

2016 ANNUAL REPORT INDEX

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MUNICIPAL SERVICES DIRECTORY

Town Office	464-3877 ext. 223
Monday – Friday 8:30 a.m. to 5:00 p.m.	
Fax	464-4270
E-Mail: hillsboro@hillsboroughnh.net	
Web Site: www.town.hillsborough.nh.us	
Town Clerk/Tax Collector	464-3877 ext. 224
Monday – Friday 9:00 a.m. to 4:45 p.m.	
Tuesday 9:00 a.m. to 6:45 p.m.	
Last Saturday of every month 10:00 a.m. to 11:45 a.m.	
Selectmen	464-3877 ext. 221
Second & Fourth Tuesday	
Open Session 6:00 p.m. to 6:15 p.m. or By Appointment. Please call the Town Office.	
Planning Board	464-5378 ext.227
First & Third Wednesday at 7:00 p.m.	
Board of Adjustment	464-3877 ext. 227
By Application	
Building Inspector/Code Enforcement	464-3877 ext. 223
Community Planning	464-3877 ext. 227
Monday – Thursday 9:30 a.m. to 3:00 p.m. or by appointment	
Email: robyn@hillsboroughnh.net	
Conservation Commission	464-3877 ext. 221
First & Third Thursday at 7:00 p.m.	
Health Officer	464-3877 ext. 230
By Appointment	
Welfare Officer	464-3877 ext. 226
By Appointment	
Highway Department	464-3877 ext. 253
Parks & Recreation	
Third Tuesday at 7:00 p.m.	464-3877 ext. 230
Transfer Station	464-3877 ext. 254
Tuesday, Friday & Saturday 8:30 a.m. to 4:30 p.m.	
Thursday 12:00 p.m. to 8:00 p.m.	
Youth Services Office	464-3877 ext. 230
Supervisors of the Checklist	464-3877 ext. 221
Water and Sewer Commissioners	464-3877 ext. 229
Office Hours: Monday – Friday 8:30 a.m. to 3:00 p.m.	
Water meets the 2 nd Thursday of each month at 6:00 p.m.	
Sewer meets the 4 th Tuesday of each month at 6:00 p.m.	
Wastewater Treatment Plant	464-3877 ext. 255
Library	464-3595
Monday & Friday 12:00 p.m. to 5:00 p.m.	
Tuesday & Thursday 9:00 a.m. to 8:00 p.m.	
Saturday 9:00 a.m. to 1:00 p.m.	
Emergency Telephone Number	911
Police	464-5512
Fire Department	464-3477

TOWN OFFICERS

Moderator

Russell S. Galpin - 2018

Selectmen and Assessors

Alan B. Urquhart, Chairman - 2017

James C. Bailey, III - 2018

David N. Fullerton - 2019

Town Administrator

Laura G. Buono

Town Clerk/Tax Collector

Deborah J. McDonald - 2017

Deputy Town Clerk/Tax Collector

Denise DeForest

Town Treasurer

Robert R. Charron - 2017

Deputy Treasurer

Gail Crimmins - 2017

Chief of Police

David Roarick

Fire Chief

Kenneth R. Stafford Jr.

Fire Warden

Kenneth R. Stafford Jr.

Community Planning Director

Robyn L. Payson

Youth Services Director

Peter Brigham

Library Director

Robin Sweetser

Highway Foreman

William Goss

Solid Waste Facility Manager

Luke Levesque

Building Inspector/Zoning Officer

Michael Borden

Health Officer

Dana Brien

Welfare Officer/Senior Services

Dana Brien

Emergency Management

Scott Murdough

Supervisors of the Checklist

Mary Lou Kulbacki, Chairman - 2020

Joyce Bosse - 2022

Arlene Johns - 2018

Trustees of the Fuller Public Library

Philip Daley, Chairman - 2018

Patricia S. Mathison - 2017

Robert Woolner - 2018

Melinda S. Gehris - 2019

Benjamin James Ainslie - 2019

Helen Cole - Alternate

Norma Hubbard - Alternate

Trustee of Trust Funds

Hudson Lemkau - 2017

Douglas S. Hatfield - 2018

Arthur Kaufman - 2019

Planning Board

Herman C. Wiegelman, Chairman - 2017

Terry Cutter - 2017

Gary Sparks - 2019

Denise Dargie DeForest - 2019

Donald Solomon - 2018

John Penny - 2018

James C. Bailey, III - Selectman Ex-Officio

Michael Reopel - Alternate - 2018

Larry Baker - Alternate - 2019

Conservation Commission

Terry Yeaton, Acting Chairman - 2019

Linda White - 2017

Richard Head - 2017

Vacancy - 2018

Vacancy - 2018

Ann Ford - Alternate - 2017

John Segedy - Alternate - 2017

TOWN OFFICERS continued

Water/Sewer Commissioners

Peter Mellen, Chairman - 2017
Christopher Sieg - 2019
Herman Wiegelman - 2018

Zoning Board of Adjustment

Roger Racette, Chairman - 2017
David Rogers - 2017
Nancy Torres - 2019
Dana Brien - 2019
Russell Galpin - 2018
Clarence (Larry) Baker - Alternate - 2017

Historic District Commission

Gilman Shattuck - 2018
James Larkin III - 2017
Jan Michael - 2019
Vacancy - Planning Board Ex-Officio
Vacancy - Selectman Ex-Officio

Cemetery Trustees

Iris Campbell, Chairman - 2019
Raymond Barker - 2017
Wendy Brien-Baker - 2018

Senior Advisory Committee

Russell S. Galpin, Chairman - 2016
Joyce Peace - 2017
Margaret B. Curtis - 2017
Arlene V. Johns - 2018
Dana Brien - Senior Affairs Officer

Economic Development Commission

Jane Williams, Chairman - 2019
Jack Wells, Vice-Chairman - 2018
Douglas Hatfield - 2018
Russell S. Galpin - 2017
Herman Wiegelman, Planning Board/Water &
Sewer Commission/Hillsborough Pride Ex-
Officio
Laura Buono - Town Administrator
Robyn Payson - Community Planning Director
Laurel Boivin - Chamber of Commerce
Suzanne White - Alternate - 2019

PUBLIC NOTICE TO HILLSBOROUGH RESIDENTS AND PROPERTY OWNERS

[RSA 674:39-aa.VI]

Pursuant to Chapter 327 (SB 411) of the 2016 Legislative session, and RSA 674:39-aa, notice is hereby given to all Hillsborough residents and property owners that any involuntarily merged lots may be restored to premerger status upon the owner's request to the Board of Selectmen. Notice was posted at the Hillsborough Town Offices on October 24, 2011 and shall remain posted through December 31, 2021. Notice shall also be published in the Town's 2016 through 2020 annual reports.

Town of Hillsborough



Boards & Departments

SELECTMEN'S REPORT



We have had a challenging year of protecting the public purse and ensuring an adequate delivery of services to our residents.

There are two main concerns facing the future Selectmen: the first is the aging population and the second is that our young people are moving out of Hillsborough. Our population is in decline which means revenues will be declining unless we can maintain our businesses and increase business development. With a declining population one would believe our services for personnel and equipment would decrease. It does not and the opposite will occur, services will increase. Compounded with our aging population we have an aging workforce. Within five years most of our department heads will be eligible to retire along with many of their staff.

The demographic challenges of our senior population will outgrow our middle aged and millennial generation. A report prepared by the New Hampshire Center for Public Policy indicates: "NH is in the throes of a silver Tsunami.... For policy makers the time is to act now."

To avoid the shift in demographics we need to encourage business development and encourage individual startup businesses. It is vital for our school system and our policy makers to adjust to the demands of the twenty-first century through business development and to spending revenues wisely. The Selectmen have no control over the school budget but it must be controlled and much more transparent toward the tax payers. As stated, even though the school population is declining we will still see increases in their portion of the tax rate.

Even with increased development, this does not mean we will have a viable work force to meet the business needs. Again this is a time that demands bold initiatives and tough decision making for our selectmen and the March Town Meeting Legislature.

The good news: The Selectmen, Town Administrator and Department Heads have increased our Capital Reserve Funds (CRF) and at same time lowered the town portion of the tax rate. From 2012 to 2016 we have had a 4.2% decrease in town spending while maintaining and improving our vital services. Hillsborough is one of the fewer towns that have been able to work within a flat budget. This takes a tenacious and diligent workforce that is willing to go the extra mile which we are fortunate to have.

There were several positive projects completed during the year:

The Smith Building (Library) now has an elevator to reach the second and third floors. This will allow for town meetings and extra room for town employees. We have been able to protect our Civil War memorabilia that was located unprotected on the third floor and now placed under the control of our local historic society. Maintaining our local history is vital and we have approved and supported Tax Easements for Hillsborough's historic barns, husbandry and agriculture. There have been numerous upgrades to our parks with new cameras at

Grimes Field and many on-going improvements to Manahan Park. The Town's Hazardous Mitigation Plan was completed and approved making the town eligible for FEMA funding for disasters.

Our new collection fee system for ambulance services has netted the town over \$200,000. Those residents deemed financially incapable of paying will not be sent to a collection agency.

The Economic Development Commission (EDC), is one of our most vital and dynamic assets consisting of volunteers from various local businesses. The EDC has developed a solid relationship with the Central Regional Planning Commission. A brief overview of the work completed and in process:

- The Brownfields clean up.

- Downtown parking study led the way to the development and location of additional parking, new parking signs and parking permits to ensure maximum parking capacity for our residents and out of town visitors.

- Development of the Hillsborough EDC web site to entice new business development and a portal to connect to the Hillsborough web site.

- The EDC is in the process with the University of New Hampshire of establishing a business development and retention program to maintain our current businesses while developing new ones.

We have two major priorities for 2017. The first is the sidewalk issue. Since 2010 Selectmen have grappled with trying to gain financial assistance for refurbishing and expanding sidewalks from the central business district (CBD) to Shaw's Market. The second priority for 2017 is the issue with what to do with the building Two Bridge Street which is eligible to be tax dedeed to the town, also known as the former Post Office or today known as the former Hillsborough Trading Building.

In conclusion: "An unlimited power to tax involves, necessarily, a power to destroy, because there is a limit beyond which no institution and no property can bear taxation."

McCulloch v. Maryland (1819)

Respectfully Submitted,

Hillsborough Board of Selectmen

Alan B. Urquhart, Chairman

James C. Bailey, III

David Fullerton

TOWN ADMINISTRATOR'S REPORT

Each year when I sit down to write my report for you I struggle with where to begin. This year, I've decided to give an update on a few things that you may have heard about over the last couple of years and ones you may be wondering the status of.

In November, I celebrated my four year anniversary in Hillsborough. Many positive changes have come about within that time but one of the most exciting changes has been to the financial strength of the town. In 2012 Hillsborough had an undesignated fund balance (monies not designated for a particular expenditure but important for cash flow) of \$1,310,173 and the town portion of the tax rate was \$10.51. In 2016 we have a much stronger undesignated fund balance of \$2,324,396 and a much lower portion of the tax rate of \$10.09. On top of that and thanks to the support of the voters, we've added several new capital reserve funds which help us to maintain a level town tax rate and up until this point, we've been funding those with our undesignated fund balance which means they've had no additional tax impact to the taxpayers. Because of our stronger financial position as well as monitoring when bills are paid, no tax anticipation note (TAN) was necessary in 2016.

Exciting news that Hillsborough was awarded a grant to extend our sidewalks from the center of town down to Shaw's Supermarket came at the end of the year. This will enable much safer travel to the many residents who choose to walk and is a project that has been near and dear to the hearts of the Economic Development Committee and the Board of Selectmen.

The construction of a Super Wal-Mart is moving forward albeit a little behind schedule. The addition of this store will offer much needed local jobs as well as an economic boost to Hillsborough and surrounding communities. Two years ago the Selectmen entered into an agreement to lease our capped landfill to a private company so that a solar array could be constructed. After a long road of gaining the necessary approvals and permits, they are currently preparing the site for the installation of hundreds of solar panels. The Board of Selectmen and Economic Development Committee continue to offer support to the Water and Sewer Department in an effort to find a long-term solution to the sewer capacity issues in Hillsborough. This year as a convenience to all, we began accepting credit cards and you are now able to fill out building permits and pay for them online.

With all that is new, we can never lose sight of the historic aspects of our community. In 2016, the Highway Department leveled and seeded the lawn area of the clubhouse building in the Old Town Center. Various repairs are anticipated to take place on that same building within the next couple of years as well. The upgrades on the museum building's fire tower should be completed within a couple of months. The second floor of the Library was renovated and an elevator was installed which provides access running from the children's library up to the third floor. The Selectmen are currently discussing plans for renovation of the third floor as well.

Further commercial and residential growth is imminent and it's imperative that we be ready with a plan as to how we're going to handle such growth. In order to successfully manage change, we must give our departments the tools to do their jobs safely and efficiently and with as little impact to the taxpayers as possible. Responsible budgeting for additional first responders and gaining the public's support for such additions is extremely important and something we will continue to work on.

Hillsborough has so many amazing and supportive residents and employees and I feel extremely fortunate to work as your Town Administrator. Please feel free to forward any comments, questions or concerns to me at Laura@Hillsboroughnh.net.

Respectfully submitted,
Laura Buono
Town Administrator

ASSESSING DEPARTMENT REPORT

The Town's Certified Assessing Contractors visited approximately one-quarter of Hillsborough properties in 2016. We've completed the fourth year of a five-year Cyclical Re-Valuation to be completed in 2017. In 2016 we completed the measure/listing phase of all Hillsborough property as recommended by the State Department of Revenue. We will conduct a sales analysis and full field review of property in 2017. Taxpayers will receive notification of a new assessment in the summer/fall of 2017.

In November 2016, we completed our annual review of Hillsborough sales. This review involves examination of sales from the previous 12 months and is done in conjunction with the N.H. Department of Revenue annually for Equalization purposes. The process of Equalization examines the relationship between the recent sale price paid of a valid sale and the Town's tax assessment of that property. The main reason this is done is determine the level of assessment within each municipality for County tax apportionment purposes.

2016 sales prices paid for property purchased in Hillsborough showed slight overall increase when compared to the prior year median ratio. The State Department. of Revenue will release their official Equalization report later in January 2017.

Respectfully Submitted,

David Marazoff, CNHA
M&N Assessing Services, LLC

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hillsborough, as of and for the year ended December 31, 2015, 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 of 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 entity'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 audit opinions.

Basis for Adverse Opinion on Governmental Activities

As discussed in Note I.B.3 to the financial statements, management has not recorded the capital assets in the governmental activities and, accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that those assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

As also 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 contributions, which would increase the liabilities, decrease net position, and increase expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position and expenses of the governmental activities is not reasonably determinable.

Adverse Opinion

In our opinion, because of the significance of the matters discussed in the "Basis for Adverse Opinion on Governmental Activities" paragraphs, the financial statements referred to above do not present fairly the financial position of the governmental activities of the Town of Hillsborough, as of December 31, 2015, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified 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 Hillsborough, as of December 31, 2015, 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.

Emphasis of Matter

As discussed in Note I.B.5. to the financial statements, the Town adopted the provisions of the Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the pension related schedules on pages 33 – 34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. 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 inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our 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 evidence to express an opinion or provide any assurance.

The Town of Hillsborough 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 to 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 Hillsborough's financial statements as a whole. The combining nonmajor and individual general fund 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. The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

September 16, 2016

Roberts & Greene, PLLC

Robert & Greene, PLLC



BUILDING INSPECTOR / CODE ENFORCEMENT REPORT

2016 was a busy year for the Building Department and over the past few years we have had steady growth in permits and construction. There are constant changes in Code Enforcement and Safety. In order to handle the inspection load, as well as the necessary reporting that comes with this department, I became full time with the town. Also, I took on the role as Deputy Health Officer in an effort to assist the Health Officer, Dana Brien with her job. In working together we are able to do a better job for the Town by looking at all the aspects of a home or apartment building including health, welfare, building condition, and safety.

It looks like a couple of big projects are on the horizon. The large scale solar array being built on the landfill will bring revenue to the Town. By leasing the land, the Town will participate in green energy production, thereby helping to reduce the carbon footprint of our nation. Wal-Mart will be built on the site behind the court house. This might bring mixed feelings amongst our citizens, but it will generate jobs and economic growth to our Town which can only be a good thing. I think the town has a bright future and change can be good when it's nurtured and guided. I do believe that the people that volunteer and serve on the Towns' boards and committees have considered all the reasonable possibilities and believe that this new development is best for the community.

I have heard that some of the regulations that I uphold seem to be a burden and that the cost goes up when the Building Inspector gets involved, but please remember that ultimately I work for you, and my job is to ensure that you get what you paid for and it is done right. In the grand scheme of things, my services equal approximately 1 to 2 % of the job cost and I work for you. The most important thing to remember is that building codes go hand in hand with fire safety. When I am doing my job, making sure your project is being built to today's standards and building codes, I not only am looking out for your safety, but also the safety of our First Responders, the Fire department and Rescue personnel that ultimately may end up at your door if you need to call 911 in an emergency.

I look forward to our future and helping to guide our great community to safety and wellbeing through building and health initiatives, and will continue to make Hillsborough and its citizens a priority. Those of you that have worked with me and know me, know that continued education and good practice is a priority. My goal is not to draw a line in the sand and claim my way or the highway, but to gain compliance through cooperation and creativity. I consider myself an educator and my door is always open for consultation and advice. I look forward to meeting you all as time passes.

Respectfully submitted,

Michael Borden,
Building Inspector, Code Enforcement

Building Permits

Year	2012	2013	2014	2015	2016
Number of Permits	94	76	141	182	239

2016 BUILDING PERMITS

Additions	6
Awning	1
Barns	4
Business CO	6
Car Port	3
Commercial Build Projects	2
Decks	12
Demo	5
Foundations	5
Garages	15
Gas/Mechanical	46
Generator	6
Houses	4
Oil Burner	2
Plumbing / Electrical	60
Pergola	1
Pools	2
Porch	7
Ramp	1
Renovations/Misc	30
Sheds	3
Signs	10
Solar Array	<u>6</u>
TOTAL	239



CAPITAL AREA MUTUAL AID FIRE COMPACT

The 2016 annual report is prepared for the Board of Directors of the Capital Area Mutual Aid Fire Compact as a summary of general activities and events occurring through December 31, 2016. It is also provided to the Town offices of the Compact’s member communities for information and distribution as desired.

The Compact’s operational area is 769 square miles with a resident population of 132,983. The Equalized Property Valuation in our coverage area is currently listed as over twelve billion dollars. We also provide and receive mutual aid responses with communities beyond our member area.

The Compact provides 24/7 emergency dispatch service to its twenty-two member communities. This service is contracted with the City of Concord Fire Department’s Communications Center. A detailed activity report by town/agency is attached. The year-end totals for 2016:

Number of incidents =	23,146
Increase over 2015 =	3.6%
Telephone calls received on emergency lines =	46,661
Outgoing telephone calls made =	9,435
% of telephone calls answered in less than 15 seconds =	99.23%
Fire alarm systems placed in/out of service =	2,901
Average number of incidents per day dispatched =	63
Average number of telephone calls per day =	154

The 2016 Compact operating budget was \$ 1,148,588. Funding for all Compact operations is provided by the member communities. We continue to apply for State and Federal Grant Funds when available. The Phase 1 and 2 communications work funded in 2014 with a \$499,403 grant was completed during 2016. Equipment for simulcast communications was installed and the system is in operation. The Phase 3 communications work funded with a 2015 grant is still in the planning stages, with work scheduled to begin over the winter. The Compact has received a total of \$1,499,225.59 in grant funding since 2007.

During 2016 we replaced the command vehicle used by the Chief Coordinator. The 2007 GMC Yukon XL with 165,000 miles was replaced with a new 2016 Chevy Tahoe.

The Chief Coordinator responded to 155 incidents throughout the system in 2016, and provided command post assistance on those mutual aid incidents. He also aids all departments with response planning, updating addressing information, and represents the Compact with several organizations related to public safety.

Compact officers serving during 2015 were:

- President, Chief Jon Wiggin, Dunbarton
- Vice President, Chief Ed Raymond, Warner
- Secretary, Chief Alan Quimby, Chichester
- Treasurer, Assistant Chief Dick Pistey, Bow

The Training Committee chaired by Henniker Captain Mick Costello; with members Bow Assistant Chief Dick Pistey, Chichester Deputy Chief Matt Cole and Warner Deputy Chief Jon France assisted departments with mutual aid exercises. These combined drills provide valuable training in the delivery of mutual aid services.

The Central New Hampshire Hazmat Team represents 58 Capital Area and Lakes Region area communities and is ready to assist or respond to hazardous materials incidents in our combined areas. Hazardous Materials Team

Chief Bill Weinhold encourages all communities to participate in the Regional Emergency Planning Committee (REPC) planning programs and to take advantage of hazardous materials training for local departments.

2016 was the second consecutive year of significant brush fires throughout the Compact and all of the State. The ongoing drought continues to elevate the wildfire threat. The importance of mutual aid was highlighted by these large scale incidents as Compact departments travelled far outside their normal response areas to provide help to other communities and some received assistance from multiple departments. The dispatch center was busy coordinating Compact responses and fulfilling their role as the primary contact for the Statewide Mobilization Plan.

All departments are encouraged to send representation to all Compact meetings. Your input is needed. The Compact was created for the mutual benefit of member communities and active participation is a necessity to ensure the needs of all are being met.

I invite anyone with questions or comments to contact me. I thank all departments for their cooperation. Please contact any Compact officer or the Chief Coordinator if we may be of assistance.

Keith Gilbert, Chief Coordinator
CAPITAL AREA FIRE COMPAC

Capital Area Mutual Aid Fire Compact

2015 Incidents vs. 2016 Incidents

ID #	Town	2015 Incidents	2016 Incidents	% Change
50	Allenstown	620	645	4.0%
51	Boscawen	200	194	-3.0%
52	Bow	1066	1037	-2.7%
53	Canterbury	305	312	2.3%
54	Chichester	437	440	0.7%
55	Concord	8096	8303	2.6%
56	Epsom	803	842	4.9%
57	Dunbarton	186	207	11.3%
58	Henniker	958	904	-5.6%
59	Hillsboro	930	1027	10.4%
60	Hopkinton	1092	1119	2.5%
61	Loudon	987	1083	9.7%
62	Pembroke	302	296	-2.0%
63	Hooksett	2068	2281	10.3%
64	Penacook RSQ	836	840	0.5%
65	Webster	158	185	17.1%
66	CNH Haz Mat	8	6	-25.0%
71	Northwood	612	647	5.7%
72	Pittsfield	726	822	13.2%
74	Salisbury	120	152	26.7%
79	Tri-Town Ambulance	1032	1046	1.4%
80	Warner	392	397	1.3%
82	Bradford	177	161	-9.0%
84	Deering	237	200	-15.6%
		22348	23146	3.6%

Total Amount of Fire Alarm Systems placed Out of Service / In Service for maintenance in 2016: **2901**

Mutual Aid Coordinator Responded to **155** incidents in 2016

Concord Hospital's Medical Director Responded to **70** incidents in 2016

Inbound Telephone Calls Received on Emergency Lines:	46661
Outbound Telephone Calls Made:	9435
% of Inbound Telephone Calls Answered Under 10	
Seconds:	95.67%
% of Inbound Telephone Calls Answered Under 15	
Seconds:	99.23%

CENTRAL NEW HAMPSHIRE REGIONAL PLANNING COMMISSION

Established in accordance with state law, the Central New Hampshire Regional Planning Commission (CNHRPC) is a voluntary association of 20 communities in Merrimack and Hillsborough Counties. The Town of Hillsborough is a member in good standing of the Commission. Herman Wiegelman is the Town's representative to the Commission.

CNHRPC's mission is to comply with State statute (RSA 36:47) by preparing and adopting regional land use and transportation plans and a regional housing needs assessment. CNHRPC also evaluates developments of regional impact (RSA 36:54-58) and provides data, information, training, and high-quality, cost-effective services to our member communities. CNHRPC advocates for member communities and assists and encourages them in both municipal and regional endeavors.

In 2016, the Central New Hampshire Regional Planning Commission undertook the following local and region-wide activities:

- Provided technical assistance services for member communities, including zoning ordinance development, grant writing assistance, plan review services, local master plan development, capital improvements program (CIP) development and guidance, and Planning Board process training. In Hillsborough, CNHRPC staff provided continued assistance during the development of the Hillsborough Master Plan Update that is scheduled to be completed in 2017, and coordinated assistance related to short, medium and long-term economic development related projects.
- Provided Hazard Mitigation Plan update development assistance to eight (8) community Hazard Mitigation Committees and provided information to inquiring communities about future update opportunities. In Hillsborough, CNHRPC staff facilitated the update of Hillsborough's Hazard Mitigation Plan 2011 with the Hazard Mitigation Committee through funding from the NH Homeland Security and Emergency Management (NH HSEM) and the Federal Emergency Management Agency (FEMA).
- Continued the support of the CNHRPC Regional Brownfields Program through funding from the United States Environmental Protection Agency. In 2016, site assessments were initiated in four communities and additional sites were identified for future assessments. In Hillsborough, a Phase I Environmental Site Assessment (ESA) was undertaken for the former Woods Woolen Mill property. For more information on brownfields and the CNHRPC Brownfields Program please go to www.cnhrpc.org/cnhrpc-brownfields-program.
- Initiated the update of the 2014 Central/Southern New Hampshire Comprehensive Economic Development Strategy (CEDS). The CEDS is a comprehensive economic development strategy for the 20-community CNHRPC region, plus six communities within the Southern New Hampshire Regional Planning Commission region (Bedford, Goffstown, Hooksett, New Boston, Manchester and Weare). Its purpose is to present various economic and demographic data and to identify common strengths and weaknesses, as well as projects and strategies to strengthen the local economy.
- Assisted the Currier and Ives Byway with its member towns of Henniker, Hopkinton, Webster, Warner, and Salisbury. In 2016, the Council initiated work to extend the byway in Warner and continued to meet quarterly to support its efforts in public outreach to promote the Byway.
- Provided continued assistance to the Warner River Nomination Committee, including representatives from Bradford, Warner, Sutton, Webster, and Hopkinton, related to the possible future nomination of the Warner River into the NH Rivers Management and Protection Program.
- Coordinated the activities of the CNHRPC Transportation Advisory Committee (TAC). Robyn Payson is the Town's TAC representative. In 2016, CNHRPC held seven TAC meetings, ranked the region's

Transportation Alternative Program projects and initiated the Transportation Improvement Program Update.

- Completed over 250 traffic counts in the region as part of its annual Transportation Data Collection Program. In Hillsborough, CNHRPC conducted 10 traffic counts along state and local roads.
- Assisted five communities (including Hillsborough) with the preparation of Transportation Alternatives Program (TAP) grant applications for pedestrian and bicycle improvement projects.
- CNHRPC staff coordinated the formation of CommuteSmart New Hampshire in cooperation with numerous public, private, and non-profit partners. Staff organized the CommuteSmart Central NH CommuteSmart Statewide Challenge (May 16th-20th) and the Season Long Challenge that lasted through October 31st, including a Bike to Work Day Breakfast and outreach through newsletters and social media. Additional information on CommuteSmart New Hampshire can be found at www.commutesmartnh.org.
- Continued to support an enhanced volunteer driver program (VDP) in our region that was established in November 2011 through CNHRPC's 2010 Coordinated Transportation Plan efforts. In 2016, the VDP provided over 5,000 rides to seniors and people with disabilities for essential medical appointments and vital services that help the residents of our region remain independent. The goal of the planning effort was to reduce transportation costs for those in need while increasing coordination between existing transportation providers.
- CNHRPC provided assistance to the Regional Trails Coordinating Council, a coalition of local rail trail and shared-use path groups in the Salem-Manchester-Concord corridor. In 2016, the group worked on further engaging communities that have made less progress in advancing their trails, and has begun to work on updates to the 2012 Regional Trails Plan. It has also continued implementing tasks recommended in the Regional Trails Plan. CNHRPC also assisted with awareness and outreach activities such as distributing trail marker signs, developing and maintaining interactive maps for the public, developing a Granite State Rail Trail Facebook page and other activities to promote the use and development of rail trails in the region.
- Provided assistance to NH Department of Transportation's (NHDOT) Bicycle and Pedestrian Transportation Advisory Committee (BPTAC), advising NHDOT on bicycle and pedestrian related matters. BPTAC activities included various projects such as level of traffic stress analysis, lane striping policies, and the development of a statewide bicycle and pedestrian traffic counting program.

For additional information, please contact the CNHRPC staff or visit us at www.cnhrpc.org. CNHRPC Commission meetings are open to the public and interested citizens are encouraged to attend.

28 Commercial Street Suite 3 ❖ Concord, New Hampshire 03301

❖ phone: (603) 226-6020 ❖ fax: (603) 226-6023 ❖ internet: www.cnhrpc.org



CONSERVATION COMMISSION REPORT

The Hillsborough Conservation Commission began work clearing and delineating two new trails this year; one on the Old Mill Farm property on Beard Road and one in the Grimes Field area connecting to the River Walk. New diamond shaped, green and white trail signs were purchased and will be affixed to trees along the paths to mark them. We explored the creation of a trail in the Patenaude Marsh area and will continue to pursue this. We also considered erecting signs and/or kiosks at the entrances to Commission properties and easements and will continue to discuss this.

Conservation easement monitoring was conducted on all easement properties under the care of the Commission. No infringement of easement stipulations were noted. We recommended a few properties that the Town had acquired from nonpayment of taxes be set aside for conservation.

The Commission submitted a letter to the New Hampshire Joint Legislative Committee on Administrative Rules opposing the proposed creation of a bobcat hunting season. This letter joined hundreds of others (along with robust citizen feedback) that were given to the Department of Fish & Game. The proposal was ultimately withdrawn.

The Commission provided recommendations on environmentally friendly trees and plantings that Town officials were considering for use at new business sites and along town roads. The Town is striving to make certain no invasive species are used.

The Hildreth Mill Lot and the Widow Murdough Lot properties were surveyed this year. These Conservation Commission properties needed boundary lines ascertained and marked.

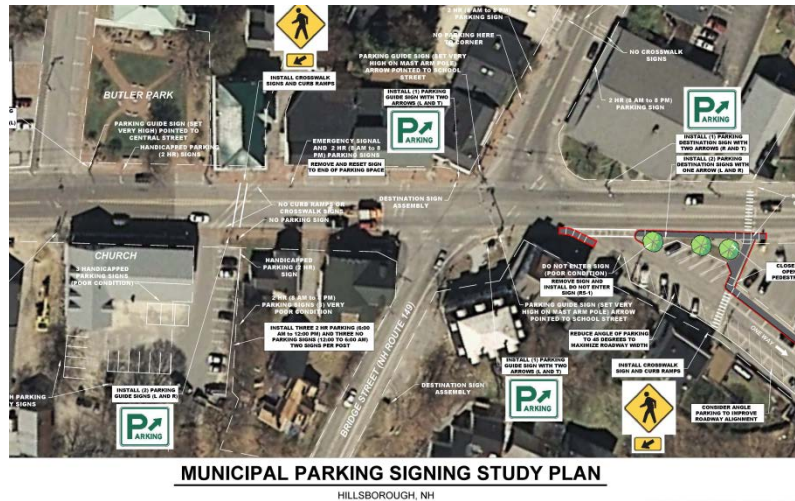
The Commission was dealt a considerable setback when our chairman, Brett Cherrington, was not reappointed to a new term in March. We also lost two additional members due to personal reasons. This has left the Commission with only three of seven positions filled. We encourage anyone interested in natural resource conservation to volunteer to become a Commission member.

We invite you to attend our meetings, held every first and third Thursdays of the month, at 7 PM, in the Town Office.

Respectfully submitted,

Terry Yeaton
Acting Chair, Hillsborough Conservation Commission

DEPARTMENT OF LAND USE AND ECONOMIC DEVELOPMENT



2016 was a very busy year. After receiving a tremendous amount of input from the Master Plan survey and visioning session, we made a priority to address issues that have been talked about in town for many years. I am pleased to report that progress has been made and our plans are to move forward.

The Planning Board held 23 meetings that included land use applications and updates to the Zoning ordinance.

Planning Board Applications in 2016

<u>Applicant</u>	<u>Application</u>	<u>Status</u>
Eversource Energy	Site Plan Amendment	Approved
Todd A. Dages	Minor Subdivision	Approved
Saxon Partners/Beard Brook Realty	Site Plan Amendment	Approved
Brenda Dillon	Change of Use Waiver of Site Plan Review	Approved
Cheryl Houston	Change of Use/Waiver of Site Plan Review	Approved
Dr. Alan Ross	Change of Use/Waiver of Site Plan	Approved
Peter Colblath	Change of Use/Waiver of Site Plan Review	Withdrawn
Peter W. Palmer	Lot Line Adjustment	Approved

Weatherstone Crossing

The biggest news in town was the reveal of the primary tenant in the Weatherstone Crossing Development. It is confirmed that a Super Wal-Mart will be the anchor tenant of the development. The site plan and building design have been approved and the project is moving forward. As I have said through the years, large scale development can take a long time. There are a multitude of details that need to be ironed out before ground breaking. I can assure you there has been no hold up on the town side and I expect we will receive news about the ground breaking soon.

Zoning Amendments

Agriculture/Agritourism

Agritourism is being considered by many farms as a means to help a farm support itself and as a back up to help survive difficult seasons.

The Planning Board is bringing forward a zoning amendment that defers definitions of Agriculture to state statute (RSA 21-34 a). Agritourism will be permitted in the same zones as Agricultural uses; with the requirement of a Change of Use application and possibility of Site Plan Review. This gives the abutting properties a forum in which they can ask questions and air concerns about an Agritourism operation (which is allowed only as an Accessory Use to a farm). The Site Plan Review process also gives the Planning Board the opportunity to apply conditions of approval to the use.

The other major amendment is a complete re-write and replacement of the Sign ordinance. The recent United States Supreme Court decision (Reed v Grantham) requires that all signs be “content neutral”. Signs can only be regulated by size, material and location. Among the changes in this ordinance is a prohibition against “Animated Signs” and an allowance for signs in the Commercial Zone.

Other amendments include, adding a definition for “Modular Buildings”, changing the name of Accessory Living Unit to Accessory Dwelling Unit and removing the “one bedroom” restriction per Senate Bill 146, and referring to the State Statute RSA 674: 71-73, and defining a time limit to Building Permits.

Economic Development

Website and Portal Page

The Planning Director and a group of dedicated volunteers have been working for the past year developing the Economic Development Website, Web Portal, and Mobile App (Available on Google Play and I-Tunes).

I would like to specifically thank Janet Byron whose technical knowledge was instrumental in completing this project. This site creates a “one stop shop” for all things Hillsborough.

The Portal page, (www.discoverhillsboronh.com) has direct links to the Town of Hillsborough website, the Hillsboro - Deering School District and other state and local resources. To access the EDC website, click the link on the Portal Page or go to www.hillsboronhedc.com. Features of the site include, a search engine for locating available commercial property, a “Developer’s Guide”, and a “Project Narrative Form”. The purpose allows businesses to make an initial contact with the Office of Community Planning general description about the proposed project to give the Planning Director the opportunity to do research and make that first meeting as productive as possible. These are ways the EDC and Office of Community Planning are working to streamline the application process.

The Mobile App can be found by entering “Discover Hillsborough NH” in the search bar in Google Play or I-Tunes. The App brings you to a mobile version or the Portal Page.

Parking

A Parking Utilization study done by Central New Hampshire Regional Planning Commission was conducted from December of 2014-December 2015. Use of the 250 available public parking spots was monitored during the months of December 2014, and July, August and December of 2015. The analysis concluded that the use of available public parking never exceeded 39.6% which leaves us with the challenge of how to best use the available parking in the best way and to overcome the belief that there is no parking available in downtown Hillsborough. New signage has been ordered, 2 hour parking limits will be enforced and "Permit Parking" is being considered. Also, a Memorandum of Understanding is being negotiated with the Valley Bible Chapel to add approximately 20 parking spaces to the total available downtown parking during the week.

A new design for parking in the Depot Street area has been developed that includes restriping the area and creating a more pedestrian friendly area with greenery and sidewalks proposed.

Sidewalks

In 2016, with the assistance and support of the Central New Hampshire Regional Planning Commission, the Town applied for a Transportation Alternatives Program grant. Similar to the Safe Routes to School Program the Transportation Alternatives Program aims to create safe byways for walkers and bicyclists.

The Town submitted an application for this program which will entail the engineering and construction of a new ADA compliant five-foot sidewalk (4,550 lf) with granite curbing, crosswalks and a grass buffer where right-of-way is wide enough. The project will also include engineering and construction for an existing culvert head wall and upgrading drainage along West Main Street (NH Route 149). The new sidewalk will connect the existing sidewalk network of Hillsborough center to the existing sidewalks in front of Shaw's Supermarket and the commercial district of Hillsborough. This vital link will connect dozens of businesses as well as many residents to employment and retail located in the commercial district.

I am pleased to report that Hillsborough was one of the communities chosen to receive this grant in January of 2017.

Business Retention and Expansion Program

The Town of Hillsborough has partnered with the University of New Hampshire Economic Development Specialists in the Business Retention and Expansion program. The group is dedicated to connecting with local businesses and learning about their challenges and concerns about doing business in Hillsborough. A survey is being developed under the guidance of the UNH staff that will be distributed in person to approximately 100 businesses chosen at random. It is the intention to make appointments with business owners to gather information in person about their business, explore ways to nurture local businesses to help them expand in town and to promote the atmosphere that Hillsborough is a town that welcomes business.

Woods Woolen Mill

The Woods Woolen Mill clean up and re-development project is considered the highest priority project in the Comprehensive Economic Development Strategy for the Central region. Further assessments of the property were completed this year. A high priority is to remove the existing boiler house from the property and test the ground to see if any additional underground storage tanks are still on site. The intended use for this property is for a riverside park and trail head for the Town of Hillsborough. We are working with Central New Hampshire Regional Planning Commission to complete this work as funding becomes available.

Central New Hampshire Regional Planning Commission

It is important to recognize the outstanding resource the Central New Hampshire Regional Planning Commission is to the Town of Hillsborough. Mike Tardiff and his staff are working closely with the town on:

- The Woods Woolen Mill project.
- Master Plan chapters devoted to future land use and economic development. They helped develop an actionable
- Parking improvements in the Central Business District and
- Implementation and designation of RSA 79E district. (a tax incentive for re-development of blighted properties, adopted by the town in 2006).
- Transportation Alternatives Grant.
- Identifying funding sources for infrastructure improvements

Goals for 2017 include working with the Department of Resources and Economic Development to designate an Economic Revitalization Zone. The Master Plan will be completed in the spring of 2017 and will be a document that can (and will) be implemented rather than left on a shelf.

Looking Forward

2017 looks like it will be a very busy and productive year, the Woods Woolen Mill clean up, sidewalks, and parking will be taking center stage. 2017 will be a year for milestones; I can't wait to get started.

As your Planning Director, it has been my pleasure to work with my colleagues on town boards, with department heads, town office staff, the Economic Development Commission, Chamber of Commerce, Hillsborough Pride, and Town Administrator Laura Buono. I encourage anyone who wishes, to come by during my office hours or call with any questions or concerns you have about Planning, Economic Development or Land Use.

Please forward your questions, comments, and concerns to me, or stop by the office which is located at 27 School Street.

Respectfully submitted,

Robyn L. Payson
Planning Director

ECONOMIC DEVELOPMENT COMMISSION (EDC)

2016 Accomplishments

Instant gratification is not a product of the EDC. We are a group of area citizens and town employees who diligently sit monthly and do strategic planning, coordinate amongst town government, state agencies, and developers. We are also allies to existing business helping them retain their workforce, and grow their businesses. It has been a productive year for the EDC. Many actions laid by previous committee work came in to focus in 2016. In 2014 the Economic Development Commission and the Central Regional Planning Commission joined together to help develop the Comprehensive Economic Development Strategy (CEDS). A Comprehensive Economic Development Strategy is a locally-based, regionally-driven planning process designed to bring the public and private sectors together in the creation of a strategic roadmap or action plan for regional economic development. A “Project List,” along with the Goals and Mission, make up the heart of the CEDS action plan. Hillsborough submitted 6 projects. The highest ranked municipal project was the clean up and redevelopment of the Woods Woolen Mill property. This is what sculpts a town to what the citizens want to call home. Thanks to Robyn Payson, Town Planner, who is very well informed with the state’s happenings economically and an active Economic Development Committee member was key. No other competing town did this well.

The Economic Development Commission developed a website (www.hillsboroughhedc.com) and a web portal (www.discoverhillsboronh.com) that give a central location to access the information developers and businesses need to decide if Hillsborough is where they want to locate. This project could not have been completed without the efforts of the Planning Director and many, great volunteers; especially Janet Byron who was an invaluable asset due to her technical background. The portal site provides links to everything Hillsborough. It is a great tool for relocation services and for business looking to establish in town.

This year, we completed an analysis of the utilization of existing parking in the Central Business District. It was done during different seasons, various times of day and night. The fruit of this survey was that of the public parking currently available, maximum usage never exceeded 39.6%. We learned in spite of the number of spaces we have on paper, there is still a public perception that there is “No parking downtown”. In order to begin to dispel that opinion, parking spaces need to be clearly defined with new signage, agreements need to be clarified with property owners, and enforcement must be done.

Proposed improvements to the parking on Depot Street will provide much needed pedestrian friendly access and a memorandum of understanding between the Town and Valley Bible Chapel will provide an additional 20 parking spaces downtown. Watch for the new signs coming this spring!

We have set goals for the future. Short term is correcting the parking, forming a trail head committee and performing a water/sewer capacity and feasibility study. Longer term projects are cleaning up the Woods Woolen Mills and other sites – we are briefed monthly on the status by the Town Planner, Robyn Payson and laying plans to install sidewalks that runs from Henniker Street to Shaws – (And I was just notified the grant has been approved!!!). We are working diligently on plans to improve the Central Business District. EDC is continually looking to promote quality growth around the new Walmart site, Weatherstone Crossing. All these visions are what will make Hillsborough a better place to live, work and play.

We are all looking forward to 2017 to see the new growth and the plant of even more seeds for the future.

Respectfully,

Jane Williams, Chairperson

EMERGENCY MANAGEMENT REPORT

During 2016 the Emergency Management Department put together a Hazard Mitigation Team to work with the Central N.H. Regional Planning Commission to update our Hazard Mitigation Plan. This is a Plan that needs to be done every five years to insure the Town's continued eligibility for FEMA funding. On January 10, 2017, a presentation was given to the Board of Selectmen and the public for their approval. I would like to Thank all those that participated in getting this Plan completed.

We continue to work on upgrading the Town's Emergency Alert System as the existing sirens are old and difficult for the citizens to hear. This year we will be requesting competitive bids to determine the best option and timing for the replacement.

I would like to thank the Town of Hillsborough for the opportunity to serve as your Emergency Management Director. If you have any question or concern with regards to emergency preparedness, please visit the Emergency Management Link on the Hillsborough website or call (603)-464-6411.

Respectfully submitted,

Scott Murdough
Deputy Fire Chief/Emergency Management Director



FIRE DEPARTMENT EMERGENCY MEDICAL

The Hillsborough Fire Department and Emergency Medical Services responded to:
Calls for service (not including inspections)

FIRE: 341
EMS: 838
Inspections: 178
Total Fire/EMS/Inspections: Total 1357

2016 found the fire department to be very busy. This year we continued to support the fire prevention program starting with the annual visit to the Elementary school in October. After a lengthy discussion on fire safety all the children were given packets and Jr. Firefighter Hats.

EMS is still offering our "File of Life" campaign. The File of Life is a system that allows townspeople to document their medications and pertinent past medical history. This allows ambulance personnel to obtain this information in one location. If you would like to take part in this program please stop by the fire station to obtain your program kit.

This year also brought about some changes in the department. We continue to cover the ambulance 24 hours a day. This has proven to be vital for the Town of Hillsborough. We have also switched companies that handle all our billing needs for the ambulance. The new billing company is called Comstar which is being utilized by all members of the Capital Area Compact who provide ambulance service for their communities.

In 2016 the department took delivery of (28) new Scott 5.5 SCBA (Air Packs). This state of the art equipment was approved at the last town meeting and is now in service. This would not have been possible without working together with the Capital Area Compact to boost our buying power and save on cost.

Currently the department is working on replacing our Engine 1 as well as our Ladder Truck with a new truck. This truck was approved at the 2016 town meeting and will replace both retiring trucks. The truck committee went to Appleton, WI, in November for the pre-build meeting with engineers. We are happy to report that the truck has started the build process and should be delivered on or around May of 2017. I would like to thank the truck committee for the hard work put forth throughout this process. Plans are being made to sell both of the retiring trucks to offset some of the cost of the new truck.

Other changes that are needed over the next two or three years concern the fire station itself. The station was built sometime in the 1960's with some updates made in the 1990's and has served us well, however the aging building will need some further updates in the future. Some of these updates involve expansion to accommodate sleeping quarters for the overnight EMS staff, which are currently using two offices for sleeping. Other updates include sprinkler system, heating/AC, electrical, and overall upgrades. Currently the electrical uses old switches and tube lighting. The heating system is a hot water boiler that was replaced in the 1970's and uses #2 fuel oil at an alarming rate. The idea is to make the building as green as we can to save money and energy. The Chief along with the Town Administrator have been looking at building engineering and cost and will present our findings long before it is presented at town meeting for approval.

On behalf of the Chief Officers, Company Officers and members, I would like to say it is an honor and privilege to serve the citizens of the town and thank all other town departments as well as all the tax payers for your continued support. We look forward to serving the community of Hillsborough in the coming years.

Kenny Stafford Jr., Fire Chief

FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT

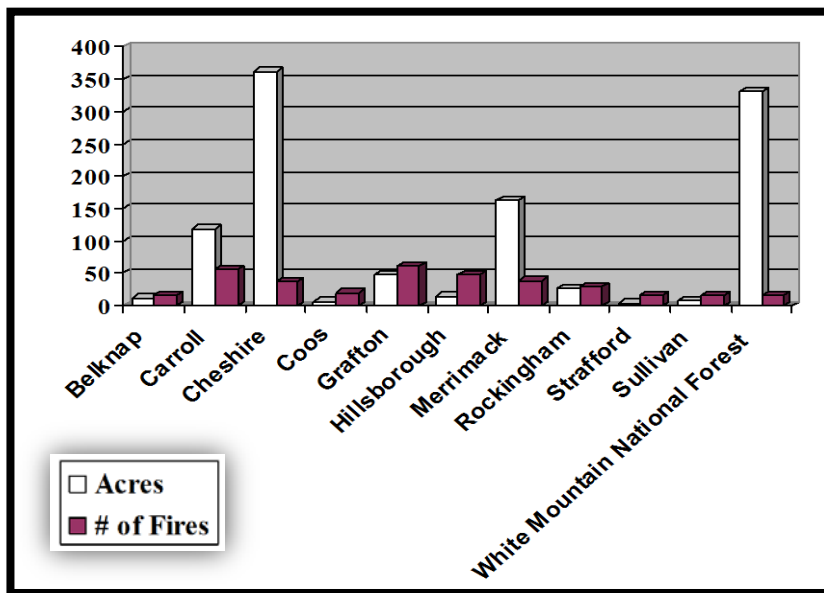
Over the past two years, New Hampshire has experienced its busiest fire seasons since 1989. 1,090 acres burned during the 2016 season. The White Mountain National Forest experienced its largest fire since becoming a National Forest, burning 330 acres in the town of Albany in November. Fires falling under state jurisdiction burned 759 acres, with the largest fire of 199 acres occurring in Stoddard. The extremely dry summer led to a busy fall fire season with large fires occurring into mid-November. Drought conditions hampered fire suppression efforts and extended the time needed to extinguish fires. Your local fire departments and the Division of Forests & Lands worked tirelessly throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. Our fire lookouts are credited with keeping many fires small due to their quick and accurate spotting capabilities. The towers fire detection efforts were supplemented by the NH Civil Air Patrol when the fire danger was especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2016 season threatened structures, and a few structures were burned, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at www.firewise.org. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

As we prepare for the 2017 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting www.nhfirepermit.com. The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or www.des.nh.gov for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at www.nhdfl.org.

2016 WILDLAND FIRE STATISTICS

(All fires reported as of December 2016)



HISTORICAL DATA		
YEAR	NUMBER of FIRES	ACRES BURNED
2016	351	1090
2015	124	635
2014	112	72
2013	182	144
2012	318	206

CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.*
15	85	35	10	12	2	18	9	148

FULLER PUBLIC LIBRARY REPORT

Our renovation project was finally finished in November. It was a long, dirty, noisy summer but totally worth it. The new fire escape and LU/LA lift have made the upper floors of our building usable again. Heat, AC, and electrical systems for the second floor have been upgraded and a new handicapped accessible bathroom added. Project LIFT has moved back to our building after eight years on West Main Street. We owe a huge debt of gratitude to Clifford and Dorothy Blanchard whose generosity made the renovating and upgrading of the Gov. John Butler Smith building possible.

ADULT PROGRAMS

We have several ongoing monthly programs. How To's Day meets on the first Tuesday of each month to demonstrate a new craft or skill. This year we hosted adult coloring, made soap, knitted hats, created Valentine treat boxes, planted herbs in growing containers, made rustic string pumpkins and Christmas ornaments. In December Ann Whitney made felted wool Christmas ornaments with us. Thank you to all who volunteered and attended! If you have a craft idea or skill you'd like to share, let us know.

Over the summer we added a Tuesday night fitness group called Exercise Your Mind that met to discuss healthy eating and then went for an hour-long walk. Our book discussion group meets on the first Thursday of each month at 7 pm and we are always looking for new members.

This year we explored the power of stories of many kinds. We received two NH Humanities Council grants in 2016 enabling us to host two of their programs. In June, Dr. Sara Withers of UNH showed the film *Uprooted: Heartache and Hope in NH*, a documentary about immigration and led a discussion of the topic afterward. In September, Rebecca Rule swapped funny stories with members of the audience during her program *That Reminds Me Of A Story*. In April, storyteller Sue McPhee put on her one woman show *A Tale of Two Rivers* about her experiences working with children in NYC and Romania. Local authors Nancy Cowan and Phil Harvey gave presentations about their new books.

The Bible Hill Boys returned for the fifth annual Cabin Fever Singalong in March. Along with Chris O'Connor and Mike Bradley, Henniker musician Jack Bopp joined in the fun. For those suffering from garden withdrawal we had a Virtual Garden tour of public and private gardens around the state. Later in March, we held a Seed Swap and Garden Forum. Master Gardener Tom Kamberis acquired a donation of \$400 worth of seeds from Baker Creek Heirloom Seeds for us to share and was on hand to answer gardening questions. We had exhibits from the local DAR chapter and paintings by local artists that were inspired by Robert Frost's poetry called the Road Not Taken.

In May we held our Annual Book Sale and continued selling books for \$1 a bag on the porch until cold weather put a stop to it in November. The leftover books were donated to Rolling Thunder, a NH Veteran's service organization. We also hosted a Book Repair Workshop that was attended by 20 librarians from around the state.

Over the summer we held five adult trivia programs and also had a weekly drawing for gifts cards donated by local business. Teens and adults could enter by filling out a book review for each book read that week. Volunteers from Project LIFT returned to teach computer skills to seniors on Monday afternoons at the library during August and September. In December Samantha Parenteau shared more of her crafty talents with us, teaching a workshop on wreath-making. Thank you to Bonnie & Walter Morse for donating the greens. For Old Fashioned Christmas, Samantha showed kids and their parents how to make beaded and paper ornaments. This year we added 25 more years of Hillsborough Messengers to the digital newspaper archive so now papers from 1891-2001 are accessible at the library or from home via our website. It is well-indexed so you can type in a name and any articles about that person will come up, making it a very handy resource for those researching family history.

CHILDREN'S PROGRAMS

In September children's librarian Mary Lou Lannon moved to the Seacoast and Laura Wing took over her duties. During the school year our Preschool Storytime meets on Tuesday and Thursday mornings at 10 am. The afterschool group from Kids' Adventure visits the library on Friday afternoons. In October we started offering a Take or Make Kids Craft project every Saturday from 9-1. Stop in and see what the craft of the week is!

February vacation week we hosted our second Fab Lab. Each day we had a fun activity including building with Legos and Lincoln Logs, simple electricity projects using Snap Circuits, making creations from recycled parts, and the always popular candy bar bingo.

The Summer Reading Program theme this year was On Your Mark, Get Set, Read. 128 children pledged to read over 3,200 books! We kicked off the program with a magic show by Bob Riordan which was funded in part by a Kids, Books, and the Arts Grant from the NH State Library along with a generous donation from Hillsboro Ford. Over the summer we had a special story time with Paige Johnson from Peterborough Players, held balloon relay races, had hula hoop fun, and made jump ropes from recycled newspaper bags. Brigid Howell showed us games to play with pool noodles and Phil Swasey challenged the kids to a cardboard box obstacle course. We ended the program with a visit from Mystique the mini-horse.

At Christmas Gabrielle Shuler was guest reader at two story times and thru US Cellular's Future of Good program she was able to give a new book to each child that attended.

We are participating in the 1,000 Books Before Kindergarten program which encourages parents to begin reading to their children at birth – or even before – to get them ready to learn to read independently by age 5. Register with us to keep track of your reading and your child will receive a prize for every 100 books. 58 children are currently signed up and they have read over 11,000 books so far!

To keep abreast of what is happening at the library you can look at our website www.fullerlibrary.info, check us out on Facebook, or pick up a copy of our monthly newsletter at the desk.

THANK YOU

A big thank you to Chris Sieg at Piexx and trustee Phil Daley who keep our computers up and running.

Thank you to Rhoda Ross & Joseph Solomon, Bank of NH, LCHIP Monitoring Fund, Rotary Club of Henniker, Shaw's, Ming Du, Sampan, Agway, Dunkin' Donuts, Sweet Expressions, Taco Beyondo, McDonald's, US Cellular, Granite State Pioneer Club, and Hillsboro Ford for their monetary and prize donations.

Thanks to all in the community who have donated books over the past year for our book sales.

STATISTICS

Number of titles in the collection	33,926
Number of registered borrowers	4,267
Number of items borrowed	32,531
Number of items borrowed from other libraries	2,842
Number of items lent to other libraries	1,170
Total ebooks downloaded	1,072
Total audio books downloaded	1,653
Periodicals downloaded	162
Internet usage (not including wireless)	1,923

Board of Trustees:

Phil Daley, Chairman, Robert Woolner, Pat Mathison, Ben Ainslie, Melinda Gehris, Helen Cole, alternate and Norma Hubbard, alternate

Respectfully submitted,

Robin Sweetser - Director

GREATER HILLSBOROUGH SENIOR SERVICES

What a year 2016 turned out to be for GHSS. We made major adjustments and were hampered by renovation work at both of the primary locations we were using for our programs. Although we had to adjust activities we offered, many community groups stepped up and provided alternative sites to us. A big thank you to the United Methodist Church, Valley Bible Chapel and Fuller Library for giving us interim places for to hold events.

During the last year we accomplished the following:

- monthly luncheons, including a chicken barbeques and a Chinese New Year dinner, which served 108 folks.
- monthly shopping trip to the "Heights."
- we provided bi-monthly shopping trips for Maple Leaf residents.
- there were Tai Chi and ArmChair Yoga exercises classes
- we created and produced a monthly newsletter, "Seniors Alive," for over 750 interested seasoned adults
- the monthly GHSS blogspot has had a high level of viewers
- we conducted several raffles and the Cabin Fever Flea Market to raise additional fund to support GHSS
- our community bus has been used by Youth Services, brownie troops, and Farmsteads of NH. We also provided transportation with drivers for the Living History weekend.
- the bus also showed off in the BalloonFest parade.
- Crafty Critters and computer classes happened each week
- the bus was heavily used during the year with trips to Fuller Gardens, the Big E, the sandcastles at Hampton Beach, Brimfield Antiques Market, a couple of Fisher Cats games, Otter Brook for a picnic and many other adventures. Two mystery trips (destination unknown) were a popular adventure.

Our primary locations are remodeled and we will be restarting many activities that have been on "pause." It has been a challenging year but we are going to resume the activities and adventures in the coming year.

Pat Mathison
Chairperson

HIGHWAY DEPARTMENT REPORT

During 2016 in January, February, March, November, and December the Highway Department worked on cleaning ice and snow on all Town roads.

January: We assisted the school by cutting trees and chipping brush.
April: We assisted the Parks Department at Grimes Field by graveling the road on the backside.
May: Started sidewalks on West Main Street. We also started grading back roads in town.
June: We leveled and seeded the lawn area at the Club House in the Historic District.
July: We chip sealed Mary Rowe Road and Sawmill Road.
August: We paved Henniker Street, Preston Street, Hoyt Lane, West Main Street, and Clark Road.
September: We worked on sidewalks on Pearl Street and paved the sidewalk on West Main Street. We also installed new railings on the Bog Road Bridge.
October: Screened 5,000 yards of winter sand, and started Fall grading.
November: Back to grading, raking and gearing up for winter.

The 1988 all wheel drive plow truck needs to be replaced.

Winter storms take a toll on the manpower and the equipment. Constant maintenance is required on the trucks and plows to keep them going and ready for the next storm. We are doing this with older equipment so maintenance is a must. This year our mechanic Mike Minichiello was given a certificate of appreciation In Grateful Recognition of his Outstanding Performance and Initiative to save the Town money on the Transfer Station roll off vehicle project. Additionally Mike performs maintenance work for the fire department, police department, and building /code enforcement department. Mike has done a great job!

I would also like to thank the citizens of Hillsborough for their continued support.

Respectfully submitted,

William F. Goss,
Highway Foreman

HISTORIC DISTRICT COMMISSION REPORT

Hillsborough Center is a main and increasingly popular venue of the annual Living History Event. The Town is very supportive in many ways for this event. The Commission thanks the town, especially for the landscaping, tree care and other work in the area around the Club House and School. The Center looked its best for the event and for all visitors over the summer season.

The Commission met with members of the Select Board and the Town Administrator in October to tour the old Methodist Church at the Center. The church building has not been used for regular church services and has been in private ownership for some years. It has been used occasionally for weddings and services in recent years. The present owner has offered to give the property to the town at no cost.

The exterior of the building has been well maintained over the years. The church adds an iconic dimension to our historic Center Village. Aside from some relatively minor repairs needed to the ceiling in one area, the interior is in good condition. It has changed very little from its original construction.

The consensus of the meeting was that the building is a wonderful example of a mid-nineteenth century New Hampshire country church. There may be a warrant article at town meeting to consider this offer. All three members of the Commission strongly support the town accepting this offer.

The Commission plans to have an early meeting to consider the possible revisions to the rules of the commission. From time to time, the legislature does make changes to relevant RSA's and it is important that the commissions' rules be congruent with the RSA's. It may also be appropriate to consider the use of newer building materials and energy conservation measures in the District.

The Commission is very much looking forward to the visit to our historic one room School House in the Center by the Country School Association of America - a national group dedicated to the preservation of one-room schools. This would be a feature of the 17th Annual Schoolhouse Conference to be held [June 11-14, 2017](#) at Colby-Sawyer College in New London, NH.

Respectfully submitted,

Gilman Shattuck, Chair

James Larkin

Jan Michael



KEMP PARK COMMITTEE REPORT

2016 saw the Kemp Park Committee continuing its work on the development of Kemp Park as a potential asset and tourist attraction for the Town of Hillsborough. We have been working with a general layout of the Park which was designed with the help of an architect. With the help of volunteer labor, we have tried to bring the cider mill into weather protection condition and also the Hanson Cottage. There is still an enormous amount of work to do on both of these buildings.

One of the things that we experienced was the occasional vandalism at the Park's site during the late summer and fall. This included breaking of windows and some removal of stone from the Franklin Pierce oven. With the help of Chris Sieg at Piexx, we have now installed surveillance cameras on the Park site in the hope of protecting the improvements that are already there. On behalf of the Committee, I also want to thank Jay Crowley for his continued volunteer involvement in the work on the site.

The Committee determined that its next step was to build a building that would house the two antique trucks that the Town received from the distribution of the Mack Truck Museum from the Richard Kemp Estate. With the help of a friendly architect, we have obtained some preliminary drawings of what a facility would look like. With Mike Reopel's connections, we got some estimates from Lavallee Building Supply and also from Chris Duncklee for the possible erection of the building. The building would be designed so that it would be basically glass on three sides so that the vehicles would be viewable by the public, but they would not have access to the vehicles since the site is unsupervised. The plan is to present a separate warrant article to the Town for consideration at the March 2017 Annual Meeting to ask the Town if they would raise funds to match funds raised by the Committee to allow for construction of the facility.

Since we started this process, it has come to our attention that the Hillsborough Fire Department may wish to consider the site as a display area for its antique Hillsborough fire truck. We are currently in the process of asking the architect to do a new design which would include three bays for the two trucks and the fire truck and then we are going to have to determine what the cost will be. At the present time our plan is to ask the Town to provide the funding for the two-bay construction but to make it a non-lapsing expenditure for two years so that we can have time to work with the Fire Department to see what the additional costs might be and where the additional funds would come from.

So far, the Committee has relied on volunteers and community contributions to fund the development of the Park. We certainly encourage the taxpayers of Hillsborough to visit the area and envision what the potential is for Kemp Park and to support the warrant article in the 2017 Annual Meeting.

Respectfully submitted,

The Kemp Park Committee

Philip Harvey

Douglas Hatfield

Jay Crowley

John Stetser

Michael Reopel

Rachel Hawkinson

Babette Haley

MANAHAN PARK

This year Manahan Park had co-directors, they were Joyce Aubrey and Tiffany Stafford. We had an excellent staff to coordinate Red Cross swim lessons and day camp.

Our waterfront director, Christa Liquori was our Red Cross expert. Christa and her team had 159 students signed up for lessons. Students were motivated to expand their skills.

As a camp we had 168 registered campers. The counselors did an awesome job role modeling for our CIT's and making the most of the campers stay. Activities we enjoyed included field games, board games, daily game, water games, arts and crafts, kayaking, water relays, slip and slid.

The library limo made a few appearances. The children love to read. We had spirit week. We played minute to win it, candy bar bingo and had a talent show. Fun was had by all. We can't wait to do it again in 2017.

We went on five field trips this year

1. Water Country
2. Yankee Lanes Bowling
3. Fisher Cats Baseball attending camp color wars
4. Canobie Lake Park
5. Wallis sands



Crazy Hair day



Library Limo visit



Wear you Manahan shirt day



POLICE DEPARTMENT REPORT

I often get asked how things are going at the police station. My reply, “business is booming.” That is not necessarily a good thing when it comes to public safety. The opioid crisis has been keeping the police department extremely busy this year. Make no mistake; this is a problem that affects everybody. Aside from what you would expect, the police arresting people who are possessing or selling these drugs, there are other problems. An addiction such as this can take hundreds of dollars a week to support. That money often comes from items that are stolen and then pawned or sold to support the addiction. This year we saw an increase in burglaries and theft-related incidents. The men and women at the police station have done an excellent job in gathering evidence, solving cases, and administering thoughtful prosecution of offenders. The sheer caseload that the officers face is to the point of being overwhelming. We processed over 1,000 pieces of evidence this year whereas the past average was 600. This year the department has applied for, and executed, a record number of search warrants. When we seize a vehicle that contains drugs, we will typically lock it up in our garage until we can execute the search warrant on it. This year there have been weeks on end that we have not been able to utilize our garage for its intended purpose because there are vehicles stacked up waiting to be searched. Searching for drugs has become a very dangerous job. We are finding more “manmade” drugs on the street. If an officer inhales the equivalent of 6 grains of table salt of some of these drugs, it can be a fatal dose. This makes the whole process much more time consuming and tedious than it once was.

This year we are asking for your support to obtain some additional help. Currently the police department utilizes a police officer as a prosecutor in court. For the past couple of years, Det. Sgt. Brown has been in that position and has done a great job. Almost every community around us has moved to having their court prosecutions handled by an attorney. We are one of the last “hold outs”. However, it is time to make the change. Over the past two years we have seen a 23% increase in crime. Having a part-time attorney prosecute our criminal cases will increase our efficiency. It will relieve some of the bottlenecks that occur more frequently now as our court process becomes more time consuming and complex. We are also requesting that 10 hours a week be added to a part time position that already exists, making the position full-time. We need this position now with the current call volume, and will need it even more so as we keep the commercial growth of the town in our peripheral vision. We actively apply for grants. This year alone, Capt. Donovan was successful in obtaining over \$53,000 in grant funding for supplemental patrols and equipment.

This year we had two retirements. Kevin Belanger retired as supervisor of the communications division. Kevin served 18 years with the police department. Robert McAllister retired from the sworn side of the department after serving for 23 years. Bob decided that he would miss us too much and took an open dispatching position in the Comm. center. We are grateful for the service that both men gave to the department and wish them well in their future endeavors. We hired 2 part-time dispatchers this year. Pat Drake, who thought she had retired after serving as a Manchester Police dispatcher for 20 years and Elizabeth Hendrickson who is currently a Criminal Justice major in college, who is new to the field. I am happy to report that this is the second year that we have not had any officer turnover. This is extremely beneficial for the town as it allows the department to grow the overall experience level of the staff. This correlates to better crime solving ability, better efficiency, less citizen complaints, and reduced liability. Right now, we have one of the most talented group of people that I have ever had the opportunity to work with at HPD and I am very proud of the all the hard work and dedication that they give daily.



Officers Travis Bennett, Chris Parsons, and Danielle Normand

Our department is also big on community involvement. Sgt. Hodgen and K9 Gibbs are often giving presentations of their abilities at different events. You may have noticed the officers walking around with mustaches and beards in November as the department participated in Novem-Beard for the 5th year in a row. Also, for the 4th year in a row, several of our officers played in the CHAD fundraiser baseball game at the Fisher Cats Stadium. Additionally, Rory Bohanan participated in the Special Olympics Torch Run. A program that we have added is an automated “Are you okay” call system that the elderly, or anyone, can sign up for. It will call daily at a set time, and if the phone is not answered after a certain number of calls, an officer will be dispatched to perform a welfare check. We are hoping this will help reduce the number of incidences of people falling and being hurt, and not being found for long periods of time. Although we are kept busy with police work, it is also important to our department to be involved in our community in a positive manner.

In closing, if there is anything you feel that the Hillsboro Police could assist you with, areas we should improve on, or just have general questions, do not hesitate to call or stop by and see me. It is an honor to serve you and I thank you for your continued support.

Respectfully submitted,

David Roarick
Police Chief

Below is a fraction of the calls that the department is involved in. Please do not hesitate to call if you would like any further statistical information or have questions.

Hillsboro Police Department Statistics (partial)
Investigations/Patrol

Incident	2015	2016	
Assaults	49	70	(43% increase)
Burglary	16	33	(106% increase)
Vehicles stolen	2	5	(150% increase)
Drug cases	58	118	(103% increase)
Criminal Mischief	14	59	(73% increase)
Sexual Assaults/Rap	31	18	(42% decrease)
Thefts	60	62	(3% increase)
Liquor Violations	62	101	(63% increase)
DWI arrests	44	75	(70% increase)
Vehicle collisions	193	222	(15% increase)
Cars stopped for violations	2,550	3,043	(19% increase)

Communications

Phone calls handled

by Dispatch	35,451	32,725	(7% decrease)
911 Calls	1,746	1,869	(7% increase)
Police Calls Dispatched	20,185	24,200	(20% increase)

PROJECT LIFT REPORT

2016 has been a year of change as well as productivity for Project LIFT. In August, after nine years as the primary LIFT educator, I accepted the position of Project LIFT Director. I look forward with enthusiasm to a continued role in providing educational services to residents of Hillsborough and surrounding communities.

After a long process of renovation, LIFT has returned to the Fuller Public Library where the program originated in 1992. We are excited about the new space and are glad to be home.

In 2016 Project LIFT provided free instruction in the areas of: academic skills improvement, High School Equivalency Test (HiSET) preparation, college and job training transitions, computer skills and English as a Second Language. This election year has also provided much opportunity to respectfully discuss current events and learn more about civics and government.

Project LIFT would like to thank the following towns, organizations and individuals:

The Towns of Hillsborough, Antrim, Bennington, Deering, Frankestown, Henniker and Washington for their continued support through monetary contributions and use of space.

The Hillsboro Area Ladies Benevolent Society and Bank of America Hillsboro Area Service Corps for their monetary donations.

The Bureau of Adult Education for grant funding, guidance and extensive professional development opportunities.

The LIFT educators Janet Byron, Claire Fedolfi, Michelle Franke, Wyatt Gould, Lois Rostanzo and Norman Trottier whose expertise and dedication are the heart of the program.

A special thank you to Bryce Bush and Lucas Dominick for the many volunteer hours they spent preparing LIFT for the new school year and putting the shine on our new library space.

Respectfully Submitted,

Trish Bush
Director

TOWN CLERK'S REPORT

For the Period January 1, 2016 - December 31, 2016

2016 Registration	\$910,686.61
Dog Licenses	\$3,368.50
Dog Fines	\$632.00
Marriage licenses	\$1,450.00
Certified Copies	\$2,760.00
UCC	\$660.00
Paid to the Town of Hillsborough	\$919,557.11

Vital Statistics

Births	32
Marriages	25
Deaths	52

2016 Hillsborough Deaths

Adams, Pearl	Espinoza, Valente	Mellen, Donald
Alves, Helen C.	Feldblum, Margaret	Mertens, Melissa
Allen, Carolyn	Godshall, Lewis	Morris, William R.
Ambrosetti, Samuel	Gould, Lester W.	Nims, Herbert
Amidon, Eleanor	Houghton, Wallace	Parran, Charles
Baldwin, Douglas M.	Houle, Edward	Patrick, Jacob
Bolduc, Jean	Hume, James	Prindiville, Therese
Boucher, Simonne M.	Johnson, Frank	Quinlan, Doris
Caron, Raymond R.	Jordan, Bruce	Russell, Barbara
Connor, Beatrice	Kansky, Carl	Sell, Richard A.
Cota, Roy	Kimball, Ethel	Smart, Narda
Crews, William	Lamothe, Carol L.	Spears, Meghan
Cullen, Richard	Leblanc, Loretta	Talbott, James A.
Dewitt, Arthur	Mandarano, Phyllis	Tasker Day, Carol
Donahey, Robert	Marshall Sr., Charles E.	Thomas, Rita
Douglas III, Robert	Massoud, Michael	Viera, Cheral
Dutton Mooney, Becky	McNally, Michael	Waring, Craig
		Wilson II, James

Respectfully submitted,

Deborah J. McDonald
Hillsborough Town Clerk

TRANSFER STATION TONNAGE REPORT

Tonnage Report for Commodities
January 2016 - December 2016
All weights in tons unless otherwise noted

Month	Aluminum		Televisions	Commingle	Metal
	Cans	Cardboard	Monitors	Recyclables	
			[In Pounds]		
January	0.53		38	6.60	7.91
February	0.54		6,170	4.32	6.29
March	1.16	23.36		9.92	11.41
April	0.56		6,903	6.57	17.97
May	1.19			8.63	17.16
June	0.66	22.66	8,857	7.63	20.08
July	1.17		6,377	10.24	16.57
August	1.28			11.11	21.41
September	0.59	24.07	7,891	10.30	20.23
October	1.20			6.68	16.70
November	0.57		8,141	6.66	21.21
December	0.55	23.07		7.10	10.37
Total	10.00	93.16	44377.00	95.76	187.31

	Refrigeration		Demolition	Municipal
	Paper	AC Units		Solid Waste
January	6.79	38	23.60	156.43
February	9.22		20.06	111.27
March	9.42		47.94	140.17
April	5.10	47	57.22	149.22
May	4.43		64.00	151.34
June	13.79	52	68.14	159.55
July	9.40		47.91	160.92
August	3.96	76	67.63	166.90
September	9.03	68	76.32	162.18
October			57.37	148.57
November	19.82	77	63.56	157.49
December			29.41	134.98
Total	90.96	358	623.16	1799.02

Respectfully submitted,

Luke Leveque
Solid Waste Facility Manager

WATER & SEWER COMMISSIONERS REPORT

The year 2016 was an eventful one for the commission and its employees, beginning with a Town Meeting warrant article to dissolve the commission and turn the operation of the water and sewer systems over to the selectmen.

The commissioners would like to thank the voters for overwhelmingly deciding to keep the operation of the water and sewer systems under the direction of the commission. Since that vote the commission has attempted to address one of the main concerns that led to the proposed dissolution, making a concerted effort to improve upon communication with the Board of Selectmen, the system users and all residents.

In addition to communication, another impetus for the proposed dissolution of the commission was concern over the accessibility fees the commission instituted in 2015 for new water and sewer connections, and in particular how those fees would impact Saxon Partners proposed Weatherstone Crossing development on Antrim Road. Accessibility fees are one-time charges levied for a proportionate usage or increase in usage of the sewer system capacity. Once collected, the fees are used to fund capital improvements that will substantially benefit new capacity.

In 2016, after an analysis by the commissioners, the accessibility fees for new sewer connections were set at \$5 per gallon per day of flow as determined by the state's regulations for the design of septic systems. In response to strong criticism the commission last year voted to return the hook-up fees to prior levels and hire the engineering firm of Hoyle Tanner to prepare a study to determine what the fee structure should be.

The study, released in July, recommended a sewer accessibility fee of \$21.07 per gallon per day of anticipated flow based on the state's septic system design regulations. In July the commission presented the results of the study at a public forum, the purpose of which was to seek input from system users and residents on the extent to which the recommended fee structure should be implemented. The majority of input received at this meeting focused on ensuring that the Weatherstone Crossing development proceed, rather than the fee structure itself, the commission is planning on holding a second such meeting in early 2017 to focus solely on the proposed fee structure.

In addition to the vote to retain the water and sewer commission, the 2016 town meeting also included discussion regarding inequities in the sewer fees charged to restaurants. Regulations at that time required that restaurants with seating from 1 to 75 seats pay the same three billing unit sewer fee. In response the Commissioners, after a lengthy study, proposed a new billing format of one billing unit per 15 seats. The effect of this change is that the sewer bill for smaller establishments went down while some of the larger restaurants went up. Following an October 25th public hearing, at which no negative input was received, the new billing format was approved by the commission.

In addition to continued regular maintenance improvements of the water distribution system included valve repair and replacement on Henniker and Cross Streets, as well as continuation of the hydrant flushing program.

Repairs completed this year on the wastewater collection system include lining 1218 feet of main on Henniker Street at a cost of \$78,315 and 325 feet of main on Depot and Preston Streets at a cost of \$24,850; replacement of a fourteen foot deep sewer connection on West Main Street at a cost of \$11,465; and replacement of 80 feet of sewer line on Hoyt Lane at a cost of \$6,980.

The commission also contracted with Underwood Engineering to prepare a design for replacement of the aging sewer main on Bridge Street from Summer Street north to the Bear Hill Road/West Mill Street intersection. As this line is a six-inch diameter main, lining it in place, as was done this year on Henniker Street, is not an option; a new main must be installed, work that is tentatively slated for the summer of 2017.

The commission would like to congratulate Wastewater Treatment Facility Operator Paul Dutton for obtaining his Water Works Operator Grade 1A license from the state, and Wastewater Treatment Facility Assistance Operator Eric Edwards for obtaining his Wastewater Treatment Facility Operator Grade 1 license.

One of the main increases in the proposed 2017 budget is the restoration of a fourth employee to the department's staff; in addition to Dutton and Edwards the commission also currently employs Administrator Penny Griffin. The commission employed four persons from 2008 to 2009 but had left the fourth position unfilled following a resignation. With the modest economic rebound from the Great Recession and the anticipated commercial growth as a result of the Weatherstone Crossing project, the commission believes the time is right to return the staff to four.

In conjunction with other town departments, the commission in February began accepting payment of water and sewer bills via credit card.

As this time last year, the commission is still awaiting final approval of the long sought capacity increase for the WWTF from the current 475,000 gallons per day to 600,000 gallons per day. The proposed increase is currently under review by the Environmental Protection Agency in Boston.

As a reminder to residents, while the commission's sewer and water budgets are subject to approval by the voters at the annual town meeting, they are entirely funded through user fees and do not impact the community's tax rate. As always, we would like to thank our customers for their continued support, and we would also like to take this opportunity to thank our employees - Administrative Assistant Penny Griffin, WWTF operator Paul Dutton and WWTF assistant operator Eric Edwards for their continued efforts on behalf of the commission and the community.

The Water & Sewer Commissioners

Peter D. Mellen, Chairman
Herman Wiegelman
Christopher Sieg

WELFARE DEPARTMENT REPORT

The office of General Assistance exists to meet the Town of Hillsborough’s responsibility as outlined in RSA 165, which states “Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseer of public welfare of such town.” RSA165:1-I

The office also advocates for those having trouble negotiating the complicated process of applying for Unemployment, Fuel Assistance, Food Stamps, Section 8 and other programs which reduce the need for town financial involvement. The office assists in searches for more affordable housing, assists with and teaches people how to use the computer for online job searching and holds people accountable to put those skills to good use and show verifiable results. Budgeting assistance and education is also a large part of any appointment.

In 2016, this office saw the implementation of a new computer program for processing and tracking applications. The medical cost reduction of expanded Medicaid continued and once again, the early release Fuel Assistance (LIHEAP) funds helped to keep costs of direct assistance down. Other factors which positively impacted families and individuals in need of assistance include the availability of Emergency Solution Grant funds to help prevent homelessness and to help re-house those who have become homeless and the expansion of Riverbend and Grapevine services in Hillsborough.

We are fortunate to have so many other groups and foundations that help out our struggling neighbors throughout the year. From heating fuel to gasoline, toys and food for the holidays, our community works hard to give folks a leg up. If you are interested in finding out more about how you can help, please contact me.

Respectfully submitted,

Dana P. Brien
Welfare Administrator

Welfare Budget History							
2009		2010		2011		2012	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
\$257,242	\$179,983	\$209,186	\$149,302	\$179,649	\$169,720	\$168,029	\$146,789
2013		2014		2015		2016	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
\$160,636	\$162,270	\$155,073	\$167,030	\$168,634	\$138,475	\$174,256	\$145,464

YOUTH SERVICES & RECREATION REPORT

The Office of Youth Services provides programs and services aimed at preventing juvenile delinquency, reducing court involvement and empowering youth. The Office of Youth Services is committed to advocating for youth and seeks to offer programs and services that provide the quality of life of children and youth at risk in Hillsboro.

Youth Services Provided:

Juvenile Court Diversion ages (11 -16)
Young Adult ages (17-20) Court Diversion
Substance abuse education classes for teens & young adults
Project Genesis (Drop-in Teen Center)
Community Service & Restitution
Assessment, crisis intervention and educational programs for children & families

2016

Court Diversion Referrals	23
Number of Teen visits to Drop-in Teen Center (Project Genesis – Approx. 15 teens /night)	1733
Community Service hours completed by youth	2287

Juvenile Court Diversion

Hillsboro is one of 15 accredited Juvenile Court Diversion programs in the State of New Hampshire. Overall referrals to Juvenile Court diversion have been slowly declining over the last few years which has enabled us to work with a limited number of young adult diversion cases. The Hillsboro Police Department does everything possible to avoid having to saddle a young person with a criminal record. If the Police Prosecutor feels that a young person is a good candidate for diversion then we work with the HPD to figure out an alternative disposition to a criminal conviction.

OYS utilizes a group of Community Volunteers from the Greater Hillsboro area who serve as community diversion board members. These individuals donate their time by attending diversion hearings and assisting in the development of accountability contracts for youthful offenders. Since a community diversion program is only as good as its volunteers, I would like to thank the following individuals for their service on the community diversion board during the past year.

Michael Alder	Lisa Demers	Steve Waters
Linda Blake	Thomas Fournier	Victoria Wells
Mark Bodanza	Chuck Gaidas	Bob Woolner
Doris Beane	Bill Luce	Laurel Woolner
Cindee Carter	Virginia Luce	Paris Wells
Bob Charron	Sharon Otterson	
Fran Charron	Sylvia Pelletier	
Jay Crowley	Bill Ryan	
Barbara Currie	Sydnee Smith	
Don Decowski	Alan Urquhart	

***We always have volunteer openings for the juvenile diversion accountability board and invite anyone who has an interest in serving, to contact The Office of Youth Services for more information.**

Community Service:

The Office of Youth Services (OYS) is the primary source and coordinator of community service for young people in the Greater Hillsboro area. Youth Services assists adjudicated (court involved) youth, pre-adjudicated (involved in diversion) youth and high school students who need help completing their school community service obligations. OYS does group community service projects every Friday afternoon. Young people performed approximately 2287 hours of service in 2016. Meaningful community service is a way for young people to make a positive connection with their community and repair any harm done to the community by youthful offenders. Some of the community service projects that The Office of Youth Services was involved with during 2016 include but are not limited to:

Hillsboro Pride – Town-Wide Clean-up, Balloon Festival - Parking
Car Wash fundraisers, Shoveling Fire Hydrants Adopt-a-Highway & Trash pick-up,
Gables Building & Grounds Maintenance Project Genesis Teen Center – Cleaning & Repairs,
Hillsboro Police Dept. - Washing Cruisers Office of Youth Services Van – detailing,
The Hillsboro Wood Bank (6 cords cut & split)
Numerous deliveries of wood to needy residents in Hillsboro
Halloween Pumpkin Display Butler Park, Fuller Public Library – Misc Projects
Raking & Yard clean-up for seniors, The American Legion – recycling cans
Living History Event Hillsboro, Food Pantry – Raking & mowing
Hillsboro Clothing Closet – Moving and sorting clothing
Project Lift – Misc service projects, Manahan Park CIT Program

Youth Services Teen Volunteer of the Year

Emily Perry is this year's teen volunteer of the year. Emily accrued **324.75 hours** of community service attending weekly group community service on Fridays and working as a volunteer counselor at the Manahan Summer Day Camp. Many thanks to Emily for her service and we hope to have her as a paid staff member next summer.



Project Genesis Teen Center

The number of teens attending the Drop-in Teen Center (Project Genesis) has remained fairly consistent over the past 4-5 years with 1733 teen visits over the course of 2016. The average number of teens on any given night is around 15 with most teens staying approximately 3 hours. Teen Center hours are Mondays 2:30 - 8:00pm, Wednesdays 2:30 – 8:00pm and Fridays 5:00 - 9:00pm. Local churches provide healthy snacks for the teens and we regularly receive donations of clothing and yard sale items. The primary goal of the Teen Center is to give teens a safe and supervised place to socialize with friends and an alternative to wandering the community engaging in high risk activities. The popularity of the teen center is due in large part to the caring staff and volunteers. The teen center remains one of the best prevention activities in our community to reduce juvenile delinquency.

In 2016 the Office of Youth Services began offering a sampling of recreational programs and activities. This list continues to grow as the community changes and we look at ways to provide leisure and enrichment opportunities for the citizens of Hillsborough and Deering. Some of the activities we offered in 2016 were:

1. Youth Gun Safety Class
2. 1st Aid and CPR classes for youth.
3. Youth Bike Race
4. Alzheimer's Fun Run (Raised \$1000 for Alzheimer's Research)
5. Halloween Pumpkin Trail @ Butler Park (over 600



children)

6. We gave out numerous free tickets to a number of shows at the Verizon Wireless Arena
Courtesy of Leigh & Joyce Bosse
7. Manahan Beach Dance
8. Skateboard and Scooter competition
9. Couch to 5K walk, jog & running class (spring & fall)
10. Christmas Tree Bonfire @ Grimes Field
11. Project Crash/Fatal Reality at HDHS

Grimes Field Improvements

1. Landscaping/demolition of area where old bathrooms use to be.
2. Repair of the back corner of the ½ mile oval with the addition of drainage and fill
3. Repair of the little league entrance gate
4. New Security Surveillance system
5. Repair of the maintenance shed door
6. Repair of the cracks in Skateboard Park jumps
7. Resurfacing of the tennis, basketball and skateboard surfaces
8. The addition of an outside water fountain
9. The addition of a handicapped porta-potti
10. New Basketball rims & nets

Manahan Park Improvements

1. Painting of the beach house
2. Installed an epoxy textured surface of Pavilion Floor
3. Removal of hazard trees
4. The addition of a Summer Maintenance person
5. Installation of permanent moorings for rafts, swim lines and buoys
6. 5 new Kayaks donated by Hillsboro Lion Club
7. Lifeguard safety accessories and snorkeling equipment donated by Henniker Rotary Club

Manahan Summer Program

The institution of program fees for swimming lessons and summer day camp had a negligible impact on registrations and overall participation. We were able to recoup several thousand dollars towards the operation of these programs. No one was denied participation due to their inability to pay. Below are some of the participation statistics for 2016

Summer Day Camp 168 children attended Day Camp with an average of 65 children /day over the eight weeks camp

Swimming lesson - 159 children

Tennis Lessons - 40 children



The 2017 Youth Services & Recreation Budget

Both the Youth Services Budget and Parks & Recreation budget for 2017 remain relatively unchanged from last year. We have recommended that a warrant article be introduced to renovate the boat launch at Manahan Park and feel this expense is consistent with the spirit of the Manahan Park Trust Fund.

The Office of Youth Services & Recreation is located at 61 West Main Street in Hillsboro. Hours are generally 10:00 am – 6:00 pm, or by appointment. For more information about programs and services please call: **464-7985**.

Respectfully Submitted,

Peter D. Brigham M.S.
Director, Office of Youth Services



*Dana Brien, Nancy Torres, Laura Buono and Iris Campbell
Town Office helps out with the Halloween Pumpkin Display for Butler Park*

ZONING BOARD OF AJUSTMENT

The Zoning Board of Adjustment would like to thank John Segedy for his years of service to the town as a member of the ZBA. In November of 2016, the Board of Selectmen unanimously approved the appointment of Dana Brien to the ZBA. Dana is employed by the Town of Hillsborough and brings an abundance of municipal experience to the ZBA. We look forward to working with Dana.

2016 was a relatively quiet year for the ZBA. Throughout the year, the Board held three (3) Public Hearings and approved two (2) Variances:

- 1/11/2016 – Approved the Appeal of Brenda Dillon for a Variance to allow a “Wellness Center” offering wellness services and products. Property is located at 39 School Street (Tax Map 024, Lot 041).
- 1/11/2016 – Approved the Appeal of Ruth Towne to allow placement of a propane storage tank within the side setback of the property. Based on evidence and testimony presented at the public hearing, the ZBA determined that a propane storage tank was not subject to setback regulations and, therefore, a Variance was not required. Property is located at 31 Melody Lane (Tax Map 014, Lot 422).
- 10/17/2016 – Approved the Appeal of Paul Colburn for a Variance to allow the construction of a garage with a side setback of 19.5 feet and a rear setback of 9.0 feet. Property is located at 25 Morgan Road (Tax Map 20, Lot 31).

The ZBA meets regularly on the 2nd Monday of each month.

The ZBA would like to thank Robyn Payson, Planning Director, for the countless hours she spends assisting the Zoning Board of Adjustment.

Respectfully submitted,

Roger Racette

Roger Racette
Chairman, Hillsborough Zoning Board of Adjustment

ZONING AMENDMENTS

ARTICLE II General Provisions

§ 229-6. Definitions and Word Usage

For the purposes of this chapter, the word "shall" indicates a mandatory application, and the word "may" indicates a permissive application; the present tense includes the future; the singular includes the plural, and the plural includes the singular; the word "used" includes the words "designed," "arranged" or "intended to be used"; and the word "person" includes an individual, partnership, firm, association, corporation, proprietorship or organization.

Subject to the foregoing rules of construction, the following definitions apply to this chapter:

ABUTTER -- Shall have the same meaning as defined in RSA 672:3.

ACCESSORY BUILDINGS -- Additional buildings on a plot, apart from the primary dwelling or structure, for storing cars, boats, tools or other specialized purposes.

ACCESSORY USE -- A subordinate use of a premises which customarily is accepted as a reasonable corollary to the principal use thereof.

AGRICULTURE -- Shall be defined as in RSA 21:34-a II

AGRITOURISM -- Attracting visitors to a farm to attend events and activities that are accessory uses to the primary farm operation, including, but not limited to, eating a meal, making overnight stays, enjoyment of the farm environment, education about farm operations, or active involvement in the activity of the farm, including, but not limited to weddings and similar social events.

ANIMAL SHELTER -- Any premises used as a refuge established for the temporary care and holding of animals.

APARTMENT -- A single structure incorporating more than two dwelling units. This shall be interpreted to include condominiums, townhouses, garden apartments and the like.

ARTISTS' STUDIOS -- Spaces used by artists and artisans such as photographers, painters, sculptors, woodworkers, potters, weavers, or jewelers, for the creation of their products or the teaching of their skills. Artists' studios may also contain a small area devoted to the display and sale of the products produced.

AUCTION HOUSE -- Buildings principally used for the sale of new and/or used goods by means of a request or invitation for bids by a licensed Auctioneer, and related inside storage. "Goods" shall exclude livestock. Goods shall also exclude vehicles and/or machinery, except as incidental to an estate or foreclosure sale.

BAR -- An establishment where the sale and consumption of alcoholic beverages are the primary activities. under sixteen (16) years of age by someone other than a relative or legal guardian, which has been licensed or registered by a state licensing agency."

DAY CARE FACILITY, DOG -- A controlled and monitored environment in a structure or portion of a structure used for less than 24 hours per day on a regular or continuous basis for a group of 5-10 dogs to interact and play in an enclosed building or yard.

DENSITY -- The number of dwelling units or the number of individual lots for single-family homes which may be built upon a unit area of land. Density is calculated based on the zoning district in which the parcel is located, as well as the physical characteristics of the land which would preclude in total or in part the development of the parcel.

DRIVE-THROUGH FACILITY -- a structure or portion of a structure, which is designed to permit customers to receive products or services directly from a motor vehicle.

DRIVEWAY -- An area located on a lot, tract or parcel of land and built for direct access to a garage or off-street parking space, serving not more than two lots.

DWELLING UNIT -- One or more rooms arranged for the use of one or more persons living together as a single housekeeping unit, and having cooking, living, sanitary and sleeping facilities, but not including hotel, motel, tourist cabin (camp), lodging house, institutional home, residential club units or other similar commercial accommodations offered for occupancy.

DWELLING --A building used for living quarters, but not including mobile homes, trailers of any kind, hotels, motels, lodging houses, institutional homes, residential clubs, tourist camps, cabins, or other commercial accommodations offered for occupancy.

EASEMENT -- A right of use over the property of another

FAMILY -- One (1) or more persons living as a single housekeeping unit.

FARM -- Shall be as defined in RSA 21:34-a I

FARMERS' MARKET -- Shall have the same meaning as defined in RSA 21:34-aV The term “farmers’ market” means an event or series of events at which 2 or more vendors of agricultural commodities gather for purposes of offering for sale such commodities to the public. Commodities offered for sale must include, but are not limited to, products of agriculture, as defined in paragraphs I-IV. “Farmers’ market” shall not include any event held upon any premises owned, leased, or otherwise controlled by any individual vendor selling therein.

FLEA MARKET -- An outdoor sale at which new or secondhand articles are sold.**[Amended by the ATM 3-12-1991 by Art. 2]**

FRONTAGE -- That side of a lot abutting on a street and ordinarily regarded as the front of the lot. For a corner lot, half of the curve of the radius may be included in frontage.

FUNERAL HOME -- A building used for preparation of the deceased for burial, for display of the deceased and for ceremonies connected therewith before burial or cremation. A Funeral Home may contain a crematory as an accessory use only in a district in which a crematory is either a permitted use or a use permitted only by special exception.

LIGHT INDUSTRY -- An activity primarily concerned with the enclosed manufacturing, processing or warehousing of goods that employs no more than 30 persons, and that causes no traffic congestion, undue noise, vibration, odor or other nuisance and poses no hazard to public health or safety.

LIVESTOCK AUCTION -- The use of buildings and/or land for the selling of livestock by means of a request or invitation for bids by a licensed Livestock Dealer.

LOT, CORNER -- A lot situated at the intersection of two streets.

LOT -- An individually designated parcel of land

MANUFACTURED HOME SALES -- The use of any building, land area or other premises for the display and sale of manufactured or mobile homes.

MOBILE HOME or MANUFACTURED HOUSING -- shall have the same meaning as defined in RSA 674:31

MOBILE HOME PARK OR MANUFACTURED HOUSING PARK -- A parcel of land upon which mobile homes may be placed upon rented spaces.

MOBILE HOME SUBDIVISION OR MANUFACTURED HOUSING SUBDIVISION -- A subdivision occupied exclusively by mobile homes sited on individually owned lots, each of which complies with the minimum lot area and frontage requirement of this chapter.

MODULAR BUILDING -- Shall be as described in RSA 205:-C XI

MOTOR VEHICLE SALES -- The use of any building, land area or other premises for the display and sale of new or used automobiles, motorcycles, trucks, vans, trailers, farm machinery or recreational vehicles, and including any warranty repair work and other repair service conducted as an accessory use.

MOTOR VEHICLE SERVICE STATION AND REPAIR GARAGE -- Land or structures used for either or both the sale of petroleum products, motor fuel, oil or other fuel for the propulsion of motor vehicles; the maintenance, servicing, repairing or painting of vehicles.

MULTIFAMILY DWELLING -- Any building incorporating more than two dwelling units.

MUNICIPAL FACILITY -- Any utility, street, sidewalk structure, building or other facility owned and maintained by the Town of Hillsborough.

MUSEUM -- An institution for the acquisition, preservation, study and exhibition of works of artistic, historical or scientific value, which may include the sale of museum pieces, replicas and display-related articles, and food service for visitors, as accessory uses.

NET RESIDENTIAL DENSITY -- The maximum density allowed in a residential subdivision determined from the net area of the parcel that is available for residential development after deduction of vehicular rights-of-way and land not useable because of drainage, subsurface conditions, or other impediment, including, but not limited to, wetlands, floodplains, steep slopes, or ledges.

NIGHT CLUB -- An entertainment facility for dancing, concerts or other live performances, usually consisting of a bar or lounge and perhaps a restaurant.

§ 229-8. Building Height

Maximum height of all buildings shall not exceed fifty (50) feet above grade level. Steeples, cupolas, chimneys, antennas and other service appurtenances shall not be considered in determining height. Barns designated for livestock occupancy and silos where necessary to carrying on an agricultural operation are exempt from the height provisions of this chapter. [Amended 3-12-2013 ATM by Art. 3]

§ 229-9. Unsafe Buildings

Any building or structure determined to be unsafe by the Selectmen shall be repaired or demolished within 90 days of written notice of unsafe condition or such longer period as shall be set forth by the Selectmen. In the case where a building is demolished, the debris shall be removed, the cellar hole filled in and the area graded to blend with the surrounding area.

§ 229-10. Stream and Shoreline Protection [Amended TM 2015]

No building or impervious surface shall be located within 75 feet of the average mean high water level of any lake, pond or stream with a normal year-round flow. Boathouses are exempt from this provision. See Chapter 160 for the special two-hundred-foot setback from Loon Pond, and see § 229-36, Waterfront development, of this chapter, for additional regulations applicable to lots on lakes and ponds.

§ 229-11. Outdoor Sales

[Added 3-12-1991 ATM by Art. 2]

A. Flea markets, yard sales and other similar types of outdoor sales shall not be conducted for more than three consecutive days, after which all evidence of sale and merchandise shall be removed.

B. Such sales shall not exceed a total of five days in any fourteen-day period.

§ 229-12. Modular Building -- A Modular Building shall adhere to the requirements of RSA 205C. Modular Buildings may be used for Commercial, Residential or Accessory uses. Modular Buildings require a Building Permit and must meet all Town Code requirements prior to receiving a Certificate of Occupancy.

§ 229-13. Recreational Camping Permit: Property Owners [Added TM 2015]

A "Recreational Vehicle" may be stored unoccupied in the Rural and Residential districts on the property of the Recreational Vehicle owner in the Town of Hillsborough for any period of time without a permit.

The Board of Selectmen, through the Building Inspector may issue a permit to any property owner to accommodate him/herself or nonpaying guests on their property to reside in a single "Recreational Vehicles" as defined in RSA 216-I:1 VIII for a period not exceeding 90 days in any one year.

Each Recreational Vehicle to be occupied shall demonstrate that proper sanitary facilities are available, as determined by the Building Inspector/Health Officer and all applicable health, life safety codes are met. No unit may be used for permanent dwelling at any time.

§ 229-14. - Accessory Dwelling Unit (In-Law Apartments) [Added TM 2015]

A secondary dwelling unit which is accessory and subordinate to a permitted primary one-family dwelling unit and which consists of a kitchen/kitchenette area combined with no more than two bedroom(s), a bathroom and optional living room/dining area. The ADU is located in a shared area of the primary dwelling structure that is separate from the primary kitchen and bedroom areas of the permitted one-family dwelling.

Provisions: An ADU is allowed with the following provisions:

An ADU is allowed only in one-family dwellings.

An ADU is not allowed in two- or multifamily dwellings or in any nonresidential uses.

An ADU is not allowed as a freestanding detached structure or as part of any structure which is detached from the principal dwelling.

The owner shall not separately lease both the primary dwelling unit and the “Accessory Dwelling Unit” at the same time.

The front face of the principal dwelling structure is to appear as a one-family dwelling after any alterations to the structure are made to accommodate an ADU. Any additional separate entrances must be located so as to preserve the appearance of a one-family dwelling.

At least one common interior access between the principal dwelling unit and an ADU must exist. A second means of egress from an ADU must exist and be located at the side or rear of the structure, and must remain accessible.

Separate utility service connections and/or meters for the principal dwelling unit and an ADU shall not exist. (This does not preclude using a type of zoned heating/cooling system for an ADU different from the type for the primary dwelling unit.)

Off-street parking shall be provided to serve the combined needs of the principal dwelling unit and an ADU. There shall not be a separate driveway for the ADU.

The gross living area (GLA) of an ADU shall not be less than 350 square feet and shall not exceed 50% of the principal structure or 1,000 square feet, whichever is less. The above-grade GLA of the principal dwelling shall not be reduced to less than 850 square feet in order to accommodate the creation of an ADU.

A building permit for an ADU must be approved and issued prior to the construction of an ADU.

The house number for the ADU shall be the same as that of the primary dwelling, and there shall not be a separate mailbox for the ADU.

Multiple ALUs are not permitted on any property.

An ADU shall not be considered to be an additional dwelling unit for the purposes of determining minimum dimensional requirements of a principal dwelling lot. An ADU shall be allowed to exist in a principal dwelling on a legal nonconforming lot so long as all provisions of this article can be satisfied.

§ 229-15.

[Added 3-08-2016 ATM Art 2]

Technical Corrections: The Planning Board may, by majority vote, correct technical, typographical and non substantive errors and may reorder, renumber and correct cross reference information, where needed throughout this Ordinance.

ARTICLE III Use Districts

§ 229-16. Establishment of Districts

[Amended 3-11-2003 ATM by Art. 5; 3-14-2006 ATM by Art. 5]

The Town of Hillsborough is hereby divided into the following use districts:

Rural District

Residential District

Commercial District

Central Business District

Emerald Lake Village Residential District

Village Residential District

Lower Village Residential District

§ 229-17. Zoning Map; Boundaries

A. The location and boundaries of the districts are shown on the Town of Hillsborough Zoning Map, which is on file in the office of the Town Clerk. This map is hereby adopted and shall be known as the "Official Zoning Map of the Town of Hillsborough" and shall be certified by the Selectmen and the Town Clerk. The Selectmen and Town Clerk shall promptly and properly make all changes to the Official Zoning Map as may be affected by any amendment to this chapter.

B. Boundaries.

(1) Where a boundary follows a right-of-way or a watercourse, it shall be construed to be the centerline thereof.

(2) Where a boundary parallels the centerline of right-of-way or watercourse or a Town boundary, it shall be considered parallel to these features and at a distance indicated on the map.

§ 229-35. Signs

See Separate document page # 58

ARTICLE IX Administration and Enforcement

§ 229-59. Building Permits

[Amended 3-12-1991 ATM by Art. 2; 3-8-2005 ATM by Art. 5]

- A. Building permits required. Upon passage of this chapter, no person may commence excavation or construction for a new building or addition to an existing building until a building permit is issued by the Selectmen or their agent. This permit must certify that the proposed construction complies with the provisions of this chapter. For residential construction, an application for permit must be issued or denied within 30 days. For nonresidential construction, an application must be acted on within 60 days.
- B. Building permit fees. The Board of Selectmen is hereby authorized to establish reasonable building permit fees and to revise and amend those fees as necessary, provided that no fees may be established, amended or revised without a public hearing with 10 days' published and posted notice. Said notice shall contain a listing of all proposed fees. The Selectmen shall establish fees to sufficiently offset the administration and enforcement of the Building Code.
- C. Building permit applications. No application for a building permit shall be accepted or approved unless it is filed in writing on a form prescribed by the Selectmen, accompanied by the required permit fee and accompanied by whatever information, including drawings, the Selectmen may reasonably establish as necessary for the review of such applications.
- D. Stakes and markers. No applications for a building permit shall be approved until stakes or markers shall be fixed on the lot to indicate the location of lot lines and all corners of building(s), structure(s) and alterations proposed.
- E. Building Permit conditions. The Selectmen or duly authorized Building Inspector may attach conditions which they deem necessary to the enforcement of this chapter to the issuance of a building permit.
- F. Revocation of building permit. The Selectmen or duly authorized Building Inspector may suspend or revoke any building permit upon determining that the work or project in process is not in conformity with the permit as granted or is otherwise in violation of the terms of this chapter. In event of such suspension or revocation of a building permit, the work or project concerned shall immediately cease or legal action to enforce such cessation shall forthwith be taken by the Selectmen or duly authorized Building Inspector.
- G. The Zoning Board of Adjustment shall serve as the Building Code Board of Appeals
- H. A building permit for a building, structure, alteration or proposed land use or otherwise shall become void if the work is not substantially started and completed with all reasonable due diligence within 2 years. For new buildings, the commencement of work shall be considered to be the completion of the foundation.
- I. Renewal of building permit. A building permit under which work has commenced may be renewed for an additional year for a renewal fee to be established by the Selectmen as per Subsection **B** above.

ZONING

Table 4
Chart of Uses
Town of Hillsborough

P = Permitted use, S = Permitted by Special Exception,
C = Permitted as a Conditional Use. (#) = See Notes

<u>Uses</u>	<u>ZONING DISTRICTS</u>						
	<u>Rural</u>	<u>Residential</u>	<u>Village Residential</u>	<u>Emerald Lake Village Residential</u>	<u>Lower Village Residential</u>	<u>Commercial</u>	<u>Central Business</u>
<u>INDUSTRIAL USES</u>							
<u>Building and Service Trade</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Industry</u>				<u>S</u>	<u>S</u>	<u>P</u>	
<u>Junk Yard</u>							
<u>Light Industry</u>	<u>S</u>					<u>P</u>	<u>S</u>
<u>Sawmill</u>	<u>S</u>					<u>S</u>	
<u>INDUSTRIAL USES NOTES</u>							
<u>Uses</u>	<u>ZONING DISTRICTS</u>						
	<u>Rural</u>	<u>Residential</u>	<u>Village Residential</u>	<u>Emerald Lake Village Residential</u>	<u>Lower Village Residential</u>	<u>Commercial</u>	<u>Central Business</u>
<u>MISCELLANEOUS USES</u>							
<u>Agriculture</u>	<u>P</u>						
<u>Agritourism</u>	<u>P(1)</u>					<u>S</u>	
<u>Animal Shelter</u>	<u>S</u>					<u>P</u>	<u>P</u>
<u>Artists' Studios</u>	<u>P</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>P</u>	<u>P</u>
<u>Cemetery</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>		
<u>Daycare Facility Dog</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>P</u>	<u>P</u>
<u>Boarding Kennel</u>	<u>S</u>					<u>S</u>	
<u>Farm</u>	<u>P</u>					<u>S</u>	
<u>Veterinary Clinic/Animal Rehabilitation</u>	<u>P</u>					<u>P</u>	<u>P</u>
<u>MISCELLANEOUS USES NOTES</u>							
Subject to Change of Use and Site Plan Review							

Attachment 4:5

ARTICLE VI Special Regulations

§ 229-34. (Reserved)

Editor's Note: Former § 229-34, Parking, as amended 3-14-1989 ATM by Art. 2, was repealed 3-14-2006 ATM by Art. 4.

§ 229-35. Signs

A. Purpose and Intent

- 1) This Article is adopted for the regulation of signs within the Town of Hillsborough (the "Town") and is based on the compelling governmental interests of preventing hazards to vehicular and pedestrian traffic safety by controlling the number, location and placement of signs; providing easy recognition and legibility of permitted signs and uses and promoting visual order and clarity on the streets; facilitating efficient communication by implementing design criteria that produces signs which can be easily read, recognized, and without distracting elements; complementing the historic and scenic character of the Town; and supporting business and community vitality by informing the public of available goods, services and activities. Accordingly, this Article regulates the size, color, illumination, movement, materials, location, height and condition of all signs placed on private property for exterior observation.
- 2) Signs perform important functions that are essential for public safety and general welfare, including communicating messages, providing information about goods and services, orienting and directing people, and are a form of protected free speech under both the United States and New Hampshire Constitutions. It is the intent of this ordinance to provide a content-neutral regulatory scheme for the placement of signs consistent with the purpose of this ordinance to further public safety and general welfare.
- 3) This Article does not regulate every form and instance of visual communication that may be displayed anywhere within the Town. Rather, this Article is intended to regulate those forms and instances that are most likely to meaningfully affect one or more of the purposes set forth above.
- 4) This Article is not intended to and does not apply to signs erected, maintained, or otherwise posted, owned or leased by the State of New Hampshire (the "State"), the federal government or the Town. The inclusion of "government" in describing some signs does not intend to subject the government to regulation, but instead, helps illuminate the type of sign that falls within the immunities of the government from any regulations.

B. DEFINITIONS As used in this section, the following terms shall have the meanings indicated:

ANIMATED SIGN: The presentation of pictorials and graphics on signs displayed in a progression of frames which give the illusion of motion, including but not limited to the illusion of moving objects, moving patterns or bands of light, or expanding or contracting shapes.

AREA and HEIGHT: The area of the smallest rectangle or circle within which the entire sign can fit; excluding structural supports which do not contribute through shape, color, or otherwise to the sign's message; but including any separate surface, board, frame or shape on or within which the sign is displayed.

The height of a sign shall be measured to the highest point of the sign, including any structural or ornamental projections above the sign proper, from the average ground level above which the sign is located. For signs the components of which are painted or engraved on, or otherwise applied directly to a building or other structure, the sign area shall include any background of a different color, material or appearance from the remainder of the wall or structure, and shall in any event enclose all letters, figures, or representations related to the sign. The dimensions of a sign shall be the length and width of such a rectangle or the diameter of such a circle.

BUILDING FRONTAGE: The length of the exterior building wall or walls that is visible from a public street and runs parallel to said street. Further building frontage shall mean that side of the commercial building which runs along the primary public street access. In no instance shall this calculation be inclusive of more than one side of a commercial building.

CHANGEABLE COPY SIGN: A sign designed to allow the changing of copy through manual, mechanical, or electrical means. A CHANGEABLE COPY SIGN shall not be animated.

DILAPIDATED SIGN: A sign where elements of the display area or panel are visibly cracked, broken or discolored, where the support structure or frame members are visibly corroded, bent, broken, torn, or dented or where the message can no longer be read under normal viewing conditions.

FEATHER OR TEARDROP SIGN: A free standing flag not attached to any building in a shape similar to that of a feather or a teardrop.

GOVERNMENT SIGN: Shall mean a sign that is constructed, placed or maintained by the federal, state or local government or a sign that is required to be constructed, placed or maintained by the federal, state or local government either directly or to enforce a property owner's rights.

GROUND SIGN: A sign erected on a freestanding frame, mast or pole and not attached to any building.

GRANDFATHERED SIGN: Shall mean any nonconforming sign in any zone legally in existence prior to the enactment of this Article.

ILLUMINATION: The directing of light onto a sign, whether the light fixture is located on the ground or attached to the sign structure, or lighting of a sign from a light source internal to the sign itself

NAMEPLATE: A nonelectric sign, affixed to the facade of a building, identifying only the name and occupation or profession of the occupant of the premises on which the sign is located. If any premises includes more than one occupant, "nameplate" means all names and occupations or professions as well as the name of the building and directional information.

OFF-PREMISES SIGN: Any sign visible from a public right-of-way not located on the premises where the sign is installed and maintained.

ON-PREMISES SIGN: Any sign visible from a public right-of-way if located on the premises where the sign is installed and maintained.

PORTABLE SIGN: A sign that is not permanently affixed to a structure or the ground not to exceed fifteen (15) square feet in sign area per face may be located on any property for a maximum of 90 calendar days. Portable signs shall include but are not limited to signs mounted upon a trailer, bench, wheeled carrier or other non motorized mobile structure with or without wheels.

PREMISES: A lot or parcel and all of the buildings located thereon.

PROJECTING SIGN: A sign other than a wall sign which is attached to and projecting more than 18 inches from a building face or wall.

ROOF SIGN: A sign erected upon, against or directly above a roof or on the top or above the parapet of a building.

ROTATING SIGN: Any sign or portion of a sign which moves in any manner

SIGN: Shall mean a name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business. Signs located completely within an enclosed building, and not exposed to view from a street, is not considered a sign.

SIGN STRUCTURE: Any structure which supports or is capable of supporting a sign, including decorative cover. A sign structure may be a single pole and may or may not be an integral part of a building or structure.

TEMPORARY SIGN: Any banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood or other like materials and that appears to be intended or is determined by the Code Enforcement Officer to be displayed for a limited period of time. If the sign display area is permanent but the message displayed is subject to periodic manual changes, that sign shall not be regarded as a temporary sign.

WALL SIGN: Any sign attached to, painted on or erected against any wall of a building or structure so that the exposed face of the sign is on a plane parallel to the plane of the wall.

WINDOW SIGN: A sign located on a window, which is visible from the exterior.

C. General Provisions

1) Prohibited Signs

Signs are prohibited in all zoning districts unless:

- a) Constructed pursuant to a valid permit when required by this Article;
- b) Authorized under this Article; or
- c) Specifically exempted under this Article

2) Signs Authorized without a Permit

- a) Grandfathered signs shall be replaced within one (1) year of their discontinuance with a sign which does not exceed in size that which it replaces. A sign larger or less conforming in any other aspect shall require a variance from the Zoning Board of Adjustment. A nonconforming sign shall be allowed to continue in a nonconforming status until its use has been discontinued for a period of one year. At that time, it shall be removed promptly by the property owner. When replacing several signs, the total square footage of the new sign(s) shall not exceed the aggregate square footage of the sign(s) to be replaced. The number of replacement signs shall not exceed that of the grandfathered status and shall not be less conforming in any way.
- b) This Article does not apply to signs erected, maintained or posted by the State, federal or Town government, government signs which form the expression of the

government when erected and maintained in accordance with applicable law are allowed in every zoning district.

- c) Each property owner must mark their property using numerals that identify the address of the property so that public safety departments can easily identify the address from the public street. Unless otherwise required under this Zoning Ordinance or other law, the identification must be curbside and may be on the principal building on the property. The size and location of the identifying numerals and letters must be proportional to the size of the building and the distance from the street to the building. In cases where the building is not located within view of a public street, the identifier must be located on the mailbox or other suitable device such that it is visible from the street. Where a federal, State or local law requires a property owner to post a sign on the owner's property to warn of a danger or to prohibit access to the property either generally or specifically, the owner must comply with the federal, State or local law to exercise that authority by posting a sign on the property.
- d) The signs described in Section C (2)(a) – (d) of this Article are an important component of measures necessary to protect the public safety and serve the compelling government interest of protecting traffic safety, serving the requirements of emergency response and protecting property rights or the rights of persons on property.
- e) **Temporary Signs:**
 - 1. All Temporary Signs shall be securely constructed and properly secured, and shall be placed in such a location as to not endanger vehicular or pedestrian traffic by obscuring a clear view or by creating confusion with official street signs or signals.
 - 2. Temporary signs shall not be illuminated.

3) **Permit Application Process**

- a) No permanent sign shall be placed, erected, constructed or altered within the Town without a permit for such sign unless otherwise exempted.
- b) Application for a Sign Permit shall be made on blanks provided by the Office of the Selectmen and shall contain the following information:
 - 1. Name address and telephone number of the applicant as well as the name, address and telephone number of the land and/or building owner, if applicable.
 - 2. Location of the property where the sign is to be erected.
 - 3. Scaled drawing showing the position of the sign in relation to the streets, rights-of-way, buildings, etc.,
 - 4. Scaled drawing of the sign, including all alpha numeric text and images stating the colors to be used.
 - 5. Name address and telephone number of the firm or person erecting the sign.
 - 6. Written consent of the owner of the property if different than the applicant.
- c) It shall be the duty of the Selectmen or their designee to examine the Sign Permit application and corresponding plans and specifications for a proposed sign, and, if

necessary inspect the location for the sign within 15 days. If it shall appear that the proposed sign is in full compliance with all pertinent regulations, a permit shall be issued by the Selectmen. Upon reaching a decision, the applicant will be notified by the Selectmen. The permit shall expire within one year if the sign is not erected.

4) **Regulations Applicable to All Signs**

- a) No sign shall be placed in a manner that will endanger traffic by obscuring the view, by confusion with official signs, by glare or by flashing light, or by any other means.
- b) No sign shall use animated, moving, flashing images or text.
- c) No sign shall emit audible sound, noise, or visible matter.
- d) Every permanent sign shall conform to the setback provisions of the zoning district within which the sign is located.
- e) Portable signs are permitted provided that they comply with the location, size and use restrictions in this ordinance.
- f) The copy on any commercial sign may be substituted with noncommercial copy.
- g) Flags shall be exempt from this ordinance.
- h) Signs shall not be mounted on utility poles.
- i) Externally lighted signs shall be illuminated from the top only, and the lighting fixtures shall be fully shielded.
- j) Signs that are dilapidated or that advertise a business no longer conducted or a product or service no longer available shall be removed within one year.

5) **Directional Signs**

- a) In order to maintain public safety, temporary off-premise ground mounted commercial directional signs, relating to businesses within the Town of Hillsborough, are permitted in all zoning districts. Such signs shall have a maximum area of 6 sq. ft.. Commercial directional signs for any one business shall not exceed one (1) every one-quarter (1/4) mile length of road.
- b) Non-commercial ground mounted directional signs are also permitted within all zoning districts. Such signs will conform to the general signage requirements as to location and size as found in this Article.

D. SPECIFIC SIGN REGULATIONS BY DISTRICT

1) **Commercial District**

- 1. These regulations shall relate to commercial signage within the Commercial Zoning District.
- b) Permanent Signs:
 - 1. The maximum allowable total area for all permanent signs shall not exceed two square feet of sign area for every one lineal foot of building frontage. The term “building frontage” in this context shall mean that side of the commercial building

which runs along the primary street access. In no instance shall this calculation be inclusive of more than one side of a commercial structure.

2. Ground Signs: One ground sign is allowed per property. A property on a corner facing two or more streets may have two ground signs. The maximum height for a ground sign is 20 feet and the maximum area is 150 square feet [**Amended 3-12-2013 ATM by Art. 2**]
3. **Wall Signs: Wall signs are permitted. The maximum size height for a wall sign is 40% of the width of the wall on which it is placed. A wall sign shall not protrude above the wall on which it is located.**
4. Projecting Signs: Projecting Signs are permitted. This type of sign shall not project more than five feet from the supporting building façade. A minimum clearance of eight feet must be maintained between the sign and the finished grade. The maximum height for a projecting sign shall not exceed the height of the wall on which it is located.
5. Temporary Signs: Temporary signs are permitted subject to the requirements of Section C(2) (e) of this article.

2) Central Business District

1. These regulations shall relate to commercial signage within the Central Business District.
- b) Permanent Signs:
1. The maximum allowable total area for all permanent signs shall not exceed one square foot of sign area for every one lineal foot of building frontage. The term “building frontage” in this context shall mean that side of the commercial building which runs along the primary street access. In no instance shall this calculation be inclusive of more than one side of a commercial structure.
 2. Ground Signs: One ground sign is allowed per property. A property on a corner facing two or more streets may have two ground signs. The maximum height for a ground sign is 18 feet and the maximum area is 50 square feet [**Amended 3-12-2013 ATM by Art. 2**]
 3. Wall Signs: Wall signs are permitted. The maximum size for a wall sign is 40% of the width of the wall on which it is placed. A wall sign shall not protrude above the wall on which it is located.
 4. Projecting Signs: Projecting Signs are permitted. This type of sign shall not project more than five feet from the supporting building façade. A minimum clearance of eight feet must be maintained between the sign and the finished grade. The maximum height for a projecting sign shall not exceed the height of the wall on which it is located.

3) Residential Districts

- a. Home Businesses: Persons conducting an approved Home Business may further erect a single permanent sign not exceeding six (6) square feet in area.
- b. Non-commercial temporary signs are permitted in residential districts per C(2)(e) of this Article.

E. SEVERABILITY

The invalidity of any provision of this Ordinance shall not affect validity of any of the provisions. If any section, clause, provision, or portion of this ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such holding will not affect or impair any other section, clause, provision or portion of this ordinance.

F. ENFORCEMENT

The enforcement of this Sign Ordinance shall be the duty of the Selectmen or its duly authorized agent.

Town of Hillsborough



2016 Town Meeting Minutes

2016 TOWN MEETING MINUTES

At a legal meeting of the Town of Hillsborough, County of Hillsborough in said State, inhabitants qualified to vote in Town Affairs of said Town on the 8th of March 2016, at seven o'clock in the forenoon at the Hillsboro-Deering Middle School Auditorium, the Moderator called the meeting to order. Article One, election of officers through Article Ten were to be voted on by official ballot at the polls between seven o'clock in the morning through seven o'clock in the evening. Articles Eleven through Twenty-Nine were to be taken up 7:30 p.m. at the same auditorium

Article 1. The voters of Hillsborough proceed to ballot for one Selectman for three years, one Trustee of the Trust Funds for three years, two Trustees of the Fuller Public Library for three years, one Cemetery Trustee for three years, two Planning Board members for three years, one Planning Board member for one year, one Water and Sewer Commissioner for three years, one Supervisor of the Checklist for six years, one Town Moderator for two years, and all other necessary Town Officers or agents for the ensuing year.

Article 2. The Town voted to adopt Zoning Amendments as proposed by the Planning Board by adding to the General Provisions of the Zoning Ordinance a new 229-15 "Technical Corrections".

Technical Corrections: The Planning Board may, by majority vote, correct technical, typographical and non substantive errors and may reorder, renumber and correct cross reference information, where needed throughout this Ordinance.

Yes 458 No 133

Article 3. The Town voted to adopt Zoning Amendments as proposed by the Planning Board to delete the contents of section 229-12 "Private Sewer Systems" in its entirety and reserve the section.

Yes 299 No 259

Article 4. The Town voted to adopt Zoning Amendments as proposed by the Planning Board to delete in its entirety the content of Article XVI Interim Growth Management Ordinance of Emerald Lake Village District and reserve the section.

Yes 312 No 228

Article 5. The Town voted to adopt Zoning Amendments as proposed by the Planning Board to Amend the Zoning Map to change the Zoning designation of MAP 10 LOT 43; MAP 10 LOT 44; AND MAP 10 LOT 45 from the "Rural Zone" to the "Commercial Zone".

Yes 303 No 237

Article 6. The Town voted to adopt Zoning Amendments as proposed by the Planning Board to Amend Article II General Provisions 229-6, Definitions and Word Usage by deleting the current definition of "Change of Use" and adopting a new definition as printed in the 2015 Annual Report.

Yes 318 No 216

Article 7. The Town voted to adopt this Zoning Amendment as proposed by the Planning Board: Delete provision #4 in Home Occupation which states "The maximum gross vehicle weight for a Commercial Vehicle stored on the premises shall be 10,000 pounds.

Yes 307 No 262

Article 8. The Town voted to adopt Zoning Amendments as proposed by the Planning Board to amend Article II 229-6 Definitions “Home Business” by amending the current definition of “Home Business” to Remove “Special Exception” and insert “by right in accordance with Table 4 Chart of Uses and subject to “Change of Use” and “Site Plan Review” by the Planning Board”.

Yes 298 No 259

Article 9. The Town voted not to adopt Zoning Amendments as proposed by the Planning Board: Amend Table 4 Chart of Uses-Residential Uses-Central Business District Note (2) to read: “The conversion of any street level Commercial Unit in to a Residential Dwelling Unit is prohibited. Minimum Floor area for any Dwelling Unit on the second floor or above shall be 600 square feet.”

Yes 239 No 329

Article 10. The Town voted to adopt Zoning Amendments as proposed by the Planning Board: Amend Article VIII Board of Adjustment; section 229-50B Variances and C. Special Exceptions as printed in the 2015 Annual Report.

Yes 288 No 232

The 2016 Hillsborough Town Meeting was called to order at 7:30 p.m. by Moderator Russell Galpin. American Legion Post 59 posted the colors, while the residents stood at attention. Hillsboro-Deering High School Acappella Choral Group led by Mrs. Heidi Welch, sang the National Anthem.

Moderator Galpin welcomed the residents to the Town Meeting and gave the rules of order for the meeting. Mr. Galpin introduced the head table, Selectman James Bailey, Selectman Chairman Wendy Brien-Baker, Selectman Allan Urquhart, Town Administrator Laura Buono and Town Clerk Deborah J. McDonald.

Article 11. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted to raise and appropriate the sum of \$6,904,845.00 (Six Million Nine Hundred Four Thousand Eight Hundred Forty-Five Dollars) as a 2016 Operating Budget. This amount does not include amounts from any other warrant articles.

Mr. Urquhart moved and seconded by Mr. Bailey to have Article 26 considered before Article 12. The Town voted to move the article forward. See results of Article 26 below.

Article 12. Moved by Mr. Herman Wiegelman and seconded by Mr. Donald Solomon, the Town voted to raise and appropriate the sum of \$695,850.00 (Six Hundred Ninety-Five Thousand Eight Hundred Fifty Dollars) for the purpose of operating the Water Department during 2016. Of that sum \$695,850.00 (Six Hundred Ninety-Five Thousand Eight Hundred Fifty Dollars) is to come from Water Department income.

Mrs. Patricia Mathison moved and Mr. Wiegelman seconded to move to consider Article 27, before Article 13. The Town voted to move the article forward. Results can be seen below.

Article 13. Mr. Herman Wiegelman moved and Mr. George Arvanetaki seconded, the Town voted to raise and appropriate the sum of \$681,704.00 (Six Hundred Eight-One Thousand Seven Hundred Four Dollars) for the purpose of operating the Sewer Department during 2016. Of that sum \$681,704.00 (Six Hundred Eight-One Thousand Seven Hundred Four Dollars) to come from Sewer Department income.

Article 14. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted to establish a Capital Reserve Fund for the purpose of Parks Maintenance and Repairs and to raise and appropriate the sum of \$40,000.00 (Forty Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$40,000.00 (Forty Thousand Dollars) is to come from the General Fund Balance.

Article 15. Moved by Mr. Urquhart and seconded by Mrs. Brien-Baker, the Town voted to establish a Capital Reserve Fund for the purpose of Sidewalk Building, Maintenance and Repairs and to raise and appropriate the sum of \$30,000.00 (Thirty Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$30,000.00 (Thirty Thousand Dollars) is to come from the General Fund Balance.

Article 16. Moved by Mr. Bailey and seconded by Mrs. Brien-Baker, the Town voted to raise and appropriate the amount of \$265,000.00 (Two Hundred Sixty-Five Thousand Dollars) to be deposited in the following already established Capital Reserve Funds:

- Highway Department Equipment CRF \$35,000.00
- Smith House Building Maintenance & Repair CRF \$60,000.00
- Municipal Buildings Maintenance, Repairs & Upgrades CRF \$100,000.00
- Bridge Repairs CRF \$20,000.00
- Ambulance CRF \$50,000.00

Of that sum, \$265,000.00 (Two Hundred Sixty-Five Thousand Dollars) is to come from the General Fund Balance.

Article 17. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted to establish a Capital Reserve Fund for the purpose of Police Department Equipment and to raise and appropriate the sum of \$75,000.00 (Seventy-Five Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$75,000.00 (Seventy-Five Thousand Dollars) is to come from the General Fund Balance.

Article 18. Moved by Mr. Allan Urquhart and seconded by Mrs. Brien-Baker, the Town voted to raise and appropriate the non-lapsing sum of \$250,000.00 (Two Hundred Fifty Thousand Dollars) for the purpose of road work. This article to be non-lapsing until December 31, 2017.

Article 19. Moved by Mr. Bailey and seconded by Mr. Urquhart, the Town voted to establish a Capital Reserve Fund for the purpose of Transfer Station Department Equipment and to raise and appropriate the sum of \$25,000.00 (Twenty-Five Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$25,000.00 (Twenty-Five Thousand Dollars) is to come from the General Fund Balance.

Article 20. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted to authorize the Selectmen to enter into a 10 year lease purchase agreement containing a non-appropriation clause, in the amount of \$850,000.00 (Eight Hundred Fifty Thousand Dollars) for the purpose of purchasing a Ladder Truck for the Fire Department and to raise and appropriate the sum of \$98,944.00 (Ninety-Eight Thousand Nine Hundred Forty-Four Dollars) for the first year's payment for that purpose.

Article 21. Moved by Mr. Bailey and seconded by Mrs. Brien-Baker, the Town voted to establish a Capital Reserve Fund for the purpose of Cemetery Maintenance and Repairs and to raise and appropriate the sum of \$10,000.00 (Ten Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$10,000.00 (Ten Thousand Dollars) is to come from the General Fund Balance.

Article 22. Moved by Mr. Urquhart and seconded by Mr. Bailey, the Town voted not to raise and appropriate the sum of \$15,000.00 (Fifteen Thousand Dollars) to be used for a youth work and skills building program. Monies to be spent on developing paid work opportunities for "disenfranchised" and "at risk" youth with support from area businesses and individuals helping to defray costs. Of that sum, \$15,000.00 is to come from

the General Fund Balance. There was much discussion on this article, Moderator Galpin was unsure with voice vote and he requested a ballot vote and it was seconded. After ballot vote, the article did not pass.

Yes 40 No 62.

Article 23. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted to raise and appropriate the sum of \$9,000.00 (Nine Thousand Dollars) for the purpose of supporting senior trips. Of that sum, \$5,000.00 (Five Thousand Dollars) is to come from trip revenues.

Article 24. Moved by Mrs. Brien-Baker and seconded by Mr. Bailey, the Town voted not to raise and appropriate the sum of \$60,000.00 (Sixty Thousand Dollars) for the purpose of Building Bathrooms at Grimes Field. Of that sum, \$60,000.00 (Sixty Thousand Dollars) is to come from the General Fund Balance. After some discussion on this article, a voice vote defeated the article.

Article 25. Moved by Mr. Bailey and seconded by Mrs. Brien-Baker, to see if the Town will authorize the Selectmen to enter into a 5 year lease purchase agreement containing a non-appropriation clause, in the amount of \$246,000.00 (Two Hundred Forty-Six Thousand Dollars) for the purpose of purchasing new Air Packs for the Fire Department and to raise and appropriate the sum of \$51,945.00 (Fifty-One Thousand Nine Hundred Forty-Five Dollars) for the first years payment for that purpose. Of that sum, \$51,945.00 (Fifty-One Thousand Nine Hundred Forty-Five Dollars) is to come from the General Fund Balance. Fire Chief Kenneth Stafford spoke on the need of the Air Packs and answered any questions on this article. Mr. Thomas McClure made an amendment to the article to read that instead of \$51,945.00 for the first year's payment for that purpose, the Town would raise and appropriate the sum of \$111,945.00 to come from the General Fund Balance. Amendment was moved by Mr. McClure and seconded by Mr. Ernest Butler, amendment passed. The Town passed the article as amended, by voice vote.

Article 26. Moved by Mr. Urquhart and seconded by Mr. Bailey, the Town voted not to discontinue the water and sewer commissions, and vest in the Board of Selectmen all of the authority to manage and control the water and sewer systems provided for under RSA chapter 149-I and RSA chapter 38. Much discussion on this article and it was petitioned to go to ballot vote for the decision. Article was defeated by ballot vote.

Yes 21 No 132

Article 27. Moved by Mrs. Patricia Matheson and seconded by Mrs. Catherine Burnham, the Town voted to raise and appropriate the sum of \$8,000.00 (Eight Thousand Dollars) for the purpose of providing support for services for senior citizens to be provided by the Greater Hillsborough Senior Services through the Hillsborough Area Community Service Corporation. The article was submitted by petition and had some discussion.

Article 28. Moved by Mr. Jack Wells and seconded by Mrs. Rosemary Urquhart, the Town voted not to direct the Board of Water and Sewer Commissioners to create and implement a more equitable system of charging for sewer services by using the estimated amount of waste water processed for each property owner based on the metered, or estimated when necessary, clean water consumed as already in place by many other cities and towns in New Hampshire, to be fully implemented not later than January 1, 2018; and to hold at least three public hearings relating to this task prior to implementing any new sewer rate system, and to raise and appropriate from the Hillsborough Sewer Fund the sum of \$2,500 (Two Thousand Five Hundred Dollars) to offset the incidental costs for public notices, clerical and staff wages and for other assistance that may be necessary. Article was amended by Mr. John Segedy, which removed the wording from property owner to January 1, 2018. Amendment was moved and seconded and amendment passed by voice vote. The amended article which had been submitted by petition was defeated by voice vote.

Article 29. To transact any other business that may legally come before the meeting. Mr. Donald Solomon spoke saying what a good job the Hillsborough Town Employees did for this Town and we were lucky to have such good workers.

Post 59 and Officer Mark Philbrick retreated the colors.

The 2016 Hillsborough Town meeting was moved and seconded and voted in the affirmative, to adjourn at 10:37 pm.

A True Copy of Attest:

Deborah J. McDonald
Hillsborough Town Clerk

2016 TOWN MEETING MINUTES (Results of Article1 – voted on at the polls)

Selectmen for Three Years:

David Fullerton	281
Roberta H. Davidson	126
Larry Baker	230

Moderator for Two Years:

Russell S. Galpin	579
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Trustee of Fuller Public Library for Three Years (Two Positions):

Melinda S. Gehris	511
Benjamin J. Ainslie	375

Planning Board for Three Years (Two Positions):

Gary Sparks	385
Denise DeForest	357
Benjamin J. Ainslie	184

Planning Board for One Year:

John P. Segedy	191
Terry Cutter	452

Supervisor of the Checklist for Six Years:

Joyce Bosse	568
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Trustee of Trust Funds for Three Years:

Arthur Kaufman	549
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Water & Sewer Commissioner for Three Years:

Chris Sieg 576

Cemetery Trustee for Three Years:

Iris Campbell 600

SCHOOL OFFICIALS: (These results are Hillsborough only, Deering results are not included):

School Board Member at Large for Three Years:

James L. Fedolfi 204

Steven L. Hahn 273

John P. Segedy 124

Alicia M. Welch 53

School Board Member from Deering for Three Years:

Christopher M. Bober 486

Moderator for One Year:

Russell S. Galpin 597

A True copy of Attest:

Deborah J. McDonald
Hillsborough Town Clerk

Town of Hillsborough



Town Warrant & 2016 Town Budget

TOWN WARRANT
For the Town of Hillsborough
The State of New Hampshire

TUESDAY, MARCH 14, 2017
HILLSBORO-DEERING MIDDLE SCHOOL

TO THE INHABITANTS OF THE TOWN OF HILLSBOROUGH, IN THE COUNTY OF HILLSBOROUGH,
IN SAID STATE, QUALIFIED TO VOTE IN TOWN AFFAIRS:

You are hereby notified to meet at the Hillsboro-Deering Middle School in said Hillsborough, NH on Tuesday, March 14, 2017 at seven o'clock in the morning. Balloting on Article One, election of officers through Article Six will take place between seven o'clock in the morning through seven o'clock in the evening. Articles Seven through Twenty-Three will be taken up at 7:30 P.M.

Article 1

To choose Town Officers for the ensuing year.

Article 2

To see if the Town will vote to adopt zoning amendments as proposed by the Planning Board; to amend Article II General Provisions 229-6 Definitions and Word Usage and the Table 4 "Chart of Uses" under "Miscellaneous Uses" by deleting "Agricultural Operation" and adding "Agriculture, Agritourism, and Farming" with the same permissions as "Agricultural Operation" as printed in the 2016 Annual Report.

Article 3

To see if the Town will vote to adopt zoning amendments as proposed by the Planning Board; to amend Article II General Provisions 229-6 Definitions and Word Usage by adding "Modular Building" and its definition and designate section 229-12 under the General Provisions to "Modular Buildings" as printed in the 2016 Annual Report.

Article 4

To see if the Town will vote to adopt Zoning Amendments as proposed by the Planning Board; Replace the term "Accessory Living Unit" with "Accessory Dwelling Unit" as defined in RSA 674:71 and amend the number of bedrooms allowed under this ordinance to change from "one bedroom" to "no more than two bedrooms and a bathroom" as printed in the 2016 Annual Report.

Article 5

To see if the Town will vote to adopt Zoning Amendments as proposed by the Planning Board; To add the following language to letter H under ARTICLE IX Administration and Enforcement 229-59 Building Permits as printed in the 2016 Annual Report

"A building permit for a building, structure, alteration or proposed land use or otherwise shall become void if the work is not substantially started within 180 days as required in section 105.5 of the International Building Code or if the project is not completed with all reasonable due diligence within 2 years."

Article 6

To see if the Town will vote to adopt Zoning Amendments as proposed by the Planning Board; remove the language in all sections and subsections of ARTICLE VI Special Regulations 229-35. Signs and replace with new content neutral language as printed in the 2016 Annual Report.

Article 7

Shall the Town raise and appropriate the sum of \$7,056,530.00 (Seven Million Fifty-Six Thousand Five Hundred Thirty Dollars) as a 2017 Operating Budget? This amount does not include amounts from any other warrant articles. (Recommended by the Board of Selectmen)

Article 8

Shall the Town raise and appropriate the sum of \$722,620.00 (Seven Hundred Twenty-Two Thousand Six Hundred Twenty Dollars) for the purpose of operating the Water Department during 2016? Of that sum \$722,620.00 (Seven Hundred Twenty-Two Thousand Six Hundred Twenty Dollars) is to come from Water Department income. (Recommended by the Board of Selectmen)

Article 9

Shall the Town raise and appropriate the sum of \$680,354.00 (Six Hundred Eighty Thousand Three Hundred Fifty Four Dollars) for the purpose of operating the Sewer Department during 2016? Of that sum \$680,354.00 (Six Hundred Eighty Thousand Three Hundred Fifty Four Dollars) is to come from Sewer Department income. (Recommended by the Board of Selectmen)

Article 10

Shall the Town raise and appropriate the amount of \$525,000.00 (Five Hundred Twenty-Five Thousand Dollars) to be deposited in the following already established Capital Reserve Funds:

- Highway Department Equipment CRF \$35,000.00
- Ambulance CRF \$50,000.00
- Park Maintenance CRF \$40,000.00
- Sidewalks CRF \$30,000.00
- Municipal Buildings Maintenance, Repairs & Upgrades CRF \$100,000.00
- Police Department Equipment CRF \$125,000.00
- Bridge Repairs CRF \$60,000.00
- Transfer Station Equipment CRF \$25,000.00
- Fire Department Equipment CRF \$50,000.00
- Cemetery Maintenance CRF \$10,000.00

Of that sum, \$525,000.00 (Five Hundred Twenty-Five Thousand Dollars) is to come from the undesignated fund balance. (Recommended by the Board of Selectmen)

Article 11

Shall the Town raise and appropriate the non-lapsing sum of \$250,000.00 (Two Hundred Fifty Thousand Dollars) for the purpose of road work? This article is to be non-lapsing until December 31, 2018 (Recommended by the Board of Selectmen)

Article 12

Shall the Town raise and appropriate the sum of \$60,000.00 (Sixty Thousand Dollars) to deposit in the already existing Library Building Capital Reserve Fund? Of that sum, \$54,444.00 (Fifty Four Thousand Four Hundred Forty-Four Dollars) is to come from available monies in unrestricted Library Funds and \$5,556.00 (Five Thousand Five Hundred Fifty-Six Dollars) from the undesignated fund balance. (Recommended by the Board of Selectmen)

Article 13

Shall the Town raise and appropriate the sum of \$9,000.00 (Nine Thousand Dollars) for the purpose of supporting senior trips? Of that sum, \$5,000.00 (Five Thousand Dollars) is to come from trip revenues. (Recommended by the Board of Selectmen)

Article 14

Shall the Town vote to authorize the Selectmen to enter into a 5 year lease purchase agreement containing a non-appropriation clause, in the amount of \$275,000.00 (Two Hundred Seventy-Five Thousand Dollars) for the purpose of purchasing new Highway Department Truck and to raise and appropriate the sum of \$58,000.00 (Fifty-Eight Thousand Dollars) for the first years payment for that purpose? (Recommended by the Board of Selectmen)

Article 15

Shall the Town raise and appropriate the sum of \$35,000.00 (Thirty-Five Thousand Dollars) for the purpose of purchasing a truck for parks and recreation purposes? Of that sum, \$35,000.00 (Thirty-Five Thousand Dollars) is to come from the undesignated fund balance. (Recommended by the Board of Selectmen)

Article 16

Shall the Town raise and appropriate the amount of \$663,456.00 (Six Hundred Sixty-Three Thousand Four Hundred Fifty-Six Dollars) for the purpose of building sidewalks along NH Route 149? Of that sum, \$530,765.00 (Five Hundred Thirty Thousand Seven Hundred Sixty-Five Dollars) is to come from a Transportation Alternatives Program Grant and \$132,691.00 (One Hundred Thirty-Two Thousand Six Hundred Ninety-one Dollars) from the undesignated Fund Balance. (Recommended by the Board of Selectmen)

Article 17

Shall the Town vote to raise and appropriate the sum of \$70,000.00 (Seventy Thousand Dollars) for the purpose of constructing a building to house two (2) antique trucks at Kemp Park? Of that sum, \$35,000.00 (Thirty Five Thousand Dollars) is to come from donations raised by the Kemp Park Committee. This article is to be non-lapsing until December 31, 2018. (Recommended by the Board of Selectmen)

Article 18

Shall the Town vote to raise and appropriate the sum of \$2,500.00 (Two Thousand Five Hundred Dollars) for the purpose of town-wide beautification? Of that sum, \$2,500.00 (Two Thousand Five Hundred Dollars) will come from the Dana Crane Fund. (Recommended by the Board of Selectmen)

Article 19

Shall the Town vote to authorize the Library Trustees to withdraw \$15,000.00 (Fifteen Thousand Dollars) from available monies in unrestricted Library Funds to be spent for library purposes? (Recommended by the Board of Selectmen)

Article 20

Shall the Town vote to accept the donation of property (Land and Building) located at 601 Center Road a/k/a Tax Map 8 Lot 52 (Old Methodist Church)? (Recommended by the Board of Selectmen)

Article 21

Shall the Town 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 is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28.

Article 22

Shall the Town vote to raise and appropriate the sum of \$9,000.00 (Nine Thousand Dollars) for the purpose of providing support for services for senior citizens to be provided by the Greater Hillsborough Senior Services? (Not recommended by the Board of Selectmen) (By Petition)

Article 23

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

Given under our hands and seal this 14th day of February in the year of our Lord Two Thousand Seventeen.

Hillsborough Board of Selectmen

Alan Urquhart, Chairman
James Bailey III, Selectman
David N. Fullerton, Selectman

TOWN OF HILLSBOROUGH BUDGET

DEPARTMENT	2016 Budget	2016 Expended	2017 Budget	\$ Diff.	% Diff.
Administration	\$ 397,007	\$ 407,458	\$ 399,741	\$ 2,734	1%
Animal Control	\$ 16,316	\$ 12,329	\$ 10,009	\$ (6,307)	-39%
Audit	\$ 23,000	\$ 23,400	\$ 23,800	\$ 800	3%
Building Inspector	\$ 58,134	\$ 59,993	\$ 74,044	\$ 15,910	27%
Cemeteries	\$ 32,800	\$ 27,106	\$ 31,300	\$ (1,500)	-5%
Conservation Commission	\$ 11,879	\$ 11,735	\$ 11,454	\$ (425)	-4%
Debt Expense	\$ 142,835	\$ 126,031	\$ 97,732	\$ (45,103)	-32%
Dispatch	\$ 461,849	\$ 439,499	\$ 469,431	\$ 7,582	2%
Elections	\$ 9,880	\$ 11,977	\$ 4,615	\$ (5,265)	-53%
Emergency Management	\$ 11,615	\$ 9,754	\$ 11,065	\$ (550)	-5%
Fire Department	\$ 648,174	\$ 587,135	\$ 742,173	\$ 93,999	15%
Forest Fire	\$ 3,937	\$ 3,673	\$ 4,010	\$ 73	2%
General Government Buildings	\$ 56,452	\$ 57,778	\$ 56,224	\$ (228)	0%
Health Agencies	\$ 4,000	\$ 4,000	\$ 8,000	\$ 4,000	100%
Highway Department	\$ 1,190,451	\$ 1,050,550	\$ 1,146,832	\$ (43,619)	-4%
Insurance	\$ 192,500	\$ 160,957	\$ 172,500	\$ (20,000)	-10%
Legal	\$ 11,000	\$ 7,090	\$ 9,000	\$ (2,000)	-18%
Library (Incl. Building Expenses)	\$ 216,208	\$ 213,262	\$ 221,364	\$ 5,156	2%
Land Use & Economic Development	\$ 108,447	\$ 107,371	\$ 126,594	\$ 18,147	17%
Parks	\$ 64,602	\$ 59,536	\$ 63,609	\$ (993)	-2%
Patriotic Purposes	\$ 17,531	\$ 16,895	\$ 17,532	\$ 1	0%
Police Dept. (Incl. Building Expenses)	\$ 1,956,391	\$ 1,917,143	\$ 2,068,123	\$ 111,732	6%
Recreation (Manahan)	\$ 115,501	\$ 124,018	\$ 120,870	\$ 5,369	5%
Revaluation	\$ 65,000	\$ 62,031	\$ 78,000	\$ 13,000	20%
Other Culture & Recr. (Senior/Concerts)	\$ 10,700	\$ 5,266	\$ 5,502	\$ (5,198)	-49%
Street Lighting	\$ 52,500	\$ 54,568	\$ 55,000	\$ 2,500	5%
Tax Map (Other Gen. Govt.)	\$ 2,002	\$ 3,272	\$ 3,302	\$ 1,300	65%
Town Clerk/Tax Collector	\$ 167,695	\$ 157,299	\$ 169,161	\$ 1,466	1%
Transfer Station	\$ 530,283	\$ 485,283	\$ 539,611	\$ 9,328	2%
Welfare (General Assistance)	\$ 174,256	\$ 145,465	\$ 176,464	\$ 2,208	1%
Youth Services (Incl Bldg. Exp.)	\$ 151,900	\$ 135,967	\$ 139,469	\$ (12,431)	-8%
TOTAL OPERATING BUDGET	\$ 6,904,845	\$ 6,487,840	\$ 7,056,530	\$ 151,685	2%

WARRANT ARTICLES (Capital Outlay)	2016	2017	\$ Diff.	% Diff.
Library Bldg Capital Reserve Fund*	\$ 60,000.00	\$ 60,000.00	\$ -	
Ambulance CRF**	\$ 50,000.00	\$ 50,000.00	\$ -	
Road Construction	\$ 250,000.00	\$ 250,000.00	\$ -	
Building Maintenance CRF **	\$ 100,000.00	\$ 100,000.00	\$ -	
Senior Trips**	\$ 9,000.00	\$ 9,000.00	\$ -	
Fire Department Equipment CRF	\$ -	\$ 50,000.00	\$ 50,000.00	
Highway Department Equipment CRF**	\$ 35,000.00	\$ 35,000.00	\$ -	
Highway Truck Purchase **	\$ -	\$ 58,000.00	\$ 58,000.00	
Bridge Repair CRF**	\$ 20,000.00	\$ 60,000.00	\$ 40,000.00	
Senior Services (Petitioned Article)	\$ 8,000.00	\$ 9,000.00	\$ 1,000.00	
Transfer 2013/14 Library Budget Balance*	\$ -		\$ -	
Police Department Equipment CRF**	\$ 75,000.00	\$ 125,000.00	\$ 50,000.00	
Air Pack Lease Purchase	\$ 111,945.00	\$ -	\$ (111,945.00)	
Fire Truck Lease Purchase	\$ 98,944.00	\$ -	\$ (98,944.00)	
Parks Maintenance & Repairs CRF **	\$ 40,000.00	\$ 40,000.00	\$ -	
Cemetery Maint. & Repairs CRF **	\$ 10,000.00	\$ 10,000.00	\$ -	
Sidewalks CRF**	\$ 30,000.00	\$ 30,000.00	\$ -	
Sidewalk Project TAP **	\$ -	\$ 663,456.00	\$ 663,456.00	
Kemp Park Improvements	\$ -	\$ 70,000.00	\$ 35,000.00	
Downtown Beautification**	\$ -	\$ 2,500.00	\$ 2,500.00	
Parks Truck Purchase**	\$ -	\$ 35,000.00	\$ 35,000.00	
Transfer Station Equipment CRF **	\$ 25,000.00	\$ 25,000.00	\$ -	
Total Capital Outlay	\$ 922,889.00	\$ 1,681,956.00	\$ 724,067.00	78%
Less Offsetting Revenue **	\$ 576,944.00	\$ 1,325,956.00		
Net Capital Outlay	\$ 345,945.00	\$ 356,000.00		
Total Operating/Capital Budgets	\$ 7,250,789.50	\$ 7,412,529.51	\$ 161,740.01	2.23%

** Offsetting Revenues 2017	Tr. St & Hwy Equip	Building & Library CRF	Park Truck & CRF	Sidewalk TAP
	\$60,000	\$160,000	\$75,000	\$663,456
	Sidewalks & Bridges	Senior Trips	Kemp Park	Police Equip.
	\$90,000	\$5,000	\$35,000	\$125,000
	Cemetery CRF	Fire Eq & Ambulance	Downtown Beaut.	Total
	\$10,000	\$100,000	\$2,500	\$1,290,956

Town of Hillsborough



Town Budgets & Financial Records

DEBT ANALYSIS THROUGH 2022

Long Term Debt	Year	2016	2017	2018	2019	2020	2021	2022
Water Filtration	Balance	\$134,850	\$130,340	\$125,155	\$120,500	\$115,620	\$110,585	\$105,380
RDC-EXP 2024	Principal	\$100,000	\$99,000	\$98,000	\$97,000	\$95,000	\$94,000	\$93,000
NHMBB - 12C	Interest	\$34,850	\$31,340	\$27,155	\$23,500	\$20,620	\$16,585	\$12,380
Water Dept.		\$89,900	\$86,893	\$83,437	\$80,333	\$77,080	\$73,723	\$70,253
Town		\$44,950	\$43,447	\$41,718	\$40,167	\$38,540	\$36,862	\$35,127
Total Payment		\$134,850	\$130,340	\$125,155	\$120,500	\$115,620	\$110,585	\$105,380
Advest. Nov. 2004 Bond	Balance	\$162,151	\$137,464	\$133,526	\$129,326	\$120,126	\$116,126	\$112,126
Issue	Principal	\$125,000	\$105,000	\$105,000	\$105,000	\$100,000	\$100,000	\$100,000
Bank of New York	Interest	\$37,151	\$32,464	\$28,526	\$24,326	\$20,126	\$16,126	\$12,126
Total Payment		\$162,151	\$137,464	\$133,526	\$129,326	\$120,126	\$116,126	\$112,126
Water Main	Principal	\$84,000	\$90,000	\$90,000	\$91,000	\$86,000	\$86,000	\$86,000
Bank of New York	Interest	\$31,098	\$27,948	\$24,573	\$20,973	\$17,333	\$17,333	\$10,453
Total Payment		\$115,098	\$117,948	\$114,573	\$111,973	\$103,333	\$103,333	\$96,453
Fire Station Addition	Principal	\$15,000	\$15,000	\$15,000	\$14,000	\$14,000	\$14,000	\$14,000
Bank of New York	Interest	\$5,079	\$4,516	\$3,954	\$3,354	\$2,794	\$2,234	\$1,674
Total Payment		\$20,079	\$19,516	\$18,954	\$17,354	\$16,794	\$16,234	\$15,674
Sewer Refinance 1987	Principal	\$26,000						
Bank of New York	Interest	\$975						
Total Payment		\$26,975						
2010 Smith House	Balance	\$299,831	\$275,527	\$250,388	\$224,413	\$197,574	\$169,858	\$141,204
Loan #6000738498	Principal	\$24,304	\$25,139	\$25,975	\$26,839	\$27,716	\$28,655	\$29,608
Lake Sunapee Bank	Interest	\$9,724	\$8,889	\$8,053	\$7,188	\$6,312	\$5,373	\$4,420
Total Payment		\$34,028	\$34,028	\$34,028	\$34,027	\$34,028	\$34,028	\$34,028
2006 WTL Bond Issue	Balance	\$201,095	\$99,564					
Loan #51845704-18	Principal	\$101,531	\$99,564					
Santander Bank	Interest	\$7,479	\$3,118					
Total Payment		\$109,010	\$102,682					
Loon Pond ARRA Loan	Balance	\$64,533	\$52,096	\$39,417	\$26,510	\$13,373		
Project #1141010-01	Principal	\$12,457	\$12,679	\$12,907	\$13,137	\$13,373		
NHDES	Interest	\$1,156	\$933	\$706	\$475	\$239		
Total Payment		\$13,613	\$13,612	\$13,613	\$13,612	\$13,612		
Bible Hill ARRA Loan	Balance	\$94,046	\$89,418	\$84,647	\$79,728	\$74,656	\$69,426	\$64,035
Project #1141010-02	Principal	\$4,628	\$4,771	\$4,919	\$5,072	\$5,229	\$5,392	\$5,559
NHDES	Interest	\$2,919	\$2,776	\$2,627	\$2,475	\$2,317	\$2,155	\$1,988
Total Payment		\$7,547	\$7,547	\$7,546	\$7,547	\$7,546	\$7,547	\$7,547

Screw Pump Replacement	Balance	\$483,919	\$430,585	\$377,252	\$323,919	\$270,585	\$217,252	\$163,919
Loan #6000746040	Principal	\$53,334	\$53,334	\$53,334	\$53,334	\$53,334	\$53,334	\$53,334
Lake Sunapee Bank	Interest	\$12,959	\$11,463	\$10,011	\$8,544	\$7,085	\$5,604	\$4,144
Total Payment		\$66,293	\$64,797	\$63,345	\$61,878	\$60,419	\$58,938	\$57,478
UVARRA Loan	Balance	\$833,389	\$782,188	\$729,660	\$676,768	\$623,516	\$569,910	\$515,954
Project #1141010-03	Principal	\$8,655	\$20,282	\$21,463	\$22,671	\$23,905	\$25,168	\$26,459
	Forgiven	\$10,966	\$10,966	\$10,966	\$10,966	\$10,966	\$10,966	\$10,966
NHDES	Interest	\$31,580	\$21,280	\$20,463	\$19,615	\$18,735	\$17,822	\$16,877
Total Payment		\$51,201	\$52,528	\$52,892	\$53,252	\$53,606	\$53,956	\$54,302

DETAILED STATEMENT OF EXPENSES

Account Description	2016 Expended
Executive	
TO - Contracted Services	1,914.00
TO - Selectmen - Payroll	8,500.00
TO - Selectmen - FICA	527.00
TO - Selectmen - Medicare	123.25
TO - Advertisement	256.00
TO - Box Rent - Postal	84.00
TO - Computer Syst. & Support	24,743.44
TO - Town Clock Repairs	1,029.49
TO - Equipment Rental	1,617.96
TO - Equipment Repair	430.00
TO - Health Insurance	55,665.12
TO - Dental Insurance	3,823.44
TO - Longevity	1,750.00
TO - Mileage	619.39
TO - Miscellaneous Expense	2,593.29
TO - Office Equipment	9,119.00
TO - Office Supplies	5,260.06
TO - Payroll	233,037.75
TO - Payroll Overtime	122.70
TO - Postage	2,046.07
TO - Printing Costs	2,090.58
TO - Professional Dues	4,743.00
TO - Professional Publications	96.00
TO - Registry Copies	672.12
TO - FICA	14,706.50
TO - Medicare	3,439.20
TO - Telephone	11,926.18
TO - Training Costs	1,406.81
TO - Retirement (6%)	15,115.42
Executive Totals	407,457.77

Elections	
Elect - Advertising	252.00
Elect - Ballot Clerk/Moderator	860.00
Elect - Computer Software Support	225.00
Elect - Booth Set Up	450.00
Elect - Election Meals	1,657.94
Elect - Miscellaneous	243.17
Elect - Office Supplies	33.17
Elect - Payroll	4,131.61
Elect - Postage	20.10
Elect - Printing Costs	3,788.19
Elect - FICA	256.17
Elect - Medicare	59.92
Election Totals	11,977.27

Financial Administration	
Audit - Prof. Services	23,400.00
Financial Administration Total	23,400.00

Town Clerk/Tax Collector	
TC/TC - Postal Box Rental	138.00
TC/TC - Data Processing	5,128.94
TC/TC - Health Insurance	23,056.56
TC/TC - Dental Insurance	1,447.92
TC/TC - Longevity	2,000.00
TC/TC - Mileage	789.00
TC/TC - Office Equipment	699.99
TC/TC - Office Supplies	1,128.75
TC/TC - Payroll	92,004.98
TC/TC - Overtime	247.36
TC/TC - Postage	3,869.89
TC/TC - Printing Costs	1,387.47
TC/TC - FICA	5,815.73
TC/TC - Medicare	1,360.23
TC/TC - Training Costs	1,235.00
TC/TC - ICMA Retirement	6,241.57
TC/TC - Tax Lien Expense	10,747.84
Town Clerk/Tax Collector Totals	157,299.23

Revaluation	
Revaluation Appropriation	62,030.66
Revaluation Total	62,030.66

Legal	
Legal Fees	7,089.72
Legal Total	7,089.72

Land Use & Economic Development	
Advertisement	1,482.63
Legal Expense	4,721.29
Office Equipment and Supplies	2,667.00
Postage	1,016.60
Printing	28.00
Training	340.00
Computer	84.97
Membership and Dues (CNHRPC)	6,753.00
Mileage	222.16
Telephone	619.26
Master Plan Expenses	100.00
Economic Development	2,816.43
Community Marketing and Branding	9,782.39
Payroll	55,432.83
FICA	3,404.90
Medicare	796.42
Medical Insurance	15,850.32
Dental Insurance	1,252.98
Land Use & Economic Development Totals	107,371.18

General Government Buildings	
Comm. Bldg - Contracted Services	6,059.00
Comm. Bldg - Maintenance & Upgrades	538.70
Comm. Bldg - Regular Maintenance	2,721.16
Comm. Bldg - Electricity	4,642.85
Comm. Bldg - Equipment Purchase	8,420.00
Comm. Bldg - Fuel Oil	957.55
Comm. Bldg - Gasoline	10.63
Comm. Bldg - Janitorial Supplies	275.26
Comm. Bldg - Mileage	756.83
Comm. Bldg - Payroll	20,298.41
Comm. Bldg - FICA	1,257.97
Comm. Bldg - Medicare	294.12
Comm. Bldg - Water	345.77
Comm. Bldg - Sewer	360.00
Museum - Maintenance	1,166.00
Museum - Electricity	4,318.64
Museum - Propane	1,847.65
Museum - Telephone	1,425.91
Museum - Water	272.00

Museum - Sewer	360.00
Center Hillsborough Contracted Services	1,450.00
General Government Bldg. Totals	57,778.45

Cemeteries	
Cem - Major Maintenance Projects	630.63
Cem - Contract Costs	25,999.98
Cem - Electricity	205.10
Cem - Grass Seed, Etc.	269.20
Cem - Miscellaneous	0.93
Cemetery Totals	27,105.84

Insurance	
Ins. - LT Disability & Life	13,916.18
Ins. - Property & Liability	79,919.28
Ins. - Unemployment Compensation	7,155.70
Ins. - Workers Compensation	59,966.17
Insurance Totals	160,957.33

Other General Government	
Tax Maps - Professional Services	3,300.00
NSF Checks	-28.00
Other General Government Totals	3,272.00

Police Department	
Police - Advertisement	1,528.68
Police - Ammo/Handguns	16,541.87
Police - Box Rent - Postal	138.00
Police - Clothing Expense	14,712.02
Police - Computer Syst. & Support	26,434.95
Police - Contract Services	20,154.43
Police - Cruiser Expense	12,408.51
Police - Equipment Purchase	11,246.92
Police - Equipment Repair	456.41
Police - Gasoline	19,829.04
Police - Health Insurance	197,673.46
Police - Dental Insurance	15,520.90
Police - Longevity	4,144.54
Police - Investigative Aids	8,135.67
Police - Legal Publications	2,058.52
Police - Mileage	234.20
Police - Miscellaneous	486.00
Police - Firing Range Exp. & Maint.	238.08
Police - K9	2,557.30
Police - Office Equipment	395.00

Police - Office Supplies	3,694.80
Police - Payroll	910,374.15
Police - Payroll Overtime	147,524.62
Police - Payroll w/Holiday	20,600.61
Police - NH Retirement	266,017.16
Police - Postage	536.00
Police - Printing Costs	540.29
Police - Prisoner Expense	139.63
Police - Professional Dues	675.00
Police - Professional Publications	65.00
Police - Professional Services	500.00
Police - Radio Maintenance	201.00
Police - Safety Supplies	4,442.34
Police - FICA	4,305.60
Police - Medicare	15,717.70
Police - Special Investigations	695.61
Police - Telephone	30,075.08
Police - Tires	3,770.42
Police - Training Costs	19,978.48
Police - V.R. Cruiser	62,391.22
Police - ICMA Retirement	3,087.14
Police Station - Maintenance	11,996.09
Police Station - Contract Services	15,433.11
Police Station - Electricity	18,512.15
Police Station - Equip. Purchase	8,887.39
Police Station - Fuel Oil	7,691.23
Police Station - Janitorial Supplies	1,886.53
Police Station - Water	2,150.23
Police Station - Sewer	360.00
Police Department Totals	1,917,143.08

Fire Department	
Fire - Advertisement	20.00
Fire - Chemicals/Hazmat	528.50
Fire - Clothing Expense	3,084.72
Fire - Computer System & Software	4,571.09
Fire - Contracted Services	50,225.00
Fire - Equipment Purchases	14,100.87
Fire - Equipment Repairs	3,158.46
Fire - Fire Alarm Maintenance	5,381.46
Fire - Fire Prevention	2,435.50
Fire - Vehicle Fuel	3,657.65
Fire - Health Insurance	20,921.04
Fire - Dental Insurance	1,670.64
Fire - Longevity	500.00

Fire - Medical Expense	391.84
Fire - Miscellaneous	128.82
Fire - Office Equipment	2,288.76
Fire - Office Supplies	900.96
Fire - Payroll	115,053.72
Fire - Retirement	21,904.44
Fire - Postage	377.79
Fire - Professional Dues	785.00
Fire - Professional Publications	544.05
Fire - Radio Maintenance	9,297.47
Fire - Shoveling Hydrants	234.50
Fire - FICA	2,405.92
Fire - Medicare	1,648.67
Fire - Telephone	9,051.22
Fire - Training Costs	4,959.38
Fire - VR 59R1 Chief Cruiser	140.00
Fire - VR 59M1 - E1 Pumper (1993)	227.50
Fire - VR 59M2 E-One - 1989	122.50
Fire - VR 59K1 2002 Intl Tanker	227.50
Fire - VR 59U1 Utility	157.50
Fire - F350 Forestry	55.84
Fire - VR Miscellaneous	8,698.86
Fire Rescue - Uniforms	2,855.48
Fire Rescue - Equipment Purchase	2,330.98
Fire Rescue - Equipment Repairs	921.51
Fire Rescue - Fuel	6,037.97
Fire Rescue - Labor	213,773.46
Fire Rescue - Overtime	300.56
Fire Rescue - FICA	13,362.47
Fire Rescue - Medicare	3,125.12
Fire Rescue - Training	581.60
Fire Rescue - Vehicle Repair	3,521.43
Fire Rescue - Intercept Expense	11,625.00
Fire Rescue - Medical Supplies	5,489.92
Fire Station Maintenance	9,098.89
Fire Station Contract Costs	2,296.99
Fire Station Electricity	9,887.27
Fire Station Fuel Oil	9,644.68
Fire Station Janitorial Supplies	1,089.52
Fire Station Water	974.83
Fire Station Sewer	360.00
Fire Department Totals	587,134.85

Building Inspector - Health Officer	
Bldg Insp/Health - Health Insurance	11,740.95
Bldg Insp/Health - Dental Insurance	714.42
Bldg Insp/Health - Mileage	2,262.68
Bldg Insp/Health - Supplies	17.39
Bldg Insp/Health - Payroll	39,310.02
Bldg Insp/Health - Postage	86.61
Bldg Insp/Health - Dues	70.00
Bldg Insp/Health - FICA	2,393.74
Bldg Insp/Health - Medicare	559.91
Bldg Insp/Health - Telephone	300.00
Bldg Insp/Health - Training Exp.	525.00
Bldg Insp/Health - ICMA 401	2,012.21
Building Insp/Health Officer Totals	59,992.93

Forest Fire	
Forest Fire - Clothing Expense	149.90
Forest Fire - Equipment Purchase	847.30
Forest Fire - Payroll	2,498.07
Forest Fire - FICA	141.21
Forest Fire - Medicare	36.23
Forest Fire Totals	3,672.71

Emergency Management	
EM - Equipment Purchase	2,270.22
EM - Payroll	2,500.00
EM - Code Red	4,000.00
EM - FICA	93.00
EM - Medicare	36.25
EM - Telephone	841.25
EM - Training	13.58
Emergency Management Totals	9,754.30

Dispatch	
Dispatch - Clothing Expense	1,002.66
Dispatch - Computer Support	19,799.48
Dispatch - Contract Services	6,285.38
Dispatch - Electricity	1,840.62
Dispatch - Equipment Purchase	4,271.14
Dispatch - Medical Insurance	52,032.63
Dispatch - Dental Insurance	3,492.56
Dispatch - Longevity	1,894.62
Dispatch - Miscellaneous Expense	1,600.00
Dispatch - Office Equipment	283.43

Dispatch - Office Supplies	526.59
Dispatch - Payroll	276,931.91
Dispatch - Payroll Overtime	15,967.29
Dispatch - Payroll w/Holiday	8,952.10
Dispatch - Radio Maintenance	11,075.77
Dispatch - FICA	18,775.62
Dispatch - Medicare	4,391.48
Dispatch - Telephone	2,395.16
Dispatch - Training	2,052.44
Dispatch - Retirement	5,927.93
Dispatch Totals	439,498.81

Youth Services & Recreation	
YS - PO Box Rental	84.00
YS - Computer Systems	1,548.75
YS - Equipment Repair	480.94
YS - Health Insurance	15,497.04
YS - Dental Insurance	952.56
YS - Longevity	750.00
YS - Mileage	559.44
YS - Miscellaneous Expense	298.98
YS - Office Supplies	733.47
YS - Payroll	84,082.42
YS - Postage	12.98
YS - Diversion	353.39
YS - Substance Use Education	59.45
YS - Social Security (FICA)	5,230.15
YS - Medicare	1,223.23
YS - Telephone	2,449.61
YS - Vehicle Repair	377.17
YS - Retirement (6%)	3,965.03
Recreation Programs	1,226.13
61-63 W. Main St. - Maintenance	3,883.84
61-63 W. Main St. - Electricity	6,252.48
61-63 W. Main St. - Fuel Oil	1,933.56
61-63 W. Main St. - Propane	2,028.83
61-63 W. Main St. - Water	544.00
61-63 W. Main St. - Sewer	1,440.00
Youth Services Totals	135,967.45

Highway Department	
HWY - Advertisement	136.00
HWY - Building Maintenance	5,808.55
HWY - Chemicals/Paint	12,217.08
HWY - Clothing Expense	5,524.86

HWY - Cold Patch/Hot Top	2,597.22
HWY - Line Painting	16,909.10
HWY - Contract Blasting	1,750.00
HWY - Miscellaneous Projects	10,150.67
HWY - Roadside Mowing	6,500.00
HWY - Culverts	1,315.58
HWY - Diesel Fuel	28,128.62
HWY - Electricity	3,572.29
HWY - Equipment Purchase	9,752.37
HWY - Equipment Rental	9,411.75
HWY - Equipment Leases	116,318.80
HWY - Equipment Repair	12,110.84
HWY - Gasoline	566.59
HWY - Sand & Gravel	18,478.02
HWY - Hardware	4,407.61
HWY - Health Insurance	101,990.04
HWY - Dental Insurance	7,515.60
HWY - Longevity	4,500.00
HWY - Janitorial Supplies	7.58
HWY - Lubricants	3,214.92
HWY - Miscellaneous Expense	100.56
HWY - Gases (Oxygen, etc.)	342.69
HWY - Payroll	337,171.22
HWY - Payroll Overtime	40,628.91
HWY - Payroll w/Holiday	3,897.37
HWY - Plow Blades/Shoes	8,511.64
HWY - Prof. Svcs. Drug Testing & Phys.	329.50
HWY - Propane	2,221.30
HWY - Radio Maintenance	1,413.89
HWY - Salt	99,936.13
HWY - Signs	2,866.17
HWY - FICA	23,665.77
HWY - Medicare	5,534.85
HWY - Steel	409.05
HWY - General Supplies	1,703.78
HWY - Telephone	1,250.69
HWY - Tires	4,845.70
HWY - Training	50.00
HWY - VR #701 Pickup	2,077.98
HWY - VR #702 Volvo DT	4,528.36
HWY - VR #704 Int. Sander	1,588.54
HWY - VR #703 Chevy DT	226.55
HWY - VR #705 Int. DT	1,798.28
HWY - VR #707 Int. Sander	2,555.36
HWY - VR #706 Int. Sander	662.57

HWY - VR #710 JD Loader	3,973.21
HWY - VR #711 Grader	3,728.46
HWY - VR #712 JD Backhoe	552.62
HWY - VR #709 Water Truck	569.12
HWY - VR #708 Platform 4x4	1,099.92
HWY - VR #714 Chevy 1-ton	152.15
HWY - VR #713 Sidewalk Plow	2,413.54
HWY - VR #715 5-Ton DT	441.02
HWY - Water	272.00
HWY - Retirement (6%)	24,334.29
HWY - Labor Other Departments	-7,787.50
Road Side Maint. - Hot Top	47,100.00
Road Side Maint. - Sealing	40,000.00
Road Side Maint. - Equip. Rental	2,500.00
Highway Department Totals	1,050,549.78

Bridges	
Bridge Repair - Engineering	0.00
Bridges Total	0.00

Street Lighting	
Street Lighting - Electricity	53,685.31
Street Lighting - Miscellaneous	882.39
Street Lighting Totals	54,567.70

Solid Waste Disposal	
Landfill - Advertisement	140.00
Landfill - Bldg/Site Maintenance	4,558.08
Landfill - Clothing Expense	2,370.50
Landfill - Computer Systems	319.97
Landfill - Trash Hauling Contract	31,235.02
Landfill - Tipping Fees	86,624.59
Landfill - Metal Removal	-1,779.34
Landfill - Hauling - Aluminum	-1,923.60
Landfill - Recycling Tipping	10,951.60
Landfill - Brush Hauling/Removal	4,500.00
Landfill - E-Waste Recycling	9,066.30
Landfill - Demolition Removal	63,182.60
Landfill - Diesel Fuel	1,720.34
Landfill - Electricity	3,572.32
Landfill - Equipment Repair	825.00
Landfill - Gasoline	68.08
Landfill - Hardware	29.14

Landfill - Hazardous Waste	13,369.64
Landfill - Health Insurance	28,876.20
Landfill - Dental Insurance	2,540.16
Landfill - Longevity	2,000.00
Landfill - P & L Insurance	2,479.51
Landfill - Mileage	52.51
Landfill - Miscellaneous Expense	739.09
Landfill - Trash Bags	10,749.47
Landfill - Office Supplies	2,385.75
Landfill - Payroll	151,750.04
Landfill - Payroll Overtime	3,784.22
Landfill - Postage	0.34
Landfill - Professional Dues & Licenses	850.77
Landfill - Propane	1,337.23
Landfill - FICA	9,912.38
Landfill - Medicare	2,318.37
Landfill - Telephone	2,135.17
Landfill - Tires	1,800.00
Landfill - Heavy Equip. Repair	1,985.16
Landfill - Water	272.00
Landfill - Workers Compensation	5,322.21
Landfill - Retirement	6,333.65
Landfill - Contract Services	2,638.00
Landfill - Water & Gas Testing	16,190.50
Solid Waste Disposal Totals	485,282.97

Animal Control	
Animal Control - Contract Services	70.00
Animal Control - Equip. Purchase	9,359.00
Animal Control - Miscellaneous	40.00
Animal Control - Payroll	2,653.49
Animal Control - Medicare	167.46
Animal Control - Training	39.19
Animal Control Totals	12,329.14

Health Agencies	
Riverbend Community Health	4,000.00
Health Agencies Total	4,000.00

General Assistance Administration	
Gen. Assistance - Computer Sys/Sup	357.30
Gen. Assistance - Health Insurance	21,603.38
Gen. Assistance - Dental Insurance	1,670.64
Gen. Assistance - Mileage	468.13
Gen. Assistance - Office Supplies	523.32

Gen. Assistance - Payroll	44,109.69
Gen. Assistance - Postage	19.51
Gen. Assistance - Prof. Dues	30.00
Gen. Assistance - FICA	2,779.29
Gen. Assistance - Medicare	650.08
Gen. Assistance - Telephone	300.00
Gen. Assistance - Training Cost	155.00
Gen. Assistance - Retirement	2,955.50
Gen. Assistance Admin. Totals	75,621.84

General Assistance - Direct Asst.	
Gen. Assistance - Misc. Voucher	200.00
Gen. Assistance - Food Voucher	5,212.49
Gen. Assistance - Medical Voucher	644.36
Gen. Assistance - Rent Voucher	50,799.71
Gen Assistance - Heating Fuels	3,585.78
Gen. Assistance - Electricity	3,720.37
St. Joseph's Appropriation	5,680.00
Direct Assistance Totals	69,842.71

Parks	
Parks - Advertising	36.00
Parks - Athletic Programs	154.04
Parks - Athletic Equipment	34.91
Parks - Contract Plumbing	3,305.00
Parks - Electricity	2,752.57
Parks - Equip. Purchase	349.48
Parks - Equip. Repair	2,052.08
Parks - Gasoline	946.94
Parks - Hardware/Tools	150.73
Parks - Medical Insurance	1,533.28
Parks - Dental Insurance	103.20
Parks - Janitorial Supplies	401.45
Parks - Park Maintenance	8,524.56
Parks - Payroll	27,322.82
Parks - FICA	1,694.16
Parks - Medicare	396.22
Parks - Telephone	1,929.96
Parks - Water	5,267.17
Parks - Retirement 401	377.51
Parks - Sewer	212.00
Parks - Grimes Field Improvements	1,991.79
Parks Totals	59,535.87

Recreation	
Manahan - Programs	5,310.99
Manahan - Improvements	9,922.23
Manahan - Electricity	275.41
Manahan - Equip. Purchase	34.99
Manahan - Miscellaneous	2,558.43
Manahan - Park Maintenance	6,120.23
Manahan - Payroll	87,358.78
Manahan - Prof. Dues	300.00
Manahan - FICA	5,416.26
Manahan - Medicare	1,266.73
Manahan - Telephone	637.60
Manahan - Training	2,900.00
Manahan - Transportation (Field Trips)	1,916.70
Recreation Totals	124,018.35

Library	
Library - Clock Maintenance	300.00
Library - Books	12,000.00
Library - Computer Maintenance	1,000.00
Library - Computer Software Fees	1,000.00
Library - Health Insurance	28,669.56
Library - Dental Insurance	2,166.00
Library - Longevity	1,000.00
Library - Payroll	103,075.39
Library - Media	2,600.00
Library - Programs	1,000.00
Library - FICA	6,439.89
Library - Medicare	1,505.93
Library - Retirement	4,677.39
Library - Literacy Program Art.	13,500.00
Smith Mansion - Maintenance	1,340.13
Smith Mansion - Contracted Services	6,000.00
Smith Mansion - Electricity	26,355.23
Smith Mansion - Water	272.00
Smith Mansion - Sewer	360.00
Library Totals	213,261.52

Fireworks & Patriotic Purposes	
Fireworks	7,500.00
Patriotic Purposes - Flags	1,062.10
Police Town Event Details	8,148.00
Police Town Events - FICA	83.32
Police Town Events - Medicare	101.08
Fireworks & PP Totals	16,894.50
Other Culture & Recreation	
Senior Advisory Committee	1,516.62
Main St. Summer Concerts	2,765.37
Senior Van - Gasoline	984.04
Other Culture & Recreation Totals	5,266.03
Conservation	
Conservation Comm. - Cont. Serv.	8,085.85
Conservation Comm. - Miscellaneous	32.41
Conservation Comm. - Payroll	1,802.47
Conservation Comm. - Printing	395.00
Conservation Comm. - Dues	633.00
Conservation Comm. - FICA	113.73
Conservation Comm. - Medicare	26.61
Transfer To Conservation Fund	645.96
Conservation Commission Totals	11,735.03
Debt Service, Inc.	
Notes - Principal	98,639.66
Notes - Interest	27,391.74
Debt Services Total	126,031.40
Total Operating Budget	6,487,840.42

DETAILED STATEMENT OF REVENUE

	2016 Estimated	2016 Actual	2017 Estimated
TAXES:			
Yield Tax	\$13,500.00	\$23,562.57	\$22,000.00
Payment in Lieu of Taxes	\$1,334.00	\$1,352.94	\$1,352.00
Excavation Tax	\$1,365.00	\$1,401.00	\$1,400.00
Interest & Penalties on Delinquent Taxes	\$255,000.00	\$255,076.07	\$245,000.00
LICENSES, PERMITS & FEES:			
Business Licenses & Permits	\$700.00	\$660.00	\$700.00
Motor Vehicle Permit Fees	\$841,000.00	\$910,682.11	\$900,000.00
Building Permits	\$30,000.00	\$32,843.37	\$40,000.00
Other Licenses, Permits & Fees	\$5,000.00	\$4,353.50	\$4,500.00
STATE SOURCES:			
Meals & Rooms Tax	\$307,930.00	\$307,930.04	\$307,930.00
Highway Block Grant	\$174,650.00	\$174,649.60	\$174,649.60
State & Federal Forest Land Reimb.	\$1,604.00	\$1,603.92	\$1,604.00
Other (Incl. Railroad Tax)	\$15,500.00	\$27,408.17	\$20,000.00
From Other Governments	\$19,278.00	\$19,278.46	\$555,765.00
CHARGES FOR SERVICE:			
Income from Departments	\$575,000.00	\$713,292.72	\$650,000.00
Dispatch	\$ 86,551.68		
Police	\$82,579.85		
Fire	\$313,847.17		
Transfer Station	\$182,149.17		
Youth Services	\$2,450.53		
Parks	\$31,780.00		
Senior Services	\$3,461.62		
Land Use	\$3,130.00		
Welfare	\$7,280.16		
Highway Dept.	\$62.54		
MISCELLANEOUS REVENUES:			
Sale of Municipal Property	\$28,000.00	\$28,008.48	\$10,000.00
Interest on Investment	\$23,500.00	\$24,332.49	\$25,000.00
Other	\$18,000.00	\$15,127.23	\$105,000.00
INTERFUND OPERATING TRANS. IN			
From Sewer (Offsetting)	\$681,704.00	\$681,704.00	\$680,354.00
From Water (Offsetting)	\$695,850.00	\$695,850.00	\$722,620.00
From Trust & Fiduciary Funds			\$56,944.00
OTHER FINANCING SOURCES:			
Amount Voted from Fund Balance	\$556,945.00	\$556,945.00	\$698,247.00
Total Estimated Revenues	\$4,245,860.00	\$4,476,061.67	\$5,223,065.60

FINANCIAL REPORT

DECEMBER 31, 2016

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

February 14, 2017

Alan B. Urquhart, James C. Bailey, III, David N. Fullerton

Selectmen of Hillsborough, NH

General Fund	Assets	
Checking - Lake Sunapee Bank	5,222,449.57	
NH Public Deposit Investment Pool	24,890.37	
TD Bank-Certificate of Deposit	37,847.93	
Petty Cash	300.00	
Payroll Checking	1,112.60	
Total Cash		\$5,286,600.47
Taxes		
Property Taxes Receivable	1,244,805.81	
Unredeemed Receivable	1,156,943.16	
Yield Tax Receivable	4,521.93	
Water Receivable	54,303.16	
Sewer Receivable	50,502.38	
Allowance For Uncollectible & Elderly Lien	-280,000.00	
Total Tax Receivable		\$2,231,076.44
Due From Others		
Due From Project LIFT	802.52	
Due From Trust Fund	363,264.60	
Due From PD Revolving Fund	7,141.85	
Due From Manahan Trust	43,679.22	
Due From Water Fund	7,683.46	
Due From Sewer Fund	11,045.58	
Due From Rescue Billing Services	105,160.16	
Total Due From Others		\$538,777.39
Other Assets		
Pre-Paid Expense & Other Assets	424,746.63	
Total Other Assets		\$424,746.63
Total Assets		\$8,481,200.93

Accounts Payable	Liabilities	
Accounts Payable	134,468.59	
Employee Share - Health Insurance	-306.06	
Insurance - Aflac	-1,488.13	
Insurance - Reliance Standard	-414.53	
Insurance - Transamerica	-79.70	
Accrued Salaries & Benefits	70,910.00	
Emerald Lake Water Payable	10,718.45	
Emerald Lake Water Interest Payable	330.85	
Emerald Lake District Payable	81,781.95	
ELVD Property Tax Interest Payable	129.42	
YS - Special Projects	-494.38	
Franklin Pierce Restoration	88.43	
Historic Dist. Building Donations	202.30	
Local Education Tax Payable	4,044,681.85	
State Education Tax Payable	601,293.40	
Yield Tax Bond Payable	4,709.50	
Planning Engineering Studies	263.30	
Excavation Tax Bond Payable	374.00	
Total Accounts Payable		\$4,947,169.24
Due To		
Due to Conservation Fund	895.96	
Due To Capital Projects Non-lapsing	5,722.36	
Total Due To		\$6,618.32
Other Liabilities		
Tax Collector Deposit Overage-Shortage	-9.72	
Butler Park Renovations	343.92	
Partners Farm/Black Pond Brook Bond	25,000.00	
Deferred Revenue	4,257.64	
2006 DAR Collection	41.00	
Encumbrances	57,145.00	
Total Other Liabilities/Encumbrances		\$86,777.84
Total Liabilities		\$5,040,565.40
Total Fund Balance		\$3,440,635.53
Total Liabilities & Fund Balance		\$8,481,200.93

FULLER PUBLIC LIBRARY FINANCIAL REPORT

Fiscal Year Ended December 31, 2016

RECEIPTS

Book Sales	\$1,958.70
Cartridge Recycling Program	\$32.95
Copies & Faxes	\$1,486.65
Donations/Gifts	\$521.57
Fines	\$392.03
Grants	\$450.00
Lost or Damaged Books/Media	\$339.65
Museum Passes	\$99.75
New Books	\$1,038.68
NH Humanities Council	\$482.00
Nonresident Fees	\$1,164.00
Raffle	\$191.50
Refund	\$170.29
Reimbursement	\$441.00
Solomon Fund	\$250.00
Tote Bags/T-shirts	\$195.60
Town Appropriations	\$165,226.60
Transfers from NHPDIP	\$440,654.77
Transfers from Trust Funds	\$4,579.74
TOTAL RECEIPTS	\$619,675.48
Balance on hand Jan.1, 2016	<u>\$ 45,777.68</u>
	\$665,453.16

FULLER PUBLIC LIBRARY FINANCIAL REPORT

Fiscal Year Ended December 31, 2016

EXPENSES

FICA & Medicare	\$7,945.82
Health & Dental	\$30,835.31
Longevity	\$1,000.00
Payroll	\$102,868.08
Retirement	\$4,677.39
Adult Programs	\$147.69
Automated Library System	\$1,028.80
Bank Fees	\$48.00
Books	\$9,170.25
Building Project (2nd floor)	\$452,541.36
Children's Program	\$78.89
Clock Maintenance	\$250.00
Dues & Conference Fees	\$545.00
Electronic Materials	\$1,696.00
Equipment	\$60.26
Lost or Damaged Books/Media	\$51.98
Maintenance	\$345.00
Media	\$581.57
Microfilm/Digitization	\$4,247.22
Mileage	\$281.19
NH Humanities Council Programs	\$582.00
Passes	\$730.00
Periodicals	\$2,273.11
Postage & Delivery	\$336.07
Summer Reading Program	\$994.76
Supplies	\$2,718.96
Telephone	\$752.57
Workers' Comp	\$631.09
TOTAL EXPENSES	\$627,418.37
Balance on hand Dec. 31, 2016	<u>\$ 38,034.79</u>

FULLER PUBLIC LIBRARY ACCOUNTS WITH NH PUBLIC DEPOSIT INVESTMENT POOL

PROJECT LIFT

Beginning Balance	135,514.74
Contributions	100,153.92
Income Earned	755.80
Total Income	236,424.46
Withdrawals	72,000.00
Ending Balance	\$164,424.46

LIBRARY ACCOUNT

Beginning Balance	756,828.31
Contributions	5,447.79
Income Earned	3,196.53
Total Income	765,472.63
Withdrawals	446,102.56
Ending Balance	\$ 319,370.07

PROJECT LIFT EXPENSE / REVENUE REPORT

Revenue

Town of Antrim	\$	1,000.00
Town of Bennington	\$	400.00
Town of Deering	\$	400.00
Town of Frankestown	\$	200.00
Town of Hennicker	\$	350.00
Town of Hillsborough	\$	13,500.00
Town of Washington	\$	500.00
Ladies Benevolent Society	\$	40.00
Hillsboro-Deering School District	\$	12,174.50
Contoocook Valley School District	\$	8,156.00
Hillsboro Are Community Service Corp.	\$	250.00
NH Department of Education	\$	63,083.42
Longevity Refund	\$	<u>100.00</u>
Total	\$	100,153.92

Project LIFT Expenses

Dental	\$	744.72
Director Salary	\$	35,071.46
FICA	\$	2,682.92
Health Insurance	\$	10,476.67
Instructional Materials	\$	422.17
Life Insurance	\$	98.44
Office Supplies	\$	803.29
Mileage	\$	523.60
Retirement	\$	1,227.99
Student Support	\$	839.89
Teaching Staff	\$	15,778.97
TDS/Telecom	\$	<u>1,620.72</u>
Total	\$	70,290.84

TAX COLLECTOR'S REPORT SUMMARY OF TAX ACCOUNTS

Deborah J. McDonald - Tax Collector
Fiscal Year January 1 through December 31, 2016

DEBITS	2016	2015
Uncollected Taxes - Beg. of Fiscal Year		
Property Taxes		\$1,304,511.00
Yield Taxes		\$0.00
Water Taxes		\$78,712.08
Sewer Taxes		\$62,130.76
Emerald Lake Water		\$97,686.53
Current Use Tax		\$208.57
Taxes Committed to Collector		
Property Taxes	\$15,037,798.83	
Yield Taxes	\$23,562.57	
Current Use Taxes	\$500.00	
Water Taxes (2014 Delinquent)	\$97,961.68	
Sewer Taxes (2014 Delinquent)	\$89,897.19	
Emerald Lake Water	\$385,805.00	
Gravel Tax	\$1,401.00	
Interest & Cost After Sale		\$68,748.34
Interest (Delinquent Taxes)	\$17,060.49	\$39,191.56
Refunds	\$26,395.32	
Total Debits	\$15,680,382.08	\$1,651,188.84

CREDITS	2016	2015
Remitted to Treasurer During Fiscal Year		
Property Taxes	\$13,817,631.90	\$785,711.76
Yield Taxes	\$19,040.64	\$0.00
Water Taxes	\$44,470.77	\$28,861.07
Sewer Taxes	\$39,881.51	\$24,503.63
Emerald Lake Water	\$292,145.92	\$56,380.11
Current Use Tax	\$690.10	
Gravel Tax	\$500.00	\$208.57
Interest on Taxes	\$17,060.49	\$39,191.56
Interest & Cost on Tax Lien		\$68,748.34
Taxes Taken to Lien		\$640,894.36
Taxes Taken to Deed		
Abatements Allowed		
Property Taxes	\$413.22	\$5,555.86
Emerald Lake Water		\$1,047.11
Sewer Taxes		\$88.47
Gravel Tax	\$710.90	
Uncollected Taxes End of Fiscal Year		
Property Taxes	\$1,246,149.02	
Yield Taxes	\$4,521.93	
Water Taxes	\$53,490.91	
Sewer Taxes	\$50,015.62	
Emerald Lake Water	\$93,659.03	
Total Credits	\$15,680,382.08	\$1,651,188.84

SUMMARY OF TAX SALE/TAX LIEN ACCOUNTS

Deborah J. McDonald - Tax Collector
 Fiscal Year January 1 through December 31, 2016

	2015	2014	PRIOR
Tax Sale/Lien on Account of Levies			
Balance of Unredeemed Taxes Beginning of Fiscal Year		\$488,672.78	\$585,222.82
Taxes Sold/Executed to Town During Year	\$709,642.70		
Interest Collected After Sale/ Lien Execution	\$10,084.96	\$37,747.73	\$83,339.63
Total Debits	\$719,727.66	\$526,420.51	\$668,562.45

CREDITS	2015	2014	PRIOR
Remittance to Treasurer During Fiscal Year			
Redemptions	\$239,257.48	\$171,565.07	\$211,817.70
Interest & Cost After Sale	\$10,084.96	\$37,747.73	\$83,339.63
Abatements of Unredeemed	\$0.00	\$0.00	\$0.00
Deeded Property to Town	\$0.00	\$0.00	\$0.00
Unredeemed Taxes End of Year	\$470,385.22	\$317,107.71	\$373,405.12
Total Credits	\$719,727.66	\$526,420.51	\$668,562.45

STATEMENT OF TAX RATE SETTING

		2016 Tax Rate	2015 Tax Rate	Difference
Appropriations	9,205,288.00			
Less: Revenues	-3,691,415.00			
Less: Fund Balance Voted Surplus	-556,945.00			
Less: Fund Balance Reduce Taxes	-25,000.00			
Add: Overlay	52,480.00			
War Service Credits	168,500.00			
Net Town Appropriation	\$5,152,908.00	\$10.09	\$10.09	\$0.00
Regional School Apportionment	14,513,730.00			
Less: Adequate Education Grant	-5,259,321.00			
Less: State Education Taxes	-1,062,528.00			
Net Local School Appropriation	\$8,191,881.00	\$16.04	\$15.41	\$.63
State Education Taxes Assessment	\$1,062,528.00	\$2.25	\$2.37	-\$0.12
Due to County	\$583,681.00			
Less: Shared Revenue	0.00			
Net County Appropriation	\$583,681.00	\$1.14	\$1.18	-\$0.04
Combined Tax Rate		\$29.52	\$29.05	\$0.47
Total Property Taxes Assessed	\$14,990,998.00			
Commitment Analysis				
Total Property Taxes Assessed	\$14,990,998.00			
Less: War Service Credits	-168,500.00			
Add: Village District	185,742.00			
Total Property Taxes Commitment	\$15,008,240.00			
Town	510,681,003.00			
Net Assessed Valuation				
Emerald Lake District				
			Tax Rate	Commitment
Net Assessed Valuation	\$75,504,950.00		\$2.46	\$185,742.00

SUMMARY OF TOWN VALUATION

Total Taxable Land	\$145,463,578.00	
Total Taxable Buildings	\$330,636,100.00	
Public Utility	\$37,468,730.00	
Valuation Before Exemptions		\$513,568,408.00
Blind Exemptions	\$30,000.00	
Elderly Exemptions	\$2,252,850.00	
Solar Energy/Wood Heating	\$97,855.00	
Disabled Exemptions	\$506,700.00	
Total Exemptions		-\$2,887,405.00
Net Value for Tax Rate(Town, County & Local School)		\$510,681,003.00
Net Valuation for State Education Rate(Less: Public Utilities)		\$473,212,273.00
Emerald Lake Valuation		
Total Taxable Land	\$25,293,800.00	
Total Taxable Buildings	\$46,128,500.00	
Public Utility	\$4,548,900.00	
Valuation Before Exemptions		\$75,971,200.00
Disabled Exemptions	\$150,000.00	
Elderly Exemptions	\$316,250.00	
Total Exemptions		-\$466,250.00
Net Valuation for Tax Rate		\$75,504,950.00

TREASURER'S REPORT

Fiscal Year Ended December 31, 2016

General Fund

Opening Balances		January 1, 2016
Checking-Lake Sunapee Bank	\$5,082,087.33	
Payroll Checking-Lake Sunapee Bank	\$1,031.04	
Public Deposit Pool-General Fund	\$24,761.18	
Certificate of Deposit-TD Bank	\$37,817.69	
Petty Cash Accounts	\$300.00	
Total-Open Balances		\$5,145,997.24
Receipts		
Checking-Lake Sunapee Bank	\$19,578,112.79	
Payroll Checking-Lake Sunapee Bank	\$2,333,176.81	
Public Deposit Pool-General Fund	\$129.19	
Certificate of Deposit-TD Bank	\$30.24	
Petty Cash Accounts	\$0.00	
Total-Receipts		\$21,911,449.03
Disbursements		
Checking-Lake Sunapee Bank	\$19,437,750.55	
Payroll Checking-Lake Sunapee Bank	\$2,333,095.25	
Public Deposit Pool-General Fund	\$0.00	
Certificate of Deposit-TD Bank	\$0.00	
Petty Cash Accounts	\$0.00	
Total-Disbursements		\$21,770,845.80
Closing Balances		December 31, 2016
Checking-Lake Sunapee Bank	\$5,222,449.57	
Payroll Checking-Lake Sunapee Bank	\$1,112.60	
Public Deposit Pool-General Fund	\$24,890.37	
Certificate of Deposit-TD Bank	\$37,847.93	
Petty Cash Accounts	\$300.00	
Total-General Fund Cash		\$5,286,600.47

Conservation Fund

		January 1, 2016
NHPDIP Investment Account	\$83,225.93	
Income	\$16,334.11	
Disbursements	\$0.00	
Ending Balance - December 31, 2016		\$99,560.04

Hillsboro Senior Outings -Checking Account

		January 1, 2016
Checking-TD Bank	\$723.35	
Income	\$2,725.00	
Disbursements	\$2,838.00	
Ending Balance - December 31, 2016		\$610.35
This Account held by Treasurer for Senior Citizen Group		

Parks & Recreation Revolving Fund

		January 6, 2016
Checking-TD Bank	\$2,532.12	
Income	\$10,479.00	
Disbursements	\$9,982.00	
Ending Balance - January 5, 2017		\$3,029.12

Police Department Revolving Fund

		January 12, 2016
Checking-TD Bank	\$8,257.73	
Income	\$20,206.85	
Disbursements	\$20,292.34	
Ending Balance - January 11, 2017		\$8,172.24

Office of Youth Services

		January 1, 2016
Checking-TD Bank	\$17,150.17	
Income	\$2,043.00	
Disbursements	\$6,464.57	
Ending Balance - December 31, 2016		\$12,728.60

TRUSTEES OF TRUST FUNDS REPORT

Name of Fund	Purpose of Trust	How Invested	PRINCIPAL				INCOME					End Bal
			Begin	New Funds Created	Withdrawals	End	Begin Bal	Xfrs In	Earned	Expended	End Bal	Prin & Income
Cemetery	Perp Care	San 542	82902.43		82902.43	0.00	164.65		165.25	164.65	165.25	165.25
Els Dist Rd Upgr	Cap Res	San 550	16616.18	35000.00	15000.00	36616.18	3563.43		51.77		3615.20	40231.38
Bridge Repairs	Cap Res	San 569	60304.22	20000.00		80304.22	20269.07		177.28		20446.35	100750.57
Rescue Squad	Cap Res	San 577	2317.05			2317.05	20.18		4.66		24.84	2341.89
Hillsboro Hist Fund	Town	San 585	1337.20	200.00		1537.20	2.67		2.66	2.67	2.66	1539.86
Library Space Need	Library	San 593	29336.08			29336.08	5872.13		70.04	70.19	5871.98	35208.06
Ambulance Cap Res	Town	San 607	20546.00	50000.00		70546.00	8445.03		99.68		8544.71	79090.71
Town History Exp	Town	San 615	4314.17			4314.17	782.92		10.16		793.08	5107.25
Elvd Water Meter	Cap Res	San 623	48146.03			48146.03	684.11		97.26		781.37	48927.40
Maint Expend Fund	School Libr	San 631	333700.00		81500.00	252200.00	19627.28		635.45		20262.73	272462.73
Spec Educ Fund	Cap Res	San 658	250000.00	100000.00		350000.00	4783.93		606.63		5390.56	355390.56
Water Cap Res	Cap Res	San 666	85080.05	10000.00		95080.05	3182.83		194.11		3376.94	98456.99
Sewer Cap Res	Cap Res	San 674	170193.28	10000.00		180193.28	3744.39		364.79		4109.18	184302.46
Penstock Fd (Ps Co)	Conservatn	San 682	15000.00			15000.00	790.00		31.45		821.45	15821.45
Elvd Water Meter	Cap Res	San 690	0.00			0.00	0.00		0.00		0.00	0.00
Sewer Sludge C R	Cap Res	San 704	277627.21	40000.00		317627.21	1499.27		629.23		2128.50	319755.71
Sewer Inflow C R	Cap Res	San 712	185414.93	57500.00	92518.65	150396.28	689.45		374.70		1064.15	151460.43
Sewer Sys Impr	Cap Res	San 720	160000.00			160000.00	1149.34		321.00		1470.34	161470.34
Water Sys Impr	Cap Res	San 739	76664.45	10000.00		86664.45	332.81		171.66		504.47	87168.92
Sand Repl Cap Res	Cap Res	San 747	110000.00	30000.00		140000.00	497.67		275.04		772.71	140772.71
Cons Comm Mon Fd	Cap Res	San 755	2500.00			2500.00	15.03		5.00		20.03	2520.03
Elvd Wtr Surplus	Cap Res	San 763	22967.05		22137.87	829.18	159.19		42.43		201.62	1030.80
Smith House R&M Fd	Cap Res	San 801	108650.61	60000.00	8474.28	160176.33	320.05		251.91		571.96	160748.29
Elvd Meetinghouse	Cap Res	San 909	20000.00			20000.00	65.62		39.98		105.60	20105.60
Waterline Rehab	Cap Res	San 910	42000.00	70000.33		112000.33	100.40		189.71		290.11	112290.44
Uv Bulb Repl	Cap Res	San 911	3000.00	4000.00	5650.20	1349.80	7.37		4.81		12.18	1361.98
Municip Bdgs R&M	Cap Res	San 912	159251.61	100000.00	15039.26	244212.35	269.14		374.11		643.25	244855.60
Elvd Water Cip Fd	Cap Res	San 913	25000.00	50000.00	21038.31	53961.69	14.95		37.84		52.79	54014.48
Fire Dept Equip Fd	Cap Res	San 914	100000.00		48071.89	51928.11	66.92		111.31		178.23	52106.34
Hwy Dept Equip Fd	Cap Res	San 915	100000.00	35000.00	27904.00	107096.00	66.92		177.59		244.51	107340.51

Name Of Fund	Purpose of Trust	How Invested	PRINCIPAL				INCOME					End Bal
			Begin	New Funds Created	Withdrawals	End	Begin Bal	Xfrs In	Earned	Expended	End Bal	Prin & Income
Police Dept Equip	Cap Res	San 919	0.00	75000.00		75000.00	0.00		62.92		62.92	75062.92
Transfr Stn Equip	Cap Res	San 920	0.00	25000.00		25000.00	0.00		20.98		20.98	25020.98
Cemetery R&M	Cap Res	San 921	0.00	10000.00		10000.00	0.00		8.36		8.36	10008.36
Manahan Trust	Town	UBS 06	349513.21			349513.21	184897.04		33403.53	500.00	217800.57	567313.78
Hills Med Serv Tr	Scholarshp	UBS 09	200000.00			200000.00	16331.12	1000.00	14692.66	13050.00	18973.78	218973.78
S & G Smith Mem	Library	UBS 10	11732.96			11732.96	594.42		627.43	594.42	627.43	12360.39
Tingley Schol Fd	Scholarshp	UBS 11	2327.38			2327.38	127.42		141.17	100.00	168.59	2495.97
M Nelson Child Rec	Child Activ	UBS 12	3000.00			3000.00	3425.39		471.33		3896.72	6896.72
Etta Gile	Library	UBS 13	9503.73			9503.73	481.48		508.22	481.48	508.22	10011.95
J Simoes Schol	Scholarshp	UBS 14	3200.00			3200.00	173.25		195.16	100.00	268.41	3468.41
Em Barnes Schol	Scholarshp	UBS 15	36346.84			36346.84	2054.88		2194.78	2000.00	2249.66	38596.50
Humphrey Mem Rm	Library	UBS 16	4853.53			4853.53	245.89		259.55	245.89	259.55	5113.08
Nelson Libr Fd	Library	UBS 17	3792.71			3792.71	192.15		202.82	192.15	202.82	3995.53
Cn Murdough Mem	School Libr	UBS 18	572.05			572.05	240.52		59.61		300.13	872.18
Jm Kimball Mem	Libr Books	UBS 19	722.85			722.85	196.43		48.27		244.70	967.55
Peaslee Schol	Scholarshp	UBS 20	3635.04			3635.04	198.69		219.88	175.00	243.57	3878.61
Haslet Schol	Scholarshp	UBS 22	37003.11			37003.11	2232.63		2237.55	2200.00	2270.18	39273.29
CA Fox (Boys Activ)	Library	UBS 23	50651.09			50651.09	3850.43		3810.42	3850.43	3810.42	54461.51
Abney Simonds	Town	UBS 25	2660.00			2660.00	202.21		200.11	202.21	200.11	2860.11
Mark Fuller Lib	Library	UBS 26	1866.25			1866.25	94.55		99.80	94.55	99.80	1966.05
Inness Schol	Scholarshp	UBS 28	1133.52			1133.52	65.27		68.90	50.00	84.17	1217.69
Haslet Tr	Town	UBS 29	48338.58			48338.58	3674.63		3636.45	3674.63	3636.45	51975.03
Center School	School Libr	UBS 32	900.00			900.00	941.44		135.08		1076.52	1976.52
Old School Fund	Scholarshp	UBS 33	3771.17			3771.17	213.75		227.99	200.00	241.74	4012.91
Isabel Ward	Library	UBS 34	1000.00			1000.00	50.66		53.48	50.66	53.48	1053.48
T Henson Schol	Scholarshp	UBS 36	1800.00			1800.00	107.23		108.98	100.00	116.21	1916.21
S & G Smith Mem	Scholarshp	UBS 37	32238.00			32238.00	1764.80		1945.59	1700.00	2010.39	34248.39
Butler Park	Town	UBS 38	2769.44			2769.44	210.53		208.34	210.53	208.34	2977.78
Sarah Fuller Lib	Library	UBS 40	1000.00			1000.00	50.66		53.48	50.66	53.48	1053.48
Haslet Library	Library	UBS 41	2000.00			2000.00	101.33		106.95	101.33	106.95	2106.95
Woods / Bailey	Needy kids	UBS 43	3838.73			3838.73	3846.69		563.76		4410.45	8249.18

Name Of Fund	Purpose of Trust	How Invested	PRINCIPAL				INCOME					End Bal
			Begin	New Funds Created	Withdrawals	End	Begin Bal	Xfrs In	Earned	Expended	End Bal	Prin & Income
Sarah White	Library	UBS 46	27693.28			27693.28	1403.01		1480.92	1403.01	1480.92	29174.20
Sarah Grimes	Town	UBS 47	400.00			400.00	30.41		30.09	30.41	30.09	430.09
W&L Dubben Fd		UBS 51	10437.35			10437.35	793.43		785.19	793.43	785.19	11222.54
Gert Adams Fund	Scholarshp	UBS 62	13565.04			13565.04	746.78		819.39	700.00	866.17	14431.21
Coca Cola Sch Fd	Scholarshp	UBS 66	2135.35			2135.35	133.30		130.23	100.00	163.53	2298.88
Withington Award	Scholarshp	UBS 67	25000.00			25000.00	4062.67		1833.61	1650.00	4246.28	29246.28
Lila Murphy Schol	Scholarshp	UBS 70	423997.85			423997.85	36006.87		28953.68	34089.64	30870.91	454868.76
Dana Crane Fund	Scholarshp	UBS 95	100925.55	906.26		101831.81	49668.19		10129.60	4984.42	54813.37	156645.18
Gert Frederick Fd	Library	UBS 79	5625.00	1000.00		6625.00	281.87		350.36	281.87	350.36	6975.36
Cemetery	Perp Care	UBS 35	0.00	82902.43		82902.43	0.00		0.00		0.00	82902.43
Bernice Miller Lib	Library	UBS 44	267.06			267.06	13.53		14.28	13.53	14.28	281.34
E A Butler Schol	Scholarshp	UBS 45	11275.75			11275.75	629.18		681.03	600.00	710.21	11985.96
Hwy Dept Equip	Cap Res	San 915	100000.00	35000.00	27904.00	107096.00	66.92		177.59		244.51	107340.51
Hillsboro Ctr Pres	Cap Res	San 916	0.00	9090.00		9090.00	0.00		6.74		6.74	9096.74
Parks R&M	Cap Res	San 917	0.00	40000.00		40000.00	0.00		33.55		33.55	40033.55
Sidewalk Bdg.Mnt	Cap Res	San 918	0.00	30000.00		30000.00	0.00		25.17		25.17	30025.17
Hwy Dept Equip	Cap Res	San 915	100000.00	35000.00	27904.00	107096.00	66.92		177.59		244.51	107340.51
Center School	School Libr	UBS 32	900.00			900.00	941.44		135.08		1076.52	1976.52
			3954360.97	871696.59	420236.89	4489723.10	397521.48	1000.00	117364.90	74807.76	441078.62	4930801.72

**HILLSBOROUGH WASTEWATER TREATMENT FACILITY
REPORT OF THE TREASURER**

Lake Sunapee Bank (operating account)		
Balance 1/01/2016		\$271,288.88
2016 Lien Warrant = \$89,897.19 (\$85,123.51 inv & \$4,773.68 int thru 1/31/16)	\$89,897.19	
2016 Receivables Collected	\$17,613.74	
2016 Receivables Interest Collected	\$390.17	
2016 Receivables Collected	\$507,955.21	
2016 Receivables Interest Collected	\$1,285.63	
Credit Memos	\$5,901.31	
Accessibility Fees	\$7,500.00	
Misc.	\$28.78	
Checking Account Interest Earned	\$110.72	
Voided Check	\$4,450.74	
Due to Water	\$472.42	
Due From I/I Reduction Capital Reserve	\$120,596.49	
PDIP Funds to Transfer to I/I Reduction Capital Reserve	\$28,077.84	
Reimbursement for Expenses from Bear Brook Realty Escrow	\$4,450.11	
Total Income		\$788,730.35
2016 Operating Budget	\$595,949.66	
2016 Invoices pd in 2016	\$128,133.46	
Transfer Surplus Funds to NH PDIP	\$43,155.42	
Contribution to II Reduce Cap Reserve	\$35,577.84	
Voided Check	\$4,450.74	
Due to Water	\$479.54	
I/I Reduction Capital Reserve Paid Invoices	\$88,967.25	
Reimburse Expenses from Bear Brook Realty Escrow	\$4,450.11	
Total Disbursements		\$901,164.02
Balance as of 12/31/2016		\$158,855.21
Cash Register		
Beginning Balance 1/01/2016		\$100.00
Balance as of 12/31/2016		\$100.00
NH PDIP (investment account)		
Balance as of 1/01/2016		\$274,187.34
Interest Earned	\$1,494.09	
Transfer Surplus Funds to NH PDIP	\$43,155.42	
Contribution to II Reduce Cap Reserve	(\$28,077.84)	
Balance as of 12/31/2016		\$290,759.01

<u>Lake Sunapee Bank (Butler Street Sewer Line Replacement Project Retainage)</u>		
Balance as of 01/01/2016		\$4,948.09
Interest Earned	\$2.44	
Balance as of 12/31/2016		\$4,950.53
<u>Lake Sunapee Bank (Bear Brook Realty Escrow Account)</u>		
Balance as of 1/01/2016		\$0.00
Deposits	\$16,000.00	
Reimbursement Issued for Expenses	(\$4,450.11)	
Balance as of 12/31/2016		\$11,549.89

<u>Summary of Wastewater Treatment Funds Held</u>		
Lake Sunapee (operating account)		\$158,855.21
Cash Register		\$100.00
NH PDIP (investment account)		\$290,759.01
Lake Sunapee Bank (Butler Street Sewer Line Replacement Project Retainage)		\$4,950.53
Lake Sunapee Bank (Bear Brook Realty Escrow Account)		\$11,549.89
Total Funds Held as of 12/31/2016		\$466,214.64

HILLSBOROUGH WASTEWATER TREATMENT FACILITY FINANCIAL REPORT

WASTEWATER FUND

Lake Sunapee Bank	\$158,855.21
Cash Register	\$100.00
NH PDIP (investment account)	\$290,759.01
Lake Sunapee Bank (Butler St Sewer Line Replacement Prj Retainage)	\$4,950.53
Lake Sunapee Bank (Bear Brook Realty Escrow)	\$11,549.89
TOTAL CASH	\$466,214.64

ASSETS

OUTSTANDING INCOME

Uncollected Receivables	<u>\$110,249.66</u>
TOTAL ASSETS	\$576,464.30

HILLSBOROUGH WASTEWATER TREATMENT FACILITY DETAILED STATEMENT OF EXPENSES

ACCOUNT	EXPENDED AMOUNT
Advertising	\$275.50
Building Maintenance	\$13,009.02
Magnesium Hydroxide	\$0.00
Ferric	\$0.00
Chemicals	\$8,414.24
Chlorine	\$2,023.00
Clothing Expenses	\$1,177.28
Computer	\$938.43
Contract Mowing/Clearing	\$1,263.33
Contract Services	\$4,434.30
Electricity	\$49,319.58
Engineering	\$26,135.93
Equipment Purchase	\$595.47
Equipment Rental	\$193.38
Equipment Repair	\$13,085.70
Oil-Heating/Generator	\$3,899.81
Gasoline	\$1,432.86
Health Insurance	\$39,757.80
Dental Insurance	\$3,001.32
Life & Disability Insurance	\$783.72
Paving	\$0.00
Property & Liability Insurance	\$3,668.00
Debt Service Interest	\$12,941.01
Janitorial Supplies	\$383.18
Lab Fees	\$3,158.00
Lab Supplies	\$6,691.33
Legal Fees	\$858.25
Lubricants	\$231.65
Miscellaneous Expense	\$443.20
Office Supplies	\$962.60
Payroll	\$115,636.89
Payroll Overtime	\$13,867.52
Holiday Pay	\$1,314.25
Plant Operations	\$1,284.94
Postage	\$1,106.98
Debt. Principal	\$53,333.32
Printing Costs	\$197.00
Professional Publication	\$32.50

Propane	\$1,007.94
Safety Supplies	\$110.04
Sewer Piping	\$0.00
FICA	\$8,027.06
Medicare	\$1,877.16
System Repair	\$38,806.26
System Maintenance	\$52,176.57
Telephone	\$2,987.01
Tool Purchase	\$305.34
Training Cost	\$212.50
Transfer Out	\$0.00
Truck	\$810.32
Worker's Comp.	\$2,002.71
Refunds	\$0.00
Trans. Tax Collector	\$0.00
Snow Removal	\$0.00
ICMARC Retirement	\$7,490.21
Emergency CAP Reserve	\$10,000.00
Sludge CAP Reserve	\$40,000.00
I/I Reduce CAP Reserve	\$50,000.00
Total Expenses	\$601,664.41

HILLSBOROUGH WATER TREATMENT FACILITY REPORT OF THE TREASURER

Lake Sunapee Bank (operating account)		
Balance 01/01/2016		\$319,738.61
2016 Lien Warrant = \$97,961.68 (\$92,962.22 inv & \$4,999.46 int thru 1/31/16)	\$97,961.68	
2015 Receivables Collected	\$22,918.80	
2015 Receivables Interest Collected	\$543.44	
2016 Receivables Collected	\$562,072.38	
2016 Receivables Interest Collected	\$1,248.65	
Credit Memos	\$3,479.25	
Accessibility Fees	\$7,500.00	
Misc.	\$852.08	
Emerald Lake Water Purchase	\$537.13	
Checking Account Interest Earned	\$107.40	
Water Filtration Grant	\$15,966.24	
Due from Water UV Bulb Capital Reserve	\$5,650.20	
Due to Tax Collector	\$365.00	
Due to Sewer	\$593.00	
PDIP funds transfer to Line Rehabilitation Capital Reserve	\$32,500.33	
Total Income		\$752,295.58
2016 Operating Budget	\$683,340.48	
2015 Invoices pd in 2016	\$99,253.18	
Transfer Surplus Funds to NH PDIP	\$120,485.43	
Contribution to Line Rehabilitation Capital Reserve	40,000.33	
Due from Water UV Bulb Capital Reserve	\$5,650.20	
Due to Sewer	\$593.00	
Due to Tax Collector	\$365.00	
Total Disbursements		\$949,687.62
Balance as of 12/31/2016		\$122,346.57
Petty Cash		
Beginning Balance 01/01/2016		\$100.00
Balance as of 12/31/2016		\$100.00
NH PDIP (investment account)		
Balance as of 01/01/2016		\$352,367.78
Interest Earned	\$2,226.17	
Deposits	\$120,485.43	
Contribution to Line Rehabilitation Capital Reserve	(\$32,500.33)	
Balance as of 12/31/2016		\$442,579.05

<u>Lake Sunapee Bank (2012 Water Treatment Plant Project Retainage)</u>		
Balance as of 01/01/2016		\$5,384.11
Interest Earned	\$1.80	
Close Retainage Account	(\$5,385.91)	
Balance as of 12/31/2016		\$0.00
<u>Summary of Water Treatment Funds Held</u>		
Lake Sunapee Bank (operating account)		\$122,346.57
Cash Register		\$100.00
NH PDIP (investment account)		\$442,579.05
<u>Lake Sunapee Bank (2012 Water Treatment Plant Project Retainage)</u>		\$0.00
Total Funds Held as of 12/31/2016		\$565,025.62

**HILLSBOROUGH WATER TREATMENT FACILITY
FINANCIAL REPORT**

WATER FUND

ASSETS

Lake Sunapee Bank	\$122,346.57
Petty Cash	\$100.00
NH PDIP (investment account)	<u>\$442,579.05</u>
TOTAL CASH	\$565,025.62

OUTSTANDING INCOME

Uncollected Receivables	<u>\$119,960.21</u>
TOTAL ASSETS	\$684,985.83

HILLSBOROUGH WATER TREATMENT FACILITY DETAILED STATEMENT OF EXPENSES

ACCOUNT	EXPENDED AMOUNT
Advertising	\$259.50
Building Maintenance	\$382.01
Chlorine	\$2,380.00
Chloramine	\$0.00
Ammonium Sulfate	\$2,030.55
Clothing Expenses	\$1,177.26
Computer	\$1,285.16
Contract Mowing/Clearing	\$631.67
Contract Services	\$61,517.26
Electricity	\$17,247.01
Engineering	\$4,980.00
Equipment Purchase	\$633.97
Equipment Rental	\$0.00
Equipment Repair	\$716.10
Gasoline	\$1,432.85
Health Insurance	\$10,628.28
Dental Insurance	\$835.32
Life & Disability	\$152.16
Paving	\$2,011.07
Property & Liability Insurance	\$228.50
Debt. SVC Interest	\$97,335.03
Janitorial Supplies	\$28.73
Lab Supplies	\$3,111.69
Legal Fees	\$110.00
Lubricants	\$0.00
Miscellaneous Expense	\$573.12
Office Supplies	\$792.56
Payroll	\$31,882.50
Payroll Overtime	\$1,725.07
Holiday Pay	\$0.00
Plant Operations	\$922.96
Postage	\$1,261.91
Potassium Hydroxide	\$6,612.55
Debt SVC Principal	\$278,366.41
Printing Costs	\$336.90
Professional Dues	\$795.00
Professional Publication	\$32.50
Propane	\$3,641.58

Safety Supplies	\$239.20
FICA	\$2,083.90
Medicare	\$487.48
State W. Main Street Project	\$0.00
System Repair	\$24,805.25
System Maintenance	\$22,545.03
Telephone	\$2,696.06
Tool Purchase	\$0.00
Training Cost	\$597.50
Transfer Out	\$0.00
Truck	\$730.09
System Parts	\$23,042.31
Lab Fees	\$6,931.00
Worker's Comp.	\$271.22
Refunds	\$0.00
Trans. Tax Collector	\$0.00
Snow Removal	\$0.00
ICMARC Retirement	\$1,724.12
Emergency Capital Reserve	\$10,000.00
Sand Replacement Capital Reserve	\$30,000.00
System Imp. Capital Reserve	\$10,000.00
Line Rehab Capital Reserve	\$15,000.00
UV Bulb Capital Reserve	\$2,000.00
Total Expenses	\$689,210.34