.72	154,985.73
1,231.30	282.37	0.0017		(0.17)	47.91		330.11	1,561.42
1,571.73	2,283.14	0.0021		(0.26)	104.79		2,387.67	3,959.40
46,136.22	54,780.33	0.0620		(7.28)	2,798.21	(69.27)	57,501.99	103,638.22
2,033.34	1,265.90	0.0027		(0.30)	97.26		1,362.86	3,396.19
3,712.67	3,085.39	0.0050		(0.56)	195.15		3,279.98	6,992.65
2,641.50	2,108.53	0.0035		(0.40)	136.88		2,245.01	4,886.52
1,049.37	31.84	0.0014		(0.14)	36.09		67.79	1,117.16
744,100.85	150,621.35	1.00	0.00	(101.16)	28,147.30	(20,230.36)	158,437.27	903,587.50

TOWN OF CHARLESTOWN, NH ON DECEMBER 31, 2018

Income				Combined	
Balance Beginning of Year 1-Jan-18	% % % % Dec	Earned Income	Expended	Balance Income End of Year 31-Dec-18	Total Principal & Income 31-Dec-18
185.09	0.01	70.79	(0.81)	255.08	6,095.85
167.51	0.00	2.36	(0.03)	169.84	169.84
0.00	0.00	0.00	0.00	0.00	0.00
3,348.74	0.38	2,125.01	(24.47)	5,449.30	158,762.20
1,762.37	0.20	1,070.76	(12.40)	2,820.73	82,874.58
2,802.33	0.39	2,153.60	(24.79)	4,931.14	160,820.60
63.21	0.02	117.88	(1.37)	179.73	9,181.31
8,329.25	1.00	5,540.40	(62.50)	13,805.82	417,904.38

TRUSTEES OF TRUST FUNDS

New Cemetery Accounts – 2018

FH (Forest Hill), HH (Hope Hill), PC (Pinecrest), SC (St. Catherine)
G (graves)

<u>DATE</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>CEM</u>	<u>SEC/LOT</u>	<u>G</u>
Jan	Collins, John	250	PC	Sec 4 Lot 232D	1
July	Come, James & Marilyn	250	PC	Sec 4 Lot 228B	1
	TOTALS	\$ 500			2

Patricia J. Royce, Treasurer
Trustees of Trust Funds

CEMETERY DEPARTMENT

In 2018, the upkeep of the five cemeteries was maintained throughout the spring, summer and fall. This included mowing, trimming, raking, and equipment repairs & maintenance.

At Forest Hill Cemetery, a new roof was installed on the Hearse House, over 100 junipers were planted on the bank (which should help with stabilization), the stonework at the Hoyt Mausoleum was cleaned, chipped and repointed, the gates of the Hoyt Mausoleum were repainted, and the section of the north entrance road was repaired. The fence has been replaced with granite posts which will have black chain installed in the spring of 2019.

Hope Hill Cemetery had a section of the fence along 12-A repainted. A new sign was made for this cemetery, which will be put up when weather permits.

During the year of 2018, there were 19 burials and 2 lots sold.

Cemetery Trustees meet the 4th Tuesday of each month at 4:30 pm during the season in the Bakery Building. These meetings are open to the public.

Respectfully submitted,
Douglas Neil Chair
Rose Smith Hull
Jerry Kilnek
Cemetery Trustees

SCHOOL RESEARCH COMMITTEE

The tax rate for local education in Charlestown is the highest in the state of New Hampshire, and it continues to increase. In March, 2018, the voters of Charlestown approved a warrant article to create a committee of Charlestown residents to study this trend of yearly increases. This committee was given the task of analyzing the current formula for school funding and with those findings, present viable solutions to the taxpayers and selectmen of Charlestown for better management of the local tax revenue.

The School Research Committee met bi-weekly from April to November 2018, and hosted representatives of the Fall Mountain Regional School District and the School Board. The group started with a review of the Articles of Agreement. The committee was frequently met with challenges when working through over 5,800 different codes comprising the line items that need funding. The administration was able to answer most of the questions we put forth, though there were several occasions that clarified to the committee that no one had all the answers. Some of the answers continue to evade us. It is unclear how many students attend FMRHS from each member town and there are district transportation costs that are unable to be provided due to the complexity of the formula.

The formula the Fall Mountain Regional School District uses to charge the member districts for the cost of educating our children is the most complicated in the state of New Hampshire. The current formula is comprised of six individual methods. Each method covers different categories, and is given differing values. For example, Method 1 distributes costs as follows: 3/9 High School; 4/81 Acworth; 10/81 Alstead; 2/9 Charlestown; 4/81 Langdon and 2/9 Walpole. Method 6 distributes costs based on the most currently available Average Daily Membership (ADM) of pupils residing in each town of the Fall Mountain Regional School District -- as determined by the New Hampshire Department of Education. 1/3 of the costs allocated to method six are charged to the High School, with the balance by ADM (Currently 7.3733% Acworth, 16.8104% Alstead, 42.4996% Charlestown, 4.7510% Langdon and 28.5657% Walpole).

The number of Charlestown students has decreased, however, the percentage of students in the Fall Mountain School District from Charlestown remains relatively constant. In contrast, the local education tax rate for Charlestown has increased exponentially. In 2009 the school tax rate was \$14.29. By 2018, the rate was \$23.71, an increase of 65.92% for Charlestown residents in only 9 years.

The formula used to fund a school district budget of \$31,500,027.00 is extremely complicated. Few individuals have hope of a thorough knowledge of the associated costs and categorization used to create this budget. The lack of understanding is a hindrance to registered voters and elected officials from each municipality, preventing them from making educated decisions regarding budget assessments and fiscal responsibility to their respective towns. Therefore the committee recommends:

1. The town of Charlestown vote to invoke RSA 195:25, to form a district wide study committee.
2. An article be included on the FMRSD warrant to work with a qualified, non-partisan, third party firm to conduct a review of our cooperative school district.

CHARLESTOWN HISTORICAL SOCIETY

PO BOX 159
CHARLESTOWN, NH 03603

President: Bill Hartley
Treasurer: Judi Baraly
Archivist: Marge Reed

Secretary: Sue Richardson
At Large: David Schumann
At Large: Carmina Stewart

Charlestown Historical Society

The Archives enjoyed an active year of programs and interesting visitors and continues to be open each Monday and Friday from 9 am to noon as well as by arrangement when possible to accommodate visitor schedules. The invaluable assistance of our active volunteers; Sue Weeks, Susan Richardson and Carmina Stewart has allowed us to catch up on cataloging and re-organizing the documents that continue to arrive from so many varied sources. A large donation of archival documents, data and yard sale items was received from Barbara Jones last spring. Thank you Barbara for thinking of us and for your weekly envelope of newspaper clippings.

The musket case was mounted to the south wall for permanent display of Captain Phineas Stevens' fowling piece and it is surrounded by our collection of Fort at #4 prints, maps and memorabilia. On the opposite side of the building we display artifacts from our collections. Most recently this included items found throughout Charlestown in cellars, inside walls or reclaimed from backyards. These bits and pieces of pottery and personal items give us a glimpse of ordinary lives in the 18th and 19th centuries. Our next display will be fabric items and linens from the same era and we hope you will stop in to see them.

We will re-open the Welcome Center for the Memorial Day celebration and plan to be open on Saturday mornings through the fall. We always welcome the opportunity to show off our displays and Archives and welcome all visitors and residents to explore Charlestown history. On Monday, May 27th the Schoolhouse at 1591 Acworth Road will be open to the public. This 1774 schoolhouse is owned and maintained by the Historical Society and made available to school groups as a living history resource. Teachers or home-school groups may contact Marge Reed (826-4478) to reserve a date to visit.

Although we did not sponsor an Arts Expo in December, we were pleased to participate in the Craft Fair held at the Primary School where we sold our 2019 Historical Calendars. These calendars are also on sale at the Archives for \$10 and the proceeds are used to finance our operations and the Schoolhouse maintenance.

Except for storm interruptions, we hold a program on the third Sunday of each month at the Bakery Building from 2 pm to 4 pm. On February 17th our speaker will be Wendy Baker, Director of Fort at #4, followed on March 17th by the Heritage Commission for a discussion of our shared goals of preserving Charlestown's historic environment. On April 14th, area historian Ron Patch will be joining us at the Town Hall with a presentation that will include slides.

CHARLESTOWN HISTORICAL SOCIETY

PO BOX 159
CHARLESTOWN, NH 03603

Town Hall Committee

Several concerns arose during the past year, most related to maintenance and lack of oversight when the Hall is rented out to groups. The maintenance issues are currently being addressed by the Selectboard as a full time building maintenance person will be hired in early 2019. We are hopeful that this may also reduce the abuse by users of the kitchen and the vandalism of chairs and tables. The chairs and tables were donated over the years by the Rotary Foundation and you wouldn't think people need to be told they are for sitting upon and not to be used in place of a stepladder. There are a variety of ladders readily available in the maintenance closets along with mops and brooms; please use them and make certain all appliances, lights and fans are turned off when you leave the building. It is your responsibility as a Town Hall user to protect the building and its furnishings.

There is \$3,806.29 in our bank account and our list of priorities such as re-finishing the floors, completing the front meeting room and re-painting on the first floor has not changed. We encourage volunteers interested in our mission to maintain and protect the Town Hall to contact any of the representatives listed below:

River Theater Company: Heidi Fagan, alternate
Town of Charlestown: Tom Cobb, Selectboard; Travis Royce
Alternate Heritage Commission: Duane Wetherby
Historical Society: Bill Hartley, Judi Baraly, alternate
Charlestown Rotary Club: Rose Smith Hull, Bill McKane, alternate
Food Shelf: Dick Westney, Director

HEALTH & HUMAN SERVICES

Your Selectmen and Finance Committee take a very pro-active approach in reaching out to our fellow townfolk who are in need of a hand up. Looking at the 2019 budget one can see this simply by the Town's ongoing support of social service organizations, such as, Home Health Care (VNA), Southwestern Community Services, West Central Behavioral Health, Fall Mt. Food Shelf, our Health Officer, etc. The Town's Welfare Office utilizes these and a myriad of other programs and organizations that exist for the primary purpose of lending assistance to those who cannot entirely help themselves for some reason or another.

Your town's welfare office attempts to help those reaching out to us in a financial emergency, whether real or perceived. These emergencies often leave an individual subject to what maybe termed as 'the tyranny of the moment'. In other words their fragile support network and resources have been disrupted to the point that their coping responses are not what a society based on middle-class values might expect. The emotion and stress associated with these crises can be so debilitating that people are simply unable to function rationally. As a result, it can be often difficult for us to understand 'why people do what they do'.

We attempt to cut through some of the noise in many people's lives, helping and guiding them through alternative remedies that will, hopefully, benefit them and society in the long term. Most people want to be independent and self supporting and are reluctant to ask for help, but when folks do seek our help we try to be respectful, supporting and understanding. Doing all this while at the same time knowing that the office has an obligation to expend taxpayer money wisely and only when absolutely necessary, not always an easy task when the human condition is involved.

Your selectmen are especially grateful to all those who contribute to our general welfare, quality of life, and stability of the entire community. All of you make Charlestown a great place to live and you know who you are.

FALL MOUNTAIN EMERGENCY FOODSHELF

2018 was a wonderful heartwarming year at the Foodshelf. We who volunteer and those we serve experienced the generosity, love, caring of the local communities. All of the donors were so generous this year. We had awesome amounts of food and monetary donations to purchase needed food for the Foodshelf. Everyone who came for help with food had a warm happy feeling inside that people care about them, their family, and their well being. 112,476 times families came to us for help with food. These families included 47,975 individuals. We were able to provide them with at least 1,516,066 meals that provided them with nutritious food for three meals a day. We were so blest to be able to provide so much good food. No one left the Foodshelf hungry and without plenty of food. (and a hug if they needed one).

We are so grateful for all the food and monetary donations given by individuals, families, all of our towns, local businesses, and churches (some do monthly food and monetary collections). The Boy Scouts, Girl Scouts, 4 H groups, our local schools, teachers, and many students do food drives and monetary collections for us. We appreciate Fresh Rescue donations and bread and food donations from local stores and bakeries. We get a good amount of food from the NH Food Bank at a low cost. It is so heartwarming to have such awesome community support and so many donors dedicated to helping others. We will have our annual \$10,000 matching grant from March 1st until April 30th. It is a huge blessing and it is used to purchase needed food.

We are grateful for the wonderful crew of dedicated loving volunteers that make the Foodshelf possible. They are so giving of their gifts and make people welcome and well cared for. They work so hard to see that everyone gets what they need. We welcome people who would like to volunteer. Just come by.

Our 11th year GROW A ROW FOR THE FOODSHELF was a tremendous success. We are so grateful for the wonderful produce so generously donated by local farm stands, local farmers, gardeners, and families. The people who come to the Foodshelf love the fresh fruits and vegetable. Children come in with their parents and get excited to have a fresh carrot, apple, or cucumber to munch on. This, our 12th year of GROW A ROW will be another great year. Families love to freeze and can veggies for the winter too. We are very blessed.

We thank the towns and the people who have so lovingly supported the Foodshelf all these 40 years. The caring and love for the well being of others is such a blessing to our people. We are thankful we live in such a part of our world where people have such loving hearts. May you all be blest with a wonderful happy year.

FALL MOUNTAIN FRIENDLY MEALS

2018 was our wonderful 31st year of providing full course home cooked meals every Tuesday and Thursday at the Alstead Town Hall and delivering meals on wheels to shut-ins, chronically ill, handicapped, and elderly residents in all area towns. We provided at least 27,683 meals. We also provided bones on wheels to the wonderful furry companions of our shut-ins. They love getting bones on wheels.

We are an all volunteer organization and are so blest to have so many caring people who give so much of themselves each meal day. Our volunteers plan the menus, order food and serving supplies, bring food to the kitchen and town hall, cook the meals, set up the town hall, prepare all the meals on wheels items, serve the meals, then prepare and bag all the meals on wheels, clean up pots and pans etc, and deliver all the meals on wheels. We averaged 210 to 220 meals delivered each Tuesday and Thursday in 2018. We are blest to have high school students who volunteer and learn many skills. They are such a gift. The people love having the young people there. It brightens the days.

We receive no state or federal money. We are supported by our local towns, local individuals and families, businesses, churches, local organizations and some out of state donors. The proceeds from Helen's Haven Thrift Shop at the Alstead Transfer Station all go to the program. We are grateful for all the support. It means so much for the folks to have a wonderful nutritious meal that is home cooked and delivered with our special ingredient, love. We are grateful for all the fresh veggies in the growing season. People love to get the garden veggies. We get fresh delicious bread from Panera for each meal.

We will have a \$10,000 matching grant for the meals from July 4th to Labor Day. We pray we reach our goal. It helps so much and helps so many people.

We thank you all for your support these 31 years. You have been a blessing to so many people.

RECREATION COMMITTEE

The Charlestown Recreation Committee is a group of volunteers and a part-time Recreation Director who have the task of establishing, maintaining, and running the youth and adult recreation activities here in town. These are dedicated people who devote their time to produce sports and various activities for the townspeople all year. Please take a moment to thank them for their participation:

Shawn Aubin	Art Grenier, Acting Director
Gabe Bailey	Pat Guerriere
Heather Carter	Albert St. Pierre, Ex Officio
Patty Chaffee, Secretary	Chris Spaulding, Vice Chair
Nancy Fontaine, Chair	Robert Tiebout, Treasurer

Some of the duties Committee members perform are:

- Coaching/Umpiring for baseball, softball, soccer, basketball
- Maintaining sports fields
- Raising funds by coordinating snack tables, dances, and parties
- Maintaining the Town Pool, Patch Park, and Swan Common
- Organizing events such as Fall Festival/Winter Carnival, sporting events, craft fairs, etc.

2018 Activities

In January/February, the 35th Winter Carnival was a great success. The activities included:

- Father/Daughter Dance sponsored by the Save the Pool Committee
- Arts and Crafts at the Town Library
- Open Sliding at Morningside Glider Park
- Open Swim at the Edgar May
- Center Candy Bar Bingo
- Whiffle Ball
- Free Throw Contest sponsored by the Knights of Columbus
- Snowman Contest
- Broom Hockey
- Chili Cook-Off sponsored by the Boy Scouts Troop 31
- Snow Ball Social
- Winter Carnival Breakfast sponsored by Old Fort #4 and Fire and Hose Company.

Youth sports – softball/baseball, soccer, and basketball - dominated the Summer/Fall/Winter months.

In October, despite the weather, the 1st Charlestown Fall Festival was also a great success. The activities included:

- Dodge Ball tournament
- Library Activities
- Craft Fair

RECREATION COMMITTEE

- Corn hole tournament hosted by the Save the Pool Committee
- Candy Bar Bingo
- Music by Will & Dwight
- Pie judging and Pie eating contests hosted by Chelsea Jewell
- Hay Rides hosted by John Heavysides
- Historical Society opened their doors
- Disc Golf tournament hosted by Mike Maki
- Rotary Breakfast

In December, the 1st Charlestown Christmas Craft Fair was a new addition to the Recreation Calendar. There were 45 vendors in the Charlestown Primary School Cafeteria and Gymnasium. Many folks attended and enjoyed collecting local arts and crafts for those last-minute Christmas gifts.

Patch Park, Swan Common, and the Town Pool

This past summer, there were a couple new additions at Patch Park. One was the new line of boulders to replace the split rail fencing along the parking line. The other is a new building located behind the back stop of the little league baseball field and is used for storage and an announcement stand.

At Swan Common, plans are moving forward to add electricity and water to facilitate activities there.

The Town Pool continues to be a popular summer activity for the folks in town. Options are being considered for pool renovations. Please contact the Town Office if you are interested in joining the team as a lifeguard. Training is available.

Thank you

The Recreation Committee would like to extend a heartfelt thank you to the many community members and businesses that stepped forward and supported the activities this past year. We also want to express many thanks to all the volunteer coaches, referees, and umpires. Without you, the many sports activities could not happen. Officials are always needed. If you are an experienced coach, referee, umpire, or someone who wants to get that experience, give us a call.

Please continue to monitor the Charlestown Recreation Department Facebook page and the sandwich boards for announcements.

CONSERVATION COMMISSION

The Charlestown Conservation Commission meets on the third Monday of each month at 7:00PM in the Community Room below the library. The public is invited to attend.

The Commission was very active this year in maintaining and promoting the towns hiking trails. The Commission is a member of the Upper Valley Trails Alliance and our trails are listed on their program entitled Upper Valley Trails Finder. By going to their website www.localmotion.org/trails/ you can find all our trails mapped out with directions on how to access, length of trails and other pertinent information along with pictures. Trail maps are also available in the Selectboard office.

Annual projects the Commission were involved with included the semi-annual Adopt-a-highway clean-up along Rt. 12, and the yearly monitoring of the LCIP (Land Conservation Investment Program) easements held by the state and monitored by the Commission. Letters were sent to the owners this year requesting they start planning for the remarking of their boundaries.

The Commission also sponsors Green-up day the first Saturday in May of each year. Many thanks to the people who volunteered their time picking up trash and to the Jiffy Mart, Ralph's, Charlestown House of Pizza and the Ice Cream Machine for their donations of food and drinks to feed the volunteers.

A timber harvest was started in the Reservoir lot in January but was not able to be completed due to the early posting of the town roads. The contract for this sale has been extended and is scheduled to start again in January 2019.

An application was made to the Natural Resources Conservation Service (NRCS) Environmental Quality Incentives Program(EQIP) which will pay landowners for forest improvement practices which are accomplished. Our application was not approved in 2018 due to lack of funds when we applied but we will be reapplying in 2019. This work is to be done in the Reservoir Lot in the area of the timber sale.

An ordinance was created listing the permitted and prohibited uses of the Charlestown Town Forests which awaits Selectboard approval.

Respectfully submitted,
Richard Holmes
Chairman

BUILDING / FIRE INSPECTOR

As Building and Fire Inspector it has been a pleasure to work with the citizens of Charlestown. In general the citizens comply with the rules and regulations of ICC and cooperate in obtaining permits through the Selectboard's Office. A list of rules and permit fees are available to anyone. The State ICC books are available for review in the Selectboard's Office and the Library for interested parties.

The Town of Charlestown is a member of ICC (International Code Council), The National Fire Protection Association (NFPA). National Electrical Code and NH Building Official Association.

In 2018 there were 84 Building Permits issued for additions, alterations and renovations to residential and commercial structures. Several permits were issued for upgrading of electrical services and plumbing. One permit was issued for construction of frame homes and several permits for manufactured homes. I work closely with contractors, electricians and plumbers to bring all structures up to State and IRC/IBC codes. I attended code update meetings as they became available. We adopted the updated codes 2009 and also NEC 2017.

Just a reminder, it is required that all manufactured housing new and old being moved or re-located in Town will require hard wired smoke detectors with battery back-up in each sleeping area and hallways, CO detectors will also be required.

It is now mandatory to file an application to install oil burning equipment (RSA 153:5). All new outdoor wood boilers, pellet stoves, and indoor wood, pellet stoves require a Fire Inspection Permit. Additionally, inspections of foster/day care and Town buildings are done on a regular basis.

All demolition or renovations will require an asbestos inspection by a State certified asbestos inspector. This is a State requirement pursuant to RSA 141-E and the N.H. Code of Administrative Rules. Permit fees in 2018 brought in \$3,761 to offset the costs associated with building inspections.

Please note that any new homes, additions, basement finish or interior closed wall construction with rough plumbing or electrical concealed, must be inspected before the wall finish is installed. A final inspection is required before occupancy.

FIRE RAPID ENTRY SYSTEM (Knox Box) has been added as a requirement to new two-family, multi-family and commercial buildings.

The position of Building Inspector/Code Enforcement Officer is part-time only. As such, I am available two days each week in the office, Mondays and Wednesdays from 4:00 PM to 6:00 PM. For inspections, I'm usually available most days by calling the office, with follow up on the same day or next day by leaving a message at 826-4400.

Respectfully submitted,
Jon B. LeClair
Building/Deputy Health/Fire Inspector

PLANNING BOARD

The Planning Board's 2018 was a relatively typical year in terms of development activity in Charlestown. In all, the Board considered 29 different applications in 2018 including:

- 3 minor subdivisions;
- 13 site plan review applications; 6 for new businesses in existing buildings, 1 for the expansion of an existing facility, 5 new commercial facility and 2 for the modification of existing businesses;
- 4 sign permits;
- 2 boundary adjustments between existing lots;
- 2 voluntary mergers of existing lots;
- 2 permits to cut trees on designated scenic roads;
- 2 revisions to existing site plan approvals;
- 1 time extension to a previously approved excavation permit

This year's Town Meeting Warrant includes a Solar Ordinance. A recent site plan review application for a solar energy facility in Charlestown highlighted the need for a solar ordinance in order to address the development characteristics unique to a solar facility site. As stated in the ordinance, the purpose is to accommodate solar energy collection systems and distributed generation resources in appropriate locations, while protecting the public's health, safety and welfare. Additionally, consideration of the Town's scenic views, historic properties, property values, and rural character will be used to minimize potential impacts. The Board urges voter support for this ordinance.

The Board also spent considerable time discussing refinements to the application process as well as the structure of the meeting itself. Some of these refinements include the use of the application checklists by the administrator, the applicant and the Board, as well as developing better guidelines for determining whether a site plan review application is warranted.

Among the most notable events of the year was the retirement of recording secretary Regina Borden. Regina has provided services to the Planning Board since 2000. The quality of her work was greatly appreciated and will be difficult to replace. Best wishes in your retirement Regina.

The Board would like to remind residents that if they plan a subdivision, boundary adjustment, commercial enterprise, home business, or would like to erect a sign, they should come to the Planning & Zoning office and get a copy of the appropriate town regulations and forms to guide their application.

The Planning Board meets at 7:00PM on the first and third Tuesday of each month in the Community Room at the Silsby Library/Municipal Building. All meetings are open to the public and citizen participation is encouraged. The Planning & Zoning office is located in the Town Offices at 233 Main Street and is open weekdays from 8:00 AM – 4:00 PM.

Charlestown Planning Board:

Robert Frizzell, Chair
Sharon Francis, Vice Chair
Thomas Cobb, Ex-Officio

Douglas Neill
Rosie Smith-Hull
Richard Lincourt
Terry Spilsbury

Alternates:

James Jenkins
Patricia Chaffee
Duane Wetherby

AMBULANCE

The Charlestown Ambulance Service continued to see growth and improvement throughout 2018, responding to over 470 calls. Some additional calls were turned over and handled by neighboring mutual aid agreements for transport, but many still had a member of CAS medically trained to first respond and assist. We also provided mutual aid for 23 requests for assistance to other agencies. Unfortunately, we had to decline additional calls for assistance, due to insufficient staffing or vehicles, to ensure we maintained adequate coverage of Charlestown.

These numbers represent an overall increase in volume and response of approximately 20% from 2017 and 46% since 2016. State projections for growth, aging and other factors predict that call volumes will continue to increase in coming years.

We were able to once again increase revenue returned to the Town this year by a significant amount with some improvements and changes. Final figures were not in at the time of this report pending outstanding billed invoices but we were able to return safely over the cost of our operating budget.

The Service continues to operate as a paid for call / volunteer agency which is a major contributing factor to the inability to adequately cover 24/7 operations. We were able to add 2 additional people to the roster as an EMT basic and an EMT Advanced which brings our active roster to 12 Providers with varying levels of Medical Licensure. We remain well below staffing needs.

That being said; we continue to staff 2 fully equipped Advanced Life Support Ambulances and have had multiple occasions of having them both out on concurrent calls throughout the year. A1 is a 2013 Ford gas truck that remains our primary response truck. A2 is a 2005 Ford with four wheel drive. A2 is certainly coming to the end of its usability as reliable and functional equipment. The trade value of this vehicle is dropping significantly and we have seen an uptick in losing it to repairs. This was a known issue and discussed in previous years and has been added as a Warrant Article for this Years Town Meeting day.

The current staff of the Ambulance Department is paid only while they are on an actual ambulance call and a smaller stipend for some of the continuing training and education mandated each year to remain licensed. They still actively volunteer to initiate their response, remain “on call,” in addition to roughly a couple hundred hours of additional trainings, drills, education, community focused projects, public outreach, and community events.

Some of these projects included the Nationwide Stop the Bleed Campaign, joint training sessions with the Charlestown Fire Department, as well as some CPR and First Aid training. We will continue these ventures going forward. New for 2019, we have entered discussions with the State of New Hampshire Bureau of EMS as it regards to a new program to help address the Nationwide Opiate Crisis. If we embark on this Program (NH Project First) we will be the only EMS agency in the Sullivan Region to do so. The Program is fully funded through a State Grant with no match.

We have been working in conjunction with The Office of Emergency Management, Charlestown Fire, and Charlestown Police Department to embark on another federally funded program through Homeland Security. While this is mostly an EMS grant, all agencies and disciplines need

AMBULANCE

to be working closely together to ensure success. This program encompasses various “active shooter” training, classes, exercises, drills, and procurement of additional equipment needed to handle such a crisis.

We have been working and meeting with many surrounding area police, fire, and EMS agencies on this for several months and hope to complete the final requirements by summer this year. Some of these agencies include Walpole, N. Walpole, Langdon, Claremont Fire, NH State Police, Alstead, and the Springfield VT Fire Department. The time commitment for this program is large and final completion is a precepted drill with the State of NH Bureau of EMS in attendance along with meeting Homeland Security’s requirements. Final exercises will include members of all Departments listed.

The Ambulance Service would also like to thank Whelen Engineering for their support, meeting areas and facilities, and assistance with this program amongst all of their ongoing assistance. Their unwavering support of the Ambulance Service is truly remarkable and they certainly deserve our heartfelt thanks and recognition.

Although this type of work is not for everyone, being a member of the Ambulance Service can be an incredibly rewarding experience. If you have questions, concerns, or interest please contact us and we would be happy to see if being a part of it could be right for you. Thank you to all who continue to support the Ambulance Service.

FIRE DEPARTMENT

Although we had fewer calls for ambulance assists during 2018 and fewer brush fires, there was an increase in trees that came down on utility wires. We have been working steadily on pre-plans for businesses in Town to keep our records up to date on contacts and services they receive.

A Warrant Article this year addresses the need to replace our Engine 2, a 1991 American LA France pumper that has reached the end of its dependability. In addition to the increased cost of repairing and maintaining a 28 year-old vehicle, parts are difficult to locate and it no longer meets safety requirements. In order to provide water to a fire scene we must have a reliable pumper and we hope the voters will recognize this when votes are cast. Twenty-eight years ago only lap seat belts were required and this is also an open-cab; no protection from the weather or high noise level of the sirens. It has served long and hard years and overdue to be gracefully retired.

We are often asked what the Old #4 Fire & Hose Company does with the fundraising we do with breakfasts, boot drives etc. Over the years we have purchased a tanker, outfitted a fire engine with hose and required equipment and purchased uniforms for the firefighters. Last fall we were able to purchase an off-road Polaris Ranger Ultra Terrain Vehicle for rescue operations. This vehicle will accommodate a stretcher and First Responder as well as carry manpower and equipment into hard to reach brushfires. We also award an annual scholarship to a Fall Mountain senior who chooses to pursue a career in Emergency Services.

There is always a need for more firefighters and support personnel. If you share our interest in serving our community, please consider joining our family. You will generally find someone at the station on Sunday mornings to answer questions or willing to share their experiences.

We are proud to serve you.
Chief Charles Baraly

EMERGENCY MANAGEMENT

The emergency services fire, ambulance, police have been working together to provide the services our community deserves. Recently we had a passenger train that hit a vehicle on the tracks. The emergency services did an outstanding job.

The services train together for the unexpected large scale or small scale incidents that might happen in our area such as a train derailment, active shooter, or even a large fire.

I would like to thank all the support you have given to all our emergency responders that do their best for all of us in the time of need.

Thank you Chief Baraly Charlestown Fire and Emergency Management Director

POLICE DEPARTMENT/DISPATCH

Charlestown Police Department had a busy year 2018. Our dispatch center continued to fulfill dispatch needs for the Charlestown Police Department, Charlestown Fire Department, and the Charlestown Ambulance Department along with serving the needs of the Town of Acworth. Dispatch received and dispatched a total of 8,555 calls for service throughout the year.

The Police Officers conducted 178 criminal investigations, had 164 arrests, conducted 1,409 motor vehicle stops, investigated 82 motor vehicle crashes, and applied for and was granted 23 search warrants for various crimes. Out of all of these arrests and investigations we had 22 domestic violence related arrests, 29 assault cases, 33 theft cases, 18 vandalism cases, 15 drug cases, 1 bank robbery, 5 burglaries, 1 dangerous weapons/gun related charge, and 18 driving while intoxicated arrests.

The department is now staffed with six full time police officers, four full time dispatchers, six part time dispatchers, and seven part time police officers. The department is staffed 24 hours a day, seven days a week with one dispatcher and at least one police officer, with efforts made to staff two police officers during the busier times of day.

Respectfully,
Chief Patrick Connors

TREE COMMITTEE

The Tree Committee had another productive year. We mulched the western side of Main Street and the gardens, across from the Fire House, in front of the Ice Cream Machine and Swan Common. We received three replacement elms from the Elm Research Institute. One was planted on the west side of Main Street and two in North Charlestown across from the school.

After the Bulletin Board had been moved, we purchased a bench which in the spring will be placed on the cement pad the Highway crew installed on the north side of the Town Offices beside the bulletin board. We also have prepared a planting plan for the front of the town offices.

The Tree Committee did research and found a place to purchase a post and chain fence for the gardens on Main Street in front of the Ice Cream Machine. We are currently fund raising for the project.

Our arborist inoculated more of the new elms on Main Street. Members of the Tree Committee pruned trees along Main Street and weeded the gardens. Our Arborist also trimmed the oak tree and the arborvitaes in front of the Bakery Building.

Again, the Tree Committee would like to thank the Highway Department and the Selectboard for their support.

Respectfully submitted
Jim Fowler
Judy Murray

Pat Royce
Aare Ilves

SILSBY FREE PUBLIC LIBRARY – TREASURER’S REPORT 2018

Unrestricted Checking Account

Balance Forward 12/31/17	\$188.44
Income	
Town of Charlestown for Conservation Books	\$140.58
State of NH, Program Grant	\$325.00
Total Income	\$465.58
Expenses	
State of NH – Reading Kickoff Arts Program	\$325.00
Employee Holiday Appreciation	\$250.00
Total Expenses	\$575.00
Balance on hand 12/31/18	\$79.02

Copier Account – copier supplies and maintenance

Balance Forward 12/31/17	\$549.53
Deposits – Copier Income	\$579.13
Expenses – Service/Supplies for Printer/Copier	\$808.00
Balance on hand 12/31/18	\$320.66

Acquisitions Account

Balance Forward 12/31/17	\$8750.06
Income	
Income from Trust Funds	\$5546.17
Vanguard Dividends	\$196.27
Lost/Damaged/Book Donations	\$378.87
Annual Town-wide Book Sale	\$717.05

SILSBY FREE PUBLIC LIBRARY – TREASURER’S REPORT 2018

Britta-Blish Memorial Fund Earned Income	\$318.86
Eloise Kinson Memorial Fund Earned Income	\$242.65
Centennial Fund Earned Income	\$137.72
Non-Resident Fees	\$75.00
Total Income	\$7612.59

Expenses	
Purchase of Books/Videos/Periodicals	\$7850.37
Total Expenses	\$7850.37
Balance on hand 12/31/18	\$8512.28

Investment Accounts – Balance as of 12/31/18

Vanguard Wellesley, Wesley & Rosie Hunt Trust	\$6,377.16
Edward Jones Investments, Britta-Blish Memorial Fund	\$3,000.00
Edward Jones Investments, Eloise Kinson Memorial Fund	\$2,282.90
Edward Jones Investments, Centennial Fund	\$1,300.00
Total Investment Accounts	\$12,960.06

Maureen Spilsbury, Treasurer

SILSBY FREE PUBLIC LIBRARY TRUSTEES

The library trustees met ten times in regular session during 2018. Regular meetings were held on the second Wednesday of the month, except for July and December. Meetings are open to the public.

The library offers resources and programs for the community. Resources include: books, magazines, internet access, WI-FI, copier, reference materials, DVD's, puzzles, and games. Silsby Library also offers the e-reader program, Overdrive, for our patrons to download e-books to their handheld devices. The library also is on Facebook at Silsby Free Public Library. "Like" the page to follow what's happening in the library, in addition, the library has its own web page at <http://www.silsbyfree.org/>

2018 has been a great year for Charlestown Silsby Library. Under Library Director Holly Shaw, the library has grown to be a center for the town. Jen Haynes, the Children's Librarian, has created active children's programs and weekly functions to include afternoon story hours, Frankentoys, Peeps-diorama etc. We took part in the town carnivals by providing a face painter. The museum passes have become a popular attraction. Thanks to Fort @ No. 4, Billings Farm, VINS, Wonderfeet Kid's Museum, Mt. Kearsarge Indian Museum and NH State Parks. Also Fritz Wetherbee filmed five segments of WMUR's Chronicle in the library.

This summer we became a member of First Book, an organization that puts books in the hands of children. As part of that we became members of their Open eBook program. Any child, patron or not, can stop into the library and get the pin and login numbers to access this program.

Four of the Trustees attended New Hampshire Library Trustees Association conference this year, which led to some great ideas on how to use the library.

The trustees look forward to another year with Holly Shaw as our Director. Her knowledge and her skills fit our goals well. With your help we can continue to grow and improve the library. Please, feel free to make comments or suggestions to the librarians, or if more comfortable, leave notes for the trustees. Let us all make the library the best that we can.

LIBRARIAN'S REPORT

Circulation		New Patrons	144
Adult books	3562	Collection	20726
Children's books	4992	Material added	807
Magazines	104	Library visits	9712
Audio books	280	Computer use	2588
DVDs	3178	ILL borrowed	268
Overdrive e-books	769	ILL loaned	364
Overdrive audios	795		

In 2011 a building study was done to assess the restoration needs of the original library brickwork. The estimated cost at that time was more than \$280,000. A capital reserve fund was established, and for the past eight years voters have approved warrant articles placing money into that fund. Work began in 2016 by addressing the library roof and guttering. With water properly shedding off the building, it was time to address the brickwork. This spring the Trustees decided to apply for an L-CHIP grant of \$100,000 to be used for the restoration. At the end of November we received the very good news that our project had been chosen for funding. The L-Chip funds in addition to the capital reserve funds will enable us to begin work on the building in the spring of 2109 ensuring Silsby Library will be standing and serving the Charlestown community for another hundred years. Thank you, Judi Baraly for all your time and hard work putting the grant together.

This year we joined the First Book Marketplace, an organization that provides free and low cost books to libraries. Our first shipment of books arrived in time to be given to children at the Books and Bubble Gum Bingo program we had during summer reading program. It was great to see so many children eager to choose these books as prizes to take home and add to their home libraries. We were also chosen for a Children's Literacy Foundation Summer Reader grant again this year and all children attending their storytelling program left with two brand new books. The electronic age arrived with another program from First Book. OPEN eBOOKS provides free e-books to children through any hand held, wifi enabled device from phone to tablet to e-reader. Any child in Charlestown, whether a library patron or not, can sign up and get the log in and pin to be off and reading.

Programs offered this year were juggler Bryson Lang, singer Jeff Snow, Jeff Rapsis with Buster Keaton movies and author Dan Szczesny talking about Mount Washington. We also had 10 weeks of nature programs from the Grafton Nature Museum. This was funded by a grant to the museum from Great River Hydro and free to us as one of four libraries chosen to participate. We continue with weekly story hours, play times and family fun times as well as the ever popular Summer Reading Program.

Thank you to all who support the library and our programs. Thank you to the Trustees and the staff for their dedication and hard work. We all look forward to 2109 and what it brings.

Holly K. Shaw
Library Director

ROBERTS & GREENE, PLLC

47 Hall Street, Concord, NH 03301
603-856-8005 Fax 603-856-8431

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen
Town of Charlestown
Charlestown, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Charlestown as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Basis for Adverse Opinion on Governmental Activities

As discussed in Note I.B.3. to the financial statements, management has not determined its liability or annual cost for postemployment benefits other than pensions (OPEB) in governmental activities. Accounting principles generally accepted in the United States of America require that management recognize OPEB expense for the required contributions and a liability for unpaid required contributions, which would increase the liabilities, decrease net position, and increase expenses of the government activities. The amount by which this departure would affect the liabilities, net positions, and expenses of the governmental activities has not been determined.

Adverse Opinion

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on

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47 Hall Street, Concord, NH 03301
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Governmental Activities" paragraph, the financial statements referred to previously do not present fairly the financial position of the governmental activities of the Town of Charlestown, as of December 31, 2017, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United State of America.

Other Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Charlestown, as of December 31, 2017, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United State of America require that the pension schedules on pages 31-33 be presented to supplement the basic financial statements. Such information, although not apart of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriated operational and economic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management's responses to our inquires, the basic financial statements, and other knowledge we obtained during audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evident to express an opinion or provide any assurance.

The Town of Charlestown has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary supplement, but is not required to be part of the basic financial statements.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Charlestown's basic financial statements. The combining and individual fund financial schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of American. In out opinion, the combining and individual fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

February 4, 2019
ROBERTS & GREENE
Professional Association

** The full financial audit is available at the Selectboards' Office **

SCHEDULE OF TOWN-OWNED PROPERTY

	Description	Acreeage	Map/Lot	Value
Land	Chase Circle	2.48	103-021	27,200
L/B	77 Cobb Road	0.83	103-015	38,500
L/B	Lovers Lane Well - Bull Run	16.56	105-001	69,200
L/B	58 Michael Ave	3.10	106-056	31,100
L/B	Patch Park	14.00	112-018	70,400
L/B	Ambulance Building - Springfield Road	0.34	113-014	154,000
Land	Pinecrest Cemetery	7.80	114-009	23,300
Land	E/S Old Springfield Road	8.00	116-034	47,500
L/B	Transfer Station	5.10	116-041	41,700
L/B	Claremont Road	12.90	116-042	111,400
L/B	Police Station	3.80	117-056	453,800
L/B	Fire Station	0.47	117-057	347,000
Land	South of Transfer Station	29.20	117-076	75,800
L/B	Highway Garage	0.79	118-009	179,400
L/B	Library/Municipal Building	0.72	118-079	548,500
L/B	Bakery Building	0.12	118-080	238,200
L/B	Town Hall & Water Department	0.25	118-111	484,400
L/B	Forest Hill Cemetery	8.90	118-137	45,300
Land	Briggs Hill Road	0.51	118-148	29,500
Land	East St. Tennis Court	0.44	118-198	38,700
L/B	233 Main Street	2.40	118-213	192,100
L/B	East St. Swimming Pool	13.35	119-020	258,400
Land	Main Street	0.11	119-031	2,400
L/B	Hope Hill Cemetery	10.70	207-027	48,400
Land	Great Country Road	0.67	207-039	2,300
Land	Hubbard Hill Cemetery	0.46	208-001	2,000
Land	Morningside Lane	3.10	209-008	15,200
Land	Morse Hill Road	0.91	209-013	22,600
L/B	North Charlestown Well	0.22	210-012	74,300
Land	Unity Stage Road	0.96	210-049	13,000
Land	Egypt Road	0.07	210-057	1,700
Land	Wheeler Rand Road	2.40	210-063	26,000
Land	Claremont Road	0.37	213-001	21,800
Building	82 Salt Shed Road	0.00	213-019-001	1,100
L/B	Wheeler Rand Road	1.40	213-026	26,300
Land	Unity Stage Road	11.00	214-007	34,200
Land	Borough Road	20.9	220-001	24,500
Land	Borough Road	1.50	223-003	21,500
Land	Hall's Pond Road	19.00	223-007	56,500
L/B	Borough Road	0.12	223-011	17,000
Land	Off North Hemlock Road	2.00	228-005	21,600
Land	North Hemlock Road Well	5.60	228-006	3,701,100
Land	North Hemlock Road Reservoir	29.00	229-020	76,500
Land	North Hemlock Road Reservoir	165.00	229-021	266,500

SCHEDULE OF TOWN-OWNED PROPERTY

Land	Off Hall's Pond Road	46.00	230-007	26,400
Land	Hall's Pond Road	121.00	230-008	63,900
Building	5 Breakneck Hill Road	0.00	233-051-001	1,200
L/B	Springfield Road Pump Station	0.38	234-003	72,900
L/B	Wastewater Treatment Facility	20.00	235-019	2,191,700
Land	Birch Drive	0.11	236-002	7,300
L/B	592 Sam Putnam Road	2.5	238-019	56,600
Land	Off South Hemlock Road	53.00	242-002	98,500
L/B	150 Wetherby Road	3.40	255-007	102,800
TOTAL		<u>653.94</u>		<u>10,603,200</u>



From Left to Right: Selectboard Member Albert St. Pierre, Retired Recording Secretary Regina Borden, and Selectboard Chair Thomas Cobb

DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2018 - 12/31/2018

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
SCHULTZ, ELEANOR	01/06/2018	CLAREMONT	WILLIS, CHARLES	MCNICHOLAS, HONORE	N
DEXTER JR, PORTER	01/09/2018	LEBANON	DEXTER, PORTER	RICE, ANNETTE	Y
HENDEE, RICHARD	01/12/2018	CHARLESTOWN	HENDEE, CARLETON	PREVILLE, SYLVIA	Y
STETSON JR, GERALD	01/20/2018	CHARLESTOWN	STETSON SR, GERALD	PAGE, MADELINE	N
BOARDMAN, DONNA	01/29/2018	CHARLESTOWN	DEARBORN, HAROLD	CYR, JOAN	N
PUTNAM, TED	01/30/2018	LEBANON	PUTNAM, ELLSWORTH	PIERCE, ETHEL	N
PISCOPO, LAWRENCE	01/30/2018	KEENE	PISCOPO, FRANK	IANNONE, DORIS	Y
KINNEY, STANLEY	01/30/2018	KEENE	KINNEY, MERRILL	BASHAW, IDA	N
KNIGHT SR, CLIFFORD	02/08/2018	NEWPORT	KNIGHT, RHODES	HALL, IRENE	Y
HODGDON, BASIL	02/13/2018	CHARLESTOWN	HODGDON, ERNEST	DAUDELIN, DOROTHY	Y
AMES, WANDA	02/18/2018	CHARLESTOWN	RUTLEDGE, CHARLES	UNKNOWN, EMMA	N
DASSUK, ROSEANNE	02/27/2018	CHARLESTOWN	RAYMOND, HECTOR	HOWARD, EVELYN	N
KING SR, FRANCIS	03/31/2018	LEBANON	KING, EDWARD	BIXBY, VINNIE	N
PHILBROOK, JOAN	04/03/2018	CHARLESTOWN	PHILBROOK, ROBERT	ROBITAILLE, SANDRA	Y
PATNODE, BONNIE	04/13/2018	CHARLESTOWN	FORREST, ROBERT	SHORTSLEEVEES, MARIAN	N
GASIOROWSKI, JOHN	05/16/2018	LEBANON	GASIOROWSKI SR, JOHN	BEAUPRE, CAROLYN	Y
SMALL, DONNA	06/02/2018	CHARLESTOWN	PATCH SR, STANLEY	MONTY, MARIE	N
MCCORMICK-PUTNAM, KAREN	06/25/2018	CHARLESTOWN	MCCORMICK, ROBERT	PORTER, JEANNE	N



DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2018 - 12/31/2018

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
MACARTHUR, ANNE	06/29/2018	CHARLESTOWN	FIDES, AVERY	STILPHEN, VESTA	N
PELLERIN SR, RONALD	06/30/2018	CHARLESTOWN	PELLERIN, FORREST	DWYER, MARJORIE	N
BUSHWAY, WILLIAM	07/15/2018	LEBANON	BUSHWAY, CHARLES	STANFORD, CLARA	Y
COLBY, RICHARD	07/30/2018	CHARLESTOWN	COLBY, EARL	FLUETTE, EVELYN	N
ST PIERRE, REBECCA	08/14/2018	CHARLESTOWN	GOBIN, CLAYTON	LEMIRE, SIMONE	N
BEAUDRY, ROGER	08/22/2018	LEBANON	BEAUDRY, HERVE'	ABBAY, ARLENE	N
ROBINSON, ALICE	09/09/2018	KEENE	BURBANK, PERRL	RYAN, MARY	N
HAROLD, MARIE	09/10/2018	CHARLESTOWN	MURRAY, LIVAIN	ROBERGE, DORIS	N
RICHARDSON, ANNALISE	09/19/2018	LEBANON	RICHARDSON, ADAM	BOUDLE, APRIL	N
LEONARD, FRANK	09/19/2018	CHARLESTOWN	LEONARD, WARREN	BROWN, ELLA	Y
DECKER, JOHN	09/30/2018	CHARLESTOWN	DECKER, ALBERT	LOCKWOOD, OLIVE	Y
BEAUDOIN, JOHN	10/06/2018	CHARLESTOWN	BEAUDOIN, GREGORY	JOHNSON, INEZ	N
SCHMIDT, CATHERINE	10/09/2018	CLAREMONT	TALLMAN, LUCIUS	GERBER, GRACE	N
TEMPLE SR, TIMOTHY	10/12/2018	CHARLESTOWN	TEMPLE, CURTIS	LABRIE, DOROTHY	N
ALTO, HAROLD	10/13/2018	CLAREMONT	ALTO, FRED	SANTAPAACA, VENA	Y
TROMBLEY SR, JAMES	10/16/2018	LEBANON	TROMBLEY, RAYMOND	CHALOUX, GERMAINE	Y
TAYLOR, DIANA	10/24/2018	CHARLESTOWN	UNKNOWN, UNKNOWN	UNKNOWN, UNKNOWN	N
CARTER, HAZEL	10/28/2018	CHARLESTOWN	MORROW, DOUGLAS	HILL, TRULA	N

DEPARTMENT OF STATE
 DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2018 - 12/31/2018

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
AMES, RALPH	11/05/2018	CLAREMONT	AMES, KENNETH	SERUNIAN, ELEANOR	Y
MCNUTT, CHRISTOPHER	11/15/2018	CLAREMONT	MCNUTT, LARRY	MOORE, SHIRLEY	N
DAVIDSON, JOHN	11/22/2018	LEBANON	DAVIDSON, GEORGE	TROY, HELEN	Y
CAMPBELL, EARL	12/18/2018	LEBANON	CAMPBELL, CHESTER	RICHARDSON, NELLIE	Y
RYAN, TIMOTHY	12/23/2018	CHARLESTOWN	RYAN, JAMES	GILL, CLAIRE	Y
LILLIE, RICHARD	12/24/2018	CHARLESTOWN	LILLIE, RICHARD	HUTCHINSON, ROWENA	Y
BOREHAM, COLIN	12/27/2018	CHARLESTOWN	BOREHAM, RONALD	THOMPSON, MARGARET	N

Total number of records 43

DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2018-12/31/2018

--CHARLESTOWN--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
BRIERE, JAELYN EMILIA	01/29/2018	LEBANON,NH		BRIERE, KASSIDY
CHASE, OAKLYNN ISABELLE	01/30/2018	LEBANON,NH	CHASE, RYAN	LAWLOR, MEGHAN
WILLETS, HAROLD MARTIN	02/02/2018	LEBANON,NH	WILLETS, BRUCE	MURPHY, PAIGE
SCOTT, KARSYN RANDRICK LUDWIG	02/05/2018	LEBANON,NH	SCOTT, JASON	SZOC, DARRAH
MARTINS, JANET LYNN	03/21/2018	LEBANON,NH	MARTINS, GIOVANNE	MARTINS, REBECCA
THIBODEAU, BLAKE REED	03/23/2018	LEBANON,NH	THIBODEAU, DUSTIN	THIBODEAU, RACHEL
SHEA, KILLIAN JOHN	04/14/2018	LEBANON,NH	SHEA JR, ROBERT	ROBINSON-NEILL, CHRISTY
HOWE, KAMDEN JAMES	06/06/2018	LEBANON,NH	HOWE, BRANDON	MILLER, SAMANTHA
JACKMAN, OAKLEIGH GRACE	06/16/2018	LEBANON,NH	JACKMAN, PATRICK	JACKMAN, HAILEY
SHELDON, MARLOWE ROSE	06/16/2018	LEBANON,NH	SHELDON, MATTHEW	SHELDON, NICOLE
BOOBAR, AURORA DORIS	06/29/2018	LEBANON,NH	BOOBAR III, REGINALD	SANDERS, AMBER
DYER, CHRISTIAN JERRY	07/29/2018	LEBANON,NH	DYER, MICHAEL	DYER, LINDSAY
SIMONDS, MILES REDDINGTON	08/08/2018	LEBANON,NH	SIMONDS, BRIAN	PATTERSON, SAMANTHA
THURSTON, MERCEDES LYNN-MAY	09/06/2018	CLAREMONT, NH	THURSTON JR, BRUCE	LAVIGNE, JESSICA
WALTER, SAPPHIRE LEILA-DIOR	09/10/2018	LEBANON,NH	WALTER, JAMAL	KNIGHT, SAMANTHA
MACLEAN, THOMAS JOHN	09/30/2018	LEBANON,NH	MACLEAN, NATHANAEL	MACLEAN, ROSEMARY
DUMAYNE, GRACE SAWYER	10/08/2018	LEBANON,NH	DUMAYNE, JESSE	TAKES, ALICIA
HALBERT, LILLIANA ROSE	10/08/2018	LEBANON,NH	HALBERT, CHRISTOPHER	HALBERT, MARIBEL
GRENIER, BRISTOL LYN	10/20/2018	KEENE, NH	GRENIER JR, JOHN	GRENIER, COURTNEY
FISCHER, TIMOTHY DUNCAN	10/20/2018	LEBANON,NH	FISCHER, JEREMY	HEBERT, ANALISA
LEEPER, OLIVIA ELLEN-ANA	11/21/2018	LEBANON,NH	LEEPER, VERNE	PIERCE, JESSICA
LEEPER, MYRAH LYNN	11/21/2018	LEBANON,NH	LEEPER, VERNE	PIERCE, JESSICA
BLAKE, ARIA ADELINA MARIE	12/19/2018	LEBANON,NH	BLAKE JR, RICKY	SPRINGER-BLAKE, MICHELLE
GEORGIADIS, ALEXANDROS CHRISTOS	12/25/2018	LEBANON,NH	GEORGIADIS, CHRISTOPHER	GEORGIADIS, KIMBERLY

Total number of records 24

DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2018 - 12/31/2018

- CHARLESTOWN -

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
MACLEAN, NATHANAE L P CHARLESTOWN, NH	LANGAN, ROSEMARY A CHARLESTOWN, NH	CONCORD	CONCORD	01/12/2018
JUDKINS, STEPHANIE CHARLESTOWN, NH	LAKIN, JAMES GROTON, VT	CHARLESTOWN	CHARLESTOWN	01/20/2018
CHICOINE, KYLE A CHARLESTOWN, NH	BLANTON, ASHLEY N CHARLESTOWN, NH	CHARLESTOWN	WASHINGTON	07/07/2018
AMBROSE, JESSICA L SPRINGFIELD, VT	YORK, JEREMY J CHARLESTOWN, NH	CHARLESTOWN	LEBANON	09/29/2018
CHASE, RYAN P CHARLESTOWN, NH	LAWLOR, MEGHAN J CHARLESTOWN, NH	CHARLESTOWN	WALPOLE	10/13/2018
GARNEAU, DEREK R CHARLESTOWN, NH	STOCKTON, HEIDI L CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	10/26/2018
HAMILTON, MICHAEL A CHARLESTOWN, NH	MANN, ALEXANDRIA R CHARLESTOWN, NH	CHARLESTOWN	HENNIKER	10/27/2018
WALCH, ANNETTE L CHARLESTOWN, NH	BASHAW, DANIEL R CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	11/24/2018
LYLES, TODD M CHARLESTOWN, NH	CLINE, ROBIN A CHARLESTOWN, NH	CHARLESTOWN	KEENE	12/31/2018

Total number of records 9

HCS – HOME HEALTHCARE, HOSPICE & COMMUNITY SERVICES

Report to the Town of

CHARLESTOWN

2018

Annual Report

In 2018, Home Healthcare, Hospice and Community Services (HCS) continued to provide home care and community services to the residents of Charlestown. The following information represents HCS's activities in Charlestown during the past twelve months.

Service Report

Services Offered	Services Provided
Nursing.....	1,271 Visits
Physical Therapy.....	691 Visits
Occupational Therapy.....	325 Visits
Medical Social Work	53 Visits
Home Health Aide	842 Visits
Chronic Care	370 Hours
Health Promotion Clinics	13 Clinics
Foot Care Visits	35 Visits

Hospice services and Healthy Starts for prenatal and well child care are also available to residents. Town funding partially supports these services.

Financial Report

The actual cost of all services provided in 2018 with all funding sources is \$509,565.00.

These services have been supported to the greatest extent possible by Medicare, Medicaid, other insurances, grants and patient fees. Services that were not covered by other funding have been supported by your town.

For 2019, we request an appropriation of \$24,500.00 to continue to be available for home care services in Charlestown.

For information about services, residents may call (603) 826-3322, or visit www.HCSservices.org.

Thank you for your continuing support of home care services.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

ANNUAL REPORT TO MEMBER COMMUNITIES 2018

Serving 27 communities in Grafton, Sullivan and Merrimack Counties since 1963, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards, along with inter-municipal planning, liaison between local and state/federal agencies, and assistance on development, public health, and environmental issues.

In February UVLSRPC said goodbye to Amber Boland, our GIS Coordinator/Planner and in April we welcomed Olivia Uyizeye. Olivia has a background with GIS, has assisted with our regional housing needs assessment, staffed the local subcommittees of the Connecticut River Joint Commission as well as several field work commitments.

Highlights of our work and accomplishments in 2018 include:

- Responded to more than 150 requests from our towns and cities for technical assistance.
- Provided Household Hazardous Waste Collections that served approximately 1,000 households.
- Worked with Sullivan County on developing an Economic Development Profile
- Established a regional Brownfields identification, assessment, and remediation planning program.
- Trained local staff about environmentally responsible transfer station practices..
- Assisted school districts with green cleaning practices
- Worked on and help develop the 2021-2030 Ten-Year Transportation Improvement Plan.
- Helped to identify transit and paratransit issues in Sullivan County, to restore needed mobility services, and to coordinate planning for improved public and human services transportation.
- Conducted more than 110 traffic counts across the region.
- Helped Claremont with digitizing their stormwater system and created a distinct GIS layer.
- Assisted Lebanon, Hanover, and Advance Transit with public transit signal prioritization analysis.
- Assisted Enfield Shaker Village and Lake Sunapee Scenic Byway committees.
- Provided Circuit Rider planning staff assistance to Newport, Springfield, Claremont, Wilmot, and New London.
- Assisted on the Wilmot Master Plan with the completion of the Community Survey.
- Assisted on the Unity Master Plan
- Helped Planning Boards to evaluate Projects of Regional Impact.
- Provided administrative and staffing assistance to the Connecticut River Joint Commissions.
- Provided GIS Technical Assistance to Claremont DPW and Claremont Planning and Development Departments.
- Conducted full assessment of all locally owned culverts for the Town of Lyme.
- Increased GIS capacity and developed an Open Data Portal for Regional GIS data.
- Completed Hazard Mitigation Plans for Acworth, New London and Springfield.
- Re-established the Regional Planners Brown Bag Lunch to share and coordinate amongst our region's planning professionals.
- Performed a build-out analysis on zoning regulations for the Town of Lyme.
- Assisted the Town of Sunapee with a Route 11 Corridor study.
- Assisted Sullivan County Transit develop a county wide public transit plan.
- Coordinated with Two Rivers Ottauquechee Regional Commission and Southern Windsor County Regional Planning Commission on a true Upper Valley regional housing needs assessment.

Our goals for 2019 include developing a comprehensive regional housing needs assessment, facilitate workforce development training, help our region become age-friendly, develop corridor focused transportation plans and establish a non-profit to support regional planning efforts.

Please contact us at (603) 448-1680 or sschneider@uvlsrc.org, to share your thoughts and suggestions. It is a pleasure to serve the municipalities of this region. Thank you for your support over the decades.

Steven Schneider

WATER AND WASTEWATER

Charlestown Water:

We have three wells in Charlestown Clay Brook Well and Bull Run Well #1 and # 2
Clay Brook Well Produced 34,786,000 Gallons of water in 2018
Bull Run Well #1 Produced 8,126,254 Gallons of water in 2018
Bull Run Well #2 Produced 53,663,316 Gallons of water in 2018
Total pumped for 2018 in Charlestown 96,576,082 Gallons of water.
Clay Brook can produce 370 gallons per minute or 530,000 total gallons per day
Bull Run Well #1 can produce 200 gallons per minute or 288,000 total gallons per day.
Bull Run Well # 2 can produce 500 gallons per minute or 720,000 total gallons per day.
The Town of Charlestown has a total capability of 1,250,000 Gallons per day.
With these sources we have water for the next 50 to 100 years with excellent growth potential for the Town.

We had a very busy year with two new Water connections, Two frozen meters replaced for customers, Responding to seven water service leaks, and two main water line leaks, Turned on or off thirty seven customers for various reasons, Responded to ninety customer request, repaired six curb stops, repaired or replaced 114 meters.

Maintained Four pumping stations, flushed hydrants twice spring and fall, read meters each quarter.

Passed all water testing and analysis

Passed all State and Federal Guidelines and Inspections

Maintained and reported the back flow prevention program.

Maintained and reported the wellhead protection program.

Maintained all seven State and Federal Permits

Charlestown Wastewater:

Operated and maintained wastewater treatment facility

Operated and maintained two sewer pump stations

Collected 74,596,000 Gallons of sewerage, cleaned and treated then returned to nature.

Discharged 43,177,000 Gallons of clean treated water to the Connecticut River

Passed all State and Federal Permit requirements for 2018

Maintained all eight State and Federal Permits

Achieved a pollution removal yearly average of 97.8%

Passed toxicity and chemical testing

Sixteen new service hookups. With the Crown Point Park

Responded to Eight sewer complaints, assisted with two sewer service line repairs, repaired one sewer main line along the Springfield Road, jetted and cleaned 10 % of the collection system

Maintained industrial discharge permits and reporting program

Filed all federal required reports and documentation

Passed all State and Federal inspections

WATER AND WASTEWATER

North Charlestown Water:

We have two wells in North Charlestown we operated both as needed to keep up with demand.

Well # 1 Water Produced in 2018 = 7,799,500 Gallons

Well # 2 Water Produced in 2018 = 7,550,300 Gallons

Total produced in North Charlestown = 15,349,800 Gallons

Maintained one pumping station, flushed hydrants twice spring and fall, read meters each quarter.

Passed all water testing and analysis

Passed all State and Federal Guidelines and Inspections

Arsenic removal system is working nicely with a 0.008 mg/l average.

This is just a small snapshot of what is accomplished on a yearly basis in the water and wastewater departments for more complete description look at our Consumer Confidence report and or call 826-5387.

Respectfully Submitted

David Duquette

WASTEWATER DEPARTMENT

Balance on hand January 1, 2018 - Money Market \$ 102,373.15

Deposits:

Rents	\$ 470,660.51
Rents - Paid in Advance/Overpaid	370.75
Interest on Delinquent Accounts	950.64
Dumping Fees – Current	1,832.00
Hookup Fees - Current	1,500.00
Interest on Investments - less fees	415.90
	\$ 475,729.80

Disbursements:

Clerical	\$ 2,883.35
Treasurer	1,250.00
Sewer Commissioners	9,999.96
Sewer Collector	7,020.00
Salaries Full Time	53,794.80
Overtime	4,450.88
Health/Disability Insurance	15,863.22
FICA/Medicare	5,832.23
NH Retirement	7,373.92
Dental Insurance	66.85
Unemployment/Workers' Comp	2,337.14
Audit	2,000.00
Mowing	3,740.00
Telephone	2,537.32
Lab Fees	4,636.00
Lab Equipment & Supplies	1,275.97
Electricity	34,432.88
Heating Oil	6,652.00
Building Maintenance	1,831.64
Dispatching Services	413.00
Software Support	323.58
Property, Vehicle Insurance	5,273.66
Educational Programs	177.50
Line Installation & Repair	5,194.80
Office Supplies	995.05
Postage	1,000.00
Lagoon Maintenance	4,797.48
Uniforms	893.33
General Expenses	440.10
Weed Kill	1,650.00
Safety Equipment	243.80
Debt Principal/Interest	57,265.35
Contracted Services	1,970.25

WASTEWATER DEPARTMENT

Tests	1,592.00	
Chemicals	3,393.61	
Dam Registration	750.00	
Total 2018 Expenses	\$ 254,351.67	
2017 Expenses paid in 2018	2,882.01	
	\$ 257,233.68	
Reimbursed to General Fund	\$ 50,000.00	
Money Market - Dec. 31, 2018		\$ 265,159.91
Rents billed out in 2017 (less abatements)	\$ 464,995.48	

WATER DEPARTMENT

Balance on hand January 1, 2018 – Money Market \$ 110,613.33

Deposits:

Rents	\$ 527,163.75
Rents Paid in Advance/Overpaid	136.76
Interest on Delinquent Accounts	1,947.32
Meters - Current	400.00
Interest on Investments - less fees	358.01
TOTAL	\$ 530,005.84

Disbursements:

Clerical	\$ 2,883.35
Treasurer	1,250.00
Water Commissioners	9,999.96
Water Collector	7,020.00
Admin. Health/Disability Ins	805.68
Admin. FICA/Medicare	1,596.56
Admin. Retirement	889.95
Software Support	485.38
Educational Programs	156.00
Office Supplies, Equip, Comp	1,547.44
Postage	1,500.00
Water Tests	1,280.80
Water Laboratory Supplies	1,081.41
Water Laboratory Equipment	98.15
Dispatching Services	413.00
Salaries Full Time	81,589.75
Salaries Part Time	307.50
Overtime	5,681.25
Health/Disability Insurance	22,969.53
FICA/Medicare	6,370.99
NH Retirement	9,851.89
Unemployment/Workers' Comp	5,286.06
Dental Insurance	167.06
Audit	2,000.00
Mowing	3,570.00
Telephone	6,599.99
Contracted Services	1,790.25
Heating Oil/Propane	1,925.25
Electricity	38,825.59
Building Maintenance	1,739.49
Property, Vehicle Insurance	6,027.04

WATER DEPARTMENT

Dues/Fees/Courses	276.50	
Equipment	377.33	
Construction Equipment	305.98	
Gasoline	5,646.35	
Vehicle Maintenance and Repair	2,511.92	
Uniforms	1,323.38	
General Expenses	228.48	
Safety Equipment	308.10	
Arsenic Filtration System	7,274.00	
Meter Installation & Repair	21,610.00	
Meter Equipment	1,453.21	
Line Installation & Repair	4,185.37	
Fire Hydrant Replacement	2,825.97	
Alarm Monitoring	250.00	
Plant Maintenance & Repair	2,137.23	
Chemicals	5,394.85	
Booster Station Maintenance	2,696.93	
Dam Maintenance & Registration	508.25	
Debt Principal/Interest	55,019.65	
Total 2018 Expenses	\$ 340,042.82	
2017 Expenses paid in 2018	3,696.76	
	\$ 343,739.58	
Reimbursed to General Fund	\$ 50,000.00	
Money Market - December 31, 2018		\$ 245,100.87
Rents billed out in 2018 (less abatements)	\$ 488,142.63	



U.S. Department
of Veterans Affairs

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

In Reply Refer to: 405/00

November 29, 2018

Dear Veteran,

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

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

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

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

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

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

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

Sincerely,

Laura Miraldi
Acting Medical Center Director

