

# *Town of Hillsborough, NH*



## *2023 Annual Report*

*Photo for the cover, taken by Matthew Gallo  
John Butler Smith Mansion home of Fuller Public Library  
2023 NH Library of the Year!*

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## ***MUNICIPAL SERVICES DIRECTORY***

<b>Building Inspector/Code Enforcement</b> .....	603-464-3877 ext. 259
<b>Community Planning</b> .....	603-464-3877 ext. 227
Monday – Thursday 9:30 a.m. to 3:00 p.m.	
<b>Fire Department</b> .....	603-464-3477
<b>Health Officer</b> .....	603-464-3877 ext. 259
<b>Highway Department</b> .....	603-464-3877 ext. 253
<b>Library</b> .....	603-464-3595
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.	
<b>Planning Board</b> .....	603-464-5378 ext. 227
Meetings are held on the First & Third Wednesday at 7:00 p.m.	
<b>Police</b> .....	603-464-5512
<b>Selectmen</b> .....	603-464-3877 ext. 221
Meetings are held on the Second & Fourth Tuesday	
Open Session 6:00 p.m. to 6:15 p.m. or by appointment. Please call the Town Office.	
<b>Supervisors of the Checklist</b> .....	603-464-3877 ext. 221
<b>Town Administrator</b> .....	603-464-3877 ext. 222
<b>Town Clerk/Tax Collector</b> .....	603-464-3877 ext. 224
Monday – Friday 9:00 a.m. to 4:30 p.m.	
Tuesday 9:00 a.m. to 6:30 p.m. Last Saturday of every month 10:00 a.m. to 11:30 a.m.	
<b>Town Office</b> .....	603-464-3877 ext. 221
Monday, Wednesday & Thursday – 8:00 a.m. to 4:30 p.m.	
Tuesday - 8:00 a.m. - 6:30 pm	
Friday - 8:00 a.m. to noon	
603-464-4270 Fax                      E-Mail: <a href="mailto:hillsboro@hillsboroughnh.net">hillsboro@hillsboroughnh.net</a>	
Web Site: <a href="http://www.town.hillsborough.nh.us">www.town.hillsborough.nh.us</a>	
<b>Transfer Station</b> .....	603-464-3877 ext. 254
Tuesday, Friday & Saturday 8:30 a.m. to 4:30 p.m.	
Thursday 12:00 p.m. to 8:00 p.m.	
<b>Water and Sewer Commissioners</b> .....	603-464-3877 ext. 229
Office Hours: Monday – Friday 8:30 a.m. to 3:00 p.m.	
Water meets the 2 <sup>nd</sup> Thursday of each month at 6:00 p.m.	
Sewer meets the 4 <sup>th</sup> Tuesday of each month at 6:00 p.m.	
<b>Wastewater Treatment Plant</b> .....	603-464-3877 ext. 255
<b>Welfare Office</b> .....	603-464-3877 ext. 226
<b>Youth Services Office</b> .....	603-464-3877 ext. 230
<b>Zoning Board of Adjustment</b> .....	603-464-3877 ext. 227

## **TOWN OFFICERS**

### **Building Inspector/Code Enforcement/ Health Officer**

Michael Borden

### **Deputy Health Officer**

Jeremiah Oak

### **Cemetery Trustees**

Wendy Brien -Baker	2024
Iris Campbell	2025
Norma Webster	2026

### **Police Chief**

Christopher Parsons

### **Community Planning Director**

Robyn L. Payson

### **Conservation Commission**

Roger Shamel	2024
James McDonough - Vice Chair	2025
Richard Head - Chairman	2026
Terry Yeaton	2026
John Segedy - Alternate	2026

### **Economic Development Commission**

Laura Buono - Town Administrator	
Robyn Payson - Community Planning Director	
Robert Nash - Chamber of Commerce Ex-Officio, Vice Chair	2024
Peter Mellen - Water/Sewer Com. Ex-Officio	
Jennifer Crawford - Hillsborough/Deering School	
Sara Edie - Citizen at Large (Resigned)	2024
Samantha Ivanov - Citizen at Large	2025
Kim Opperman - Citizen at Large	2025
Riche' Colcombe - Citizen at Large - Chair	2026

### **Emergency Management**

Scott Murdough

### **Energy Commission**

Jon Daley (Resigned)	2024
Sue Durling	2024
Adam Charette	2026
Brett Cherrington - Chair	2026

### **Fire Chief**

Kenneth R. Stafford, Jr.

### **Fire Warden**

Kenneth R. Stafford, Jr.

### **Historic District Commission**

Jay Emmert	2024
Deanna Neal - Chair	2024
Pat Bradley	2026
Brad Hunt	2026
Laurie Jutzi - Alternate	2026
Nancy Egner - Planning Board Rep.	

### **Library Director**

Samantha Gallo

### **Moderator**

Eric Ivanov	2024
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### **Planning Board**

Susanne White - Chair	2024
Ed Sauer	2024
Steve Livingston	2025
Adam Charette	2025
Kim Opperman (Alt.)	2025
Nancy Egner	2026
Bryant Wheeler	2026
James C. Bailey, III - Selectman Ex-Officio	
Dana Clow	Alternate

### **Selectman and Assessors**

James C. Bailey, III - Chair	2024
Richard Pelletier	2025
Iris Campbell	2026

### **Solid Waste Advisory Board**

Audrey Bethel	
Adam Vondette	
Kim Drake - Windsor	
Charlotte Hebert - Windsor	
Philip Griffin - Deering	
Luke Levesque - Facility Manager	
Laura Buono -Town Administrator	

### **Solid Waste Facility Manager**

Luke Levesque

### **Parks Board**

Sara Edie	2024
Laurie Jutzi	2025
Meg Curtis Sauer	2024
Lawrence Abbott	2025
Shawn Kelley	2026
Pat Bradley	Alternate

## ***TOWN OFFICERS***

### **Highway Foreman**

Ernie Butler

### **Administrative/Land Use Secretary**

Dianne Rutherford

### **Town Administrator**

Laura Buono

### **Administrative/Building Secretary**

Mary Whalen

### **Town Clerk/Tax Collector**

Deborah J. McDonald 2026

### **Town Clerk/Tax Collector - Deputy**

Denise DeForest

### **Treasurer**

Robert R. Charron 2026

### **Treasurer - Deputy**

Gail Crimmins 2026

### **Trustees of the Fuller Public Library**

Philip Daley - Chairman 2024  
Robert Woolner 2024  
Melinda S. Gehris 2025  
Helen Cole 2025  
Norma Hubbard 2026  
Riche' Colcombe Alternate  
Brecca Fithen Alternate  
Samantha Gallo Library Director

### **Supervisors of the Checklist**

Jonathan M. Daley 2024  
Sharon Wilkens 2026  
Joyce Bosse, Chairman 2028

### **Trustees of Trust Funds**

Riche' Colcombe 2024  
Judy Ann Watkins 2025  
Lori Adams 2026  
Art Kaufman Alternate

### **Youth Services Director**

James Clough

### **Water/Sewer Commissioners**

David Lewis 2024  
Peter Mellen, Chairman 2026  
Dana Clow 2026

### **Welfare**

Jim Bingham - Resigned  
Peter Flynn

### **Zoning Board of Adjustment**

Russell Galpin 2024  
John Segedy 2025  
Lucy Pivonka 2025  
Roger Racette - Chairman 2026  
Keith T. Cobbett 2026





# *Town of Hillsborough*



## *Boards & Departments*



## ***BOARD OF SELECTMEN'S REPORT***

As we put together our thoughts for 2023, the things that come to mind are inflation, flooding, cost of living, and many of the same things our residents think and live, daily.

We dealt with increased pricing and unusual events which caused our budget to be strained beyond anything this administration has experienced. In finishing the year and since we have historically run on a lean and very tight budget, we had to move a couple of expenses to an appropriate capital reserve fund to not overspend the bottom line. We had increased legal fees due to more extensive union contract negotiations than we usually have and, a couple code enforcement cases that are still ongoing.

Upon some staffing changes, we were presented with a plan to shift the Diversion Coordinator from the Youth Services Department to a more appropriate place in the Police Department. This position works closely with our police personnel and prosecutor, and it made sense to have them all under the same department and roof. Because of that change, the Director of Youth Services has now taken on overseeing the Parks and Recreation Department, which includes our Summer Camp Program. These departments are more in line with youth services and with the background of our Director. New programs will be forthcoming, so follow our website and *Hillsborough Parks and Recreation Department* Facebook page for programs, events, and updates.

The Board worked on updating and adopting the parking regulations and information on the changes will be published within the next couple of months. We also worked to update the animal ordinance with one of the most important additions being the requirement that all dogs be leashed on public property. Our West Main Street Sidewalk Project, which we recognize has been a painfully long process, has been proceeding forward and we're currently in the final stages of easement discussions with abutters. By way of grant money and working with the Department of Environmental Services, testing has been done on the old Associated Electric Building which was taken by the Town in 2022. Grant money has also allowed us to continue to move forward with the old Woods Woolen Mill site and a reclamation plan is currently being engineered. We began planning an infrastructure project with the Water & Sewer Department for Whittemore and Park Streets which will move forward later this year. We hired a new company to build a new website and that project is currently in process.

We formed a Community Power Committee who were tasked with developing a Community Power Plan for Hillsborough and bringing that information forward to the public by way of holding two public hearings. At those hearings, the plan was outlined, and a warrant article will be voted on at the Town Meeting (March 12<sup>th</sup>) to adopt the program. This program is designed to save participants money on their electric bill and is at no cost to the town, nor is there any obligation for residents to participate. You can opt in and out of the program as you desire and based on the rates that are being offered. The plan is available to view on our website.

In building our 2024 budget, we had to consider various areas that needed attention due to the current economy. Many line items had to be adjusted simply due to price increases which we struggled with in our 2023 budget. Price increases affect all departments from road sand and salt to medical and office supplies, and everything in between. We also had to address how to retain our current employees, as well as attract new ones in an economy where we are competing with the private sector and, on many levels, with other municipalities. Since it was time to re-negotiate our union contracts, this was the time to seriously look at our scales and adjust them so that they are in line with the current economy. While the first year bears a higher cost than we typically bring forward with new contracts, it is necessary. Finding and hiring qualified employees to fill open positions has been challenging since the initial days of covid, and if we don't have competitive wages to offer, it makes it nearly impossible. We have prided ourselves on bringing forward budgets that carry little or no change to the Town's portion of the property tax rate but this year, we were unable to keep the change to a minimum with prices and expenses up, and revenues down. The 2024 budget

## ***BOARD OF SELECTMEN'S REPORT***

and warrant articles being brought forward reflect what is needed and necessary to continue to service the residents of Hillsborough.

We continue to look to the future of Hillsborough and in doing such, we will be working on a plan for a new municipal complex to give us the space and security we need to conduct business. Not only have we outgrown our town office building, but it also doesn't have the amenities we need and should have to operate at the level we do. Our Project Genesis is now in a rented space due to issues with our building that previously housed it, and a decision has to be made on what to do with the underutilized buildings at 61 and 63 West Main Street which are not conducive to being remodeled into any type of functional space for our needs. While we understand this undertaking will be time-consuming, it is one that is overdue and necessary.

There are several volunteer opportunities on our various committees such as, Economic Development, Energy Committee, Zoning and Planning Board Alternates, and Conservation Commission. If you would like to volunteer, please contact the Selectmen's Office.

As a reminder, the Board meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month at the Town Office Building, and meetings are open to the public. If you have a subject that you would like to discuss with us, please contact the Town Administrator at 603-464-7970 and ask to be placed on our agenda. Even if you don't have anything to bring forward, we always enjoy having residents join us and observe.

Thank you for your continued support of our volunteers, employees, and this Board. We appreciate you!

HILLSBOROUGH BOARD OF SELECTMEN

James Bailey III, Chairman  
Iris Campbell, Selectwoman  
Richard Pelletier, Selectman

## ***REPORT OF THE TOWN ADMINISTRATOR***



While thinking about 2023, the words “change” and “whirlwind” come to mind. The year itself was a whirlwind of activity that brought forward some exciting changes.

As you know, we pride ourselves on running a lean, no frills budget each year and work hard at keeping the town’s portion of the tax rate level. We found that although we tried to anticipate the increase in the cost of doing business in 2023, our budget was tighter than was comfortable. Typically, if we have a mild November and December weatherwise, we average about a \$200,000 surplus in the budget. In 2023, we had a

somewhat mild end of the year with the exception of some icing, and we have ended the year with a \$33,300 surplus. This was due to higher prices for such items as supplies, repairs, hauling fees, salt etc. plus a flooding event that took place in the summer. In building the 2024 budget, we had to revisit the costs that keep climbing and estimate where we think they will end up once again and are presenting a budget that takes all of that into account as well as what is needed to service the public.

The Board of Selectmen held public hearings for the purpose of allowing a couple of developers to take advantage of Community Development Block Grant (CDBG) funds for the purpose of bringing new housing to Hillsborough, as well as allow for the remodeling of a couple of vacant buildings in the center square. The first project is 84 units of workforce housing which will be built on West Main Street, where you can currently see the groundwork being done. The first 42 units should be ready for occupancy in early Fall of 2024. The center square buildings will bring a total of 10 residential units with retail on the street level. These renovations will take some time to complete but will be a welcome addition to that area and a complement to the existing businesses.

Internally, a couple of changes were made by moving our diversion program under the Police Department as was discussed in the Board of Selectmen’s report, and parks and recreation under the Youth Services Department. New recreation programs and events are already being offered such as a Mother’s Day 5K, Easter Egg Hunt, Little Kickers Toddler Soccer, Hustle Hounds Running Club, Yoga, etc. To sign up for events, as well as reserve any of our parks or facilities, simply go to the Parks and Recreation page on our website and “Recreation Programs” under “Quick Links” on that page.

We also have a new way for the public to report a variety of concerns such as but not limited to municipal water/sewer issues, potholes, streetlight outages, health officer matters, etc. by using the “Report a Concern” button on the main page of our website. Your concerns will go directly to the department that the matter falls under. This will be a more efficient and effective way to get matters handled and you will also be notified when it is resolved. Concerns about Emerald Lake Village District will continue to go directly to the Commissioners, and not through this system, since we don’t have authority over District infrastructure.

I would like to thank the residents of Hillsborough for your support throughout the year, as well as our employees and volunteers for their hard work and dedication.

Respectfully submitted,  
Laura Buono, Town Administrator

## ***ASSESSING REPORT***

Valid sales of Real Estate property in Hillsborough continued to go up in 2023 as revealed in the annual Equalization Study done by the State of NH Dept. of Revenue. the level of assessment was determined to be at 67.3% of sales prices in 2022 with the 2023 Equalization Study pending at this time.

As an indication of the active real estate market conditions, in 2020, the Town of Hillsborough underwent a Statistical Update to bring all assessments in line with recommended State of NH Department of Revenue Administration (DRA) guidelines. The DRA examined the ratio between Hillsborough assessments and their corresponding sale prices for 2020 and determined the median ratio of comparison to be 98.5%. This revealed an 31.2% upwards shift in the market between 2020 and 2022.

Hillsborough property sales prices continued to climb in 2023. For this reason, we anticipate an approximate overall ratio level of 60% for 2023 as sales prices continue to exceed the Town's current assessments. The State will deliver their study results prior to the start of the 2024 tax year. There were 261 permits listed in the assessing data base with the new tax year beginning 4/1/23.

Residential building continued at a fair pace in 2023, increasing the Town's annual reported valuation for the annual MS-1 filing.

**Total 2022 Town Valuation before Exemptions as reported on Line 5 of annual MS-1 Report:**

**\$602,409,549.00**

**Total 2023 Town Valuation before Exemptions as reported on Line 5 of annual MS-1 Report:**

**\$603,029,157.00**

**The change in 2023 Town Valuation was due mostly to a increase in new residential construction and increase in building permit activity.**

Respectfully submitted,  
David Marazoff, CNHA

# ***INDEPENDENT AUDITOR'S REPORT***

## **INDEPENDENT AUDITOR'S REPORT**

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



### **Adverse and Unmodified Opinions**

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, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

#### *Adverse Opinion on Governmental Activities*

In our opinion, because of the effects of the matter discussed in the Basis for Adverse Opinion section of our report, 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, 2022, 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 Opinion on Each Major Fund and Aggregate Remaining Fund Information*

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, 2022, and the respective changes in financial position thereof, and the budget to actual comparison for the General Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Adverse and Unmodified Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town, and to meet other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

#### *Matters Giving Rise to Adverse Opinion on Governmental Activities*

As discussed in Note I.B.3. to the financial statements, management has not recorded certain general infrastructure assets in 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 general infrastructure assets be capitalized and depreciated, which would increase the assets and net position, and change the 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.

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

## ***INDEPENDENT AUDITOR'S REPORT***

which this departure would affect the liabilities, net position, and expenses of the governmental activities is not reasonably determinable.

### **Responsibilities of Management 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. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibility for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the pension information



## ***INDEPENDENT AUDITOR'S REPORT***

on pages 34 - 36 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 for placing the basic financial statements in an appropriate operational and economic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of 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.

### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Hillsborough's basic financial statements. 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. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual general fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

December 13, 2023

*Roberts & Greene, PLLC*



## ***BUILDING INSPECTOR/CODE ENFORCEMENT REPORT***

As I look back on 2023, I find myself considering how it is possible that the sustained construction growth we saw in 2022 still carried through in 2023. The cost of construction and housing has been steady this year. The same continued need for housing and contractors is up and most people are able to get things done. Rental property is at an all-time high and folks just can't find affordable housing in the rental market. The buyers' market continues to be a challenge with the fact that most desirable properties move quickly and if you're not prepared in advance opportunity will pass you by. Land sales are hot and land lots, large and small, are bought quickly. We continue to see many out of the area people purchasing land for investment.

The bulk of all permitting is in residential construction. Whether it's new homes, mechanical system replacement and upgrades or projects that reflect energy use and consumption, we are continuing to see construction values in the range of 1 to 2 million dollars per month. Many individuals are taking advantage of energy efficiency rebates that make construction and renovation attractive. We saw many new solar installations this year.

The work force housing project beside and behind Osram was approved and permitted this year. They have broken ground and plan on having the first 42 units ready for occupancy in 11 months. That will mean the doors should be open late fall of 2024. This is slated as affordable housing with the rental costs being at 60% of the Hillsborough County average rental cost. This will be a mix of 1- and 2-bedroom units that will rent at between \$1000.00 and \$1500.00 per month with heat included. There are similar projects being completed currently in Newport and Swanzey NH. I have toured them and they are quite nice and should be an asset to the Town for years to come.

Dominos Pizza purchased the Bank building at 53 West Main Street and will be starting renovations soon. The demolition of the interior where the Bank was in operation has been completed and the contractor is anxious to get started on the Dominos upfit. There will be a small eat in area but primarily Dominos hangs its hat on Pizza delivery. Also the renovation will include a second story 2 bedroom apartment above the Restaurant. We are all looking forward to see how they do in the Hillsborough area.

Thank you for your continued support and willingness to do things safely. So many times, I come on to jobsites and am met by competent craftsmen and women willing to show off their excellent work. They take pride in a job well done, and that makes my work very rewarding. The relationships we build, are lasting ones, that along with the fine work they do will endure the test of time.

Respectfully submitted,  
Michael Borden,  
Building Inspector/Code Enforcement

Permits issued in 2023 are as follows:

Additions-8, Business Occupancies-13, Commercial Buildings-4, Chimneys-2, Decks-36, Demolition-5, Electrical-75, Fences-1, Foundations -2, Gas-78, Generators-13, Garage/Barn/Shed/Carports-13, Mechanical-21, New Homes-13, Plumbing- 24, Permit Renewals-7, Pools-2, Renovations-16, RV's-3, Septic systems-27, Signs-16, Solar-16, Tents-1.



## ***CAPITAL AREA MUTUAL AID FIRE COMPACT***

The 2023 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, 2023. It is also provided to the Town offices of the Compact's member communities for information and distribution as desired.

The Compact serves 24 communities in 4 counties. The Compact's operational area is 852 square miles with a resident population of 148,491. The Equalized Property Valuation in the area we protect is over 25.5 billion dollars. We also conduct mutual aid responses with communities beyond our member area.

The Compact provides 24/7 emergency dispatch service to member communities. This service is contracted with the City of Concord Fire Department's Communications Center.

On October 31, 2023, we went live with our new Computer Aided Dispatch software (CAD). This was our 3<sup>rd</sup> attempt at implementing a new CAD system as the first two companies we contracted with failed to deliver a usable product. This project required a massive amount of work to gather updated information for entry into the new system. The dispatch staff did a great job with data entry. We continue to work out details and address small problems, but the new CAD is operating successfully.

The 2023 Compact operating budget was \$ 1,610,710. Funding for all Compact operations is provided by the member communities. We continue to apply for State and Federal Grant Funds when possible. During 2023 we began investigating the future replacement of our aging radio system. We hired a consultant to evaluate our existing system and make recommendations for improvements. We sent representatives of our Communications Committee to Washington DC to meet with the NH Congressional Delegation to seek assistance with funding options for this costly undertaking. We will work to secure funding during 2024.

The Compact and Hazmat Team have received over 3.9 million dollars in grant funding since 1999. These funds have been used for communications improvements, training, and equipment. The direct benefit that your community has realized from these grants is made possible by your participation in the regional service that we provide.

During 2023 an order was placed to secure the Class B foam response unit and a supply of Class B foam for all Compact fire agencies that was funded by a 2022 Homeland SHSP program grant. This grant will improve our ability to respond to flammable liquid fires. It will replace the legacy Class B foam that many agencies had. That foam has been determined to be an environmental and health hazard. We received a partial shipment of the foam during 2023 and expect the rest of the foam and the equipment to arrive during 2024.

During 2023 the Compact created a Deputy Chief Coordinator position. This part-time position was filled mid-year by Guy Newbery. Deputy Chief Newbery has proven to be an excellent addition and has been implementing additional training opportunities and working on several projects on your behalf.

The Chief & Deputy Coordinators responded to 642 incidents. In addition to responding to provide command post assistance at those mutual aid incidents, we also aid all departments with response planning, updating addressing information, and we represent the Compact with several organizations related to public safety.



## ***CAPITAL AREA MUTUAL AID FIRE COMPACT***

Compact officers serving during 2023 were:

President, Chief Jim Morse, Henniker  
Vice President, Deputy Chief Ed Raymond, Warner  
Secretary, Deputy Chief Guy Newbery, Canterbury  
Treasurer Chief Jeff Yale, Hopkinton

The Central New Hampshire Hazmat Team represents 59 Capital Area and Lakes Region communities and is ready to assist or respond to hazardous materials incidents in our combined areas. The Team responded to 23 hazmat incidents during 2023, a significant increase over 2022.

Please visit the Compact website at <https://www.capareafire.org/> for incident photos, news, scheduled events, training info, SOGs and department profiles.

All departments are encouraged to send a representative 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.

A detailed activity report by town/agency is attached. I invite anyone with questions or comments to contact me. I thank all departments for their cooperation.

Respectfully submitted,  
Keith Gilbert, Chief Coordinator  
CAPITAL AREA FIRE COMPACT



## ***CENTRAL NEW HAMPSHIRE REGIONAL PLANNING***

***28 Commercial Street, Suite 3, Concord, NH 03301  
(603)226-6020 www.cnhrpc.org***

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. In 2023, Susanne White (CNHRPC Executive Committee), Gary Sparks and Nancy Egner were the Town's representatives 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 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 also provides technical assistance services, including zoning ordinance development, grant writing assistance, circuit rider assistance, plan review services, local master plan development, capital improvements program development and guidance, hazard mitigation planning guidance, and Planning Board process training. CNHRPC advocates for member communities and assists and encourages them in both municipal and regional endeavors.

In 2023, CNHRPC undertook the following activities in Hillsborough and throughout the Central NH Region:

- Provided technical assistance to the Planning Board and town staff as requested, including assistance related to the development of a potential Gateway zone/Planned Unit Development district.
- Coordinated the development of Hazard Mitigation Plans in six communities under the Building Infrastructure and Resilient Communities (BRIC) 2020 and 2021 programs and provided continued hazard mitigation plan implementation assistance in communities throughout the region.
- Coordinated the activities of the CNHRPC Transportation Advisory Committee (TAC). In 2023, CNHRPC held five TAC meetings. The CNHRPC TAC solicited projects for the NHDOT 2025-2034 Ten Year Plan (TYP) and received and ranked project submittals for possible inclusion in the TYP. TAC representatives and CNHRPC staff then represented community priorities during the Governor's Advisory Commission on Intermodal Transportation (GACIT) TYP hearing process. Safety improvements at the NH9/NH31/2<sup>nd</sup> NH Turnpike intersection were added to the draft Ten Year Plan in 2023, with a proposed construction date of 2033.
- Assisted in seeking grant funding and private partnership opportunities to install publicly available electric vehicle charging equipment in town.
- Participated in a range of regional and statewide bicycle and pedestrian planning activities related to trails, sidewalks, bike lanes and bike shoulders, roadway surfacing, and safety. Assistance to local trail organizations and trail committees is a key component to this work.
- Provided coordination assistance to the CommuteSmart NH program that works to support transportation demand management services and rideshare coordination across the state utilizing Agile Mile transportation demand management (TDM) software. In 2023, the CommuteSmart NH program saved commuters almost \$200,000 as a result of 36,000 reduced trips.
- Conducted 211 state and local traffic counts throughout the region, including four in Hillsborough.
- Provided assistance related to the Road Surface Management System (RSMS) program for communities, including the preparation of proposed road maintenance plans, the development of additional paving scenarios for comparison, and the forecast of future road conditions under each scenario.
- Continued to work with communities on Natural Resource Inventory (NRI) development. Tasks include the identification and mapping of natural resources and the development of methods to overlay and quantify the relative value of natural resources in the community.

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



## ***HILLSBOROUGH CONSERVATION COMMISSION***

The Commission is creating a comprehensive list of the Town's conservation lands and trails so that the public can more easily access them. The Commission has continued to work on the Confluence Trail located on Town conservation land located adjacent to and behind Shaw's. We plan on constructing a kiosk at the parking area to provide information on the land and trails. We have also been developing trails on the Town's conservation land along Shedd Brook adjacent to the land owned by Life Forest.

One of the Conservation Commission's most frequently requested roles is to provide input to the Planning Board and Zoning Board of Adjustment on the environmental impacts of projects before those Boards. In 2023, these projects included development of a lot on Melody Lane along Sand Brook, Life Forest's request for a lot line adjustment, the workplace housing development, and other projects.

The annual monitoring of conservation easements was conducted on all properties with easements held by the Commission. No violations of easement conditions were noted.

We continued our work with Rick Van de Pol, Ecosystem Management Consultants, to assess the size, location, functions, and values of wetlands within Hillsborough. This work, when added to the Conservation Commission's existing land conservation priorities, provides the Commission with an additional layer of information for identifying conservation areas of significance within Hillsborough. The Conservation Commission will also use this data to assist it in responding to development proposals and to help prioritize land conservation opportunities in the years to come. We also provided input to Five Rivers Conservation Trust on important land conservation matters in Hillsborough as part of Five Rivers' development of a Regional Conservation Plan and worked with them to identify land conservation opportunities within the Town.

We were very happy to welcome Jim Riddle to the Commission in 2023. Jim brings his extensive experience in organic farming and land management to the Commission. New members are always welcome, and we invite you to attend our meetings, held every second and fourth Tuesday of the month, at 7 PM. Meeting locations are posted with our agenda on our website at <https://www.town.hillsborough.nh.us/conservation-commission>.

The Commission is interested in working with Hillsborough landowners who are interested in conserving their land. Anyone who has questions is welcome to reach out to the Commission through the Conservation Commissions page on the Town's website, or by attending any of our meetings.

Respectfully submitted,  
Richard Head, Chairman

## ***EMERGENCY MANAGEMENT REPORT***

In the spring of 2023, we had quite the storm as it washed out roads, took down trees and made roads impassable. Emergency Management and the Fire Department assisted the Highway Department to help clear roads of debris to keep them open for any emergency and all was a great team effort. The EOC (Emergency Operating Center) was opened for a period to monitor the activities throughout the storm. As the Director and the Assistant Director, we are working diligently to keep the department moving forward so we are ready to face any challenges we may face.

Emergency Management along with all department heads had several CIP (Capital Improvement Program) meetings to work on capital expenditure projects. Projects are prioritized according to urgency and need.

In addition, we have regular meetings with Hillsboro-Deering School District to discuss our school's safety. The Emergency Management committee at the district office has worked with Emergency Management, Fire, as well as Hillsboro Police to strengthen their plan for the safety of our children.

The department would like to thank all other town departments for their continued support and as always look forward to working side by side to keep our citizens safe.

I personally would like to thank the town for the opportunity to serve as your Emergency Management Director.

You can follow our Facebook page under Hillsboro Emergency Management where you will find helpful information, weather updates, school closings, etc. If you have any questions or concerns with regards to Emergency preparedness, please visit the Emergency Management link on the town's web site or call (603) 464-3477.

Respectfully submitted,  
Scott Murdough- Deputy Fire Chief/Emergency Management Director



## ***FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES***

The Hillsboro Fire Department and Emergency Medical Services has been very busy during 2023. The department responded to 1281 calls for service and 104 Life Safety inspections with a large increase in calls for service from 2022.

EMS ambulance coverage continues to be very busy and has continued to be a strange year for EMS around the world and we here at the department have had our share of abnormal. During 2023 the increased struggle to find new members has put a strain on current members. With the increase in call volume and lack of new firefighters as well as Emergency Medical Technicians the future is uncertain for emergency services across the country. The current process to become a firefighter and EMT involves many months of classroom as well as on the job training to become proficient. We will continue to evolve with changing times to provide the best service to the town.

The fire department has and will continue to provide the best protection of life and property possible. As we move around town, we see the construction of new buildings and some much needed renovations to other buildings which bring new and updated fire protection systems. These are good; however, it also brings false alarms, smoke from cooking and many dirty detectors that keep us busy.

On behalf of the Chief Officers, Company Officers, and members we would like to say it is an honor and privilege to serve the citizens of the town. Also, I would like to thank all the other town departments as well as taxpayers for their continued support. We all look forward to serving you in the coming year.

Respectfully submitted,  
Kenny Stafford, Jr.  
Fire Chief  
Hillsboro Fire Department-Emergency Medical Services



## ***FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT***

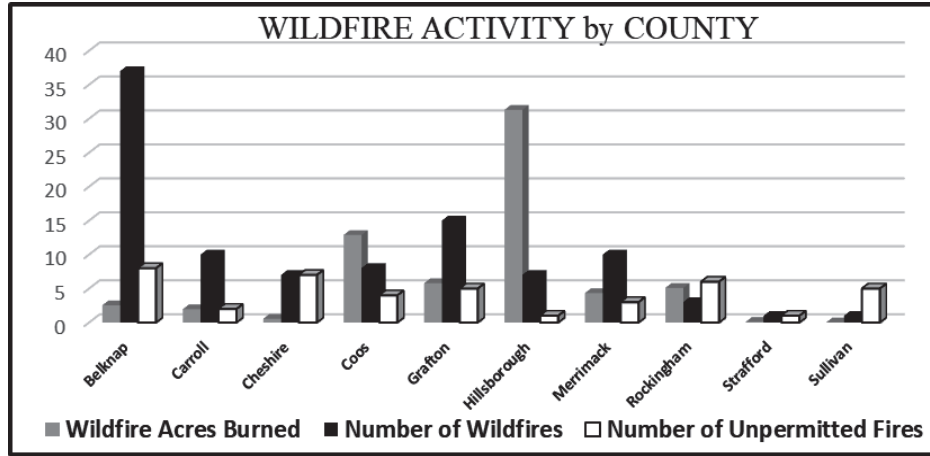
This past year we observed wet weather in late spring and throughout the summer. This led to reduced wildfire activity throughout the state and allowed many of our state firefighting resources to respond to Nova Scotia and Quebec to assist our Canadian neighbors with their record wildfire season. We were also able team up with local fire departments and provide many wildfire trainings throughout the state.

This time of year, we see fires caused by the careless disposal of woodstove ashes. Before dumping your woodstove ashes, you should place them in a covered metal container until they are out cold. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Even with the lower wildfire threat in New Hampshire in 2023, properties within the Wildland Urban Interface were still impacted, with 8 structures threatened and 3 destroyed by wildfires. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe! We ask everyone to remember Smokey's message about personal responsibility and follow his ABC's: **Always Be Careful** with fire. If you start a fire, put it out when you are done.

### **“Remember, Only You Can Prevent Wildfires!”**

As we prepare for the 2024 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services. You are encouraged to contact the local fire department for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's Forest resources. For more information, please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nh.gov/nhdfl/](http://www.nh.gov/nhdfl/). For up-to-date information, follow us on X and Instagram: **@NHForestRangers**

**FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT**  
**2023 WILDLAND FIRE STATISTICS**



Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2023	99	64.5	42
2022	59	203	48
2021	66	86	96
2020	113	89	165
2019	15	23.5	92

\*Unpermitted fires which escape control are considered Wildfires.

CAUSES OF FIRES REPORTED											
Railroad operations & maintenance	Firearm & explosives use	Undetermined	Recreation & ceremony	Debris & open burning	Natural	Other causes	Power generation, transmission, distribution	Smoking	Arson	Misuse of fire by a minor	Equipment & vehicle use
0	0	22	3	80	4	4	10	1	2	0	4

## ***FULLER PUBLIC LIBRARY REPORT***

Did you hear? Fuller Public Library was named NH's Library of the Year by the NH Library Trustee Association. Our Board of Trustees nominated the library and we had to send along 10 pages of narrative, examples of what we do and have done, as well as pictures, and we were chosen over other libraries that did the same! We are still so excited and honored to have been chosen. In October we had a party to celebrate and the President of the NHLTA presented us with a plaque, it was a beautiful day! Thank you all for supporting the library and the warm congratulations, it means a lot.

So many activities and programs went on in 2023, here are some of our favorites: Preschool Storytime, Knitting Purls, Cribbage and Scrabble, Adult Exercise, How To's Days, 5 different Book Groups, Tea & Conversation, Flying High Dogs, Woolly Mammoths, Local Author Meet & Greet, Summer Reading, Dogs of Chernobyl, King Snakes Concert, Adult Paint Nights, Ghost Tales Lecture, and free books for Trick or Treat!

New in 2023: Seed Library offering free seeds for your garden; Fresh Books, Fresh Food program offering free produce, eggs, bread, jams, and more all donated by patrons and community members; and the Hillsborough Hub newsletter, a community newsletter full of local events, programs, and stories about Hillsborough now and then. The Hub's audience has grown from 89, with the first newsletter in April, to 356 at the end of the year, paper copies are also available in the Library. Special thanks to Emily Wrubel and Janet Byron for editing and laying out the newsletter each month. Interested in subscribing? Go to fullerlibrary.info and click on the Newsletter tab then click on the link for the newsletter.

We offered free and reduced museum passes to Library patrons, this program will be changing in 2024. Other services we offer: copying, faxing, WiFi printing, scanning, and computer use. Our computers were used 627 times and many logged into our WiFi.

**THANK YOU:** There are so many people to thank, you have helped us in some way and we are very appreciative! Tammy McClure, Michelle Fisher, Kathy Luger, Keith Wing, Matt Gallo, Larry Schwartz, Kay and Steve Bennett, Hightide Take Out, Phil Daley, Jeanne LaPointe, Janet Byron and Emily Wrubel (our Hillsborough Hub staff!), The Messenger, Nancy Shee with the Concord Monitor, the Hoegen family, Joseph Solomon and Rhoda Ross Fund, Harmony Lodge of Hillsborough, Jeremy Oak, Tom and Robin's Garden, Burpee Seed Co, Baker Creek, UNH Extension, Tractor Supply and Hudson Valley Seed Co, Project Genesis, Judd Fournier, Lucy Benson, Melinda Gehris, NHTLA, HDES and HDS Art Departments, Children's Literacy Foundation, and monthly artists, those that contributed to our Fresh Books, Fresh Food Program, and the MANY donations of books for our Annual Book Sale and items for our Annual Raffle. If I have forgotten anyone, I apologize. Special thanks to our patrons for their support, special treats, and for making us smile, to the Fuller Library staff for always going above and beyond every day, and to the Board of Trustees for their support.

**BOARD OF TRUSTEES:** Phil Daley, Chairperson; Robert Woolner, Secretary; Norma Hubbard, Treasurer; Melinda Gehris; Helen Cole; and alternates Riché Colcombe and Heidi Doyle.

### **2023 STATS:**

Titles in the collection: 30,462

Titles deleted: 2,001

NEW cards in 2023: 297

Number of items borrowed from other libraries: 1,585

Total ebooks downloaded: 7,324

Total emagazines: 616

Titles added: 928

Number of registered patrons: 2,688;

Number of items borrowed: 23,626

Number of items loaned to other libraries: 809

Total audiobooks downloaded: 4,867

Internet usage: 627

Respectfully submitted,  
Samantha Gallo, Director

## **GRAPEVINE FAMILY RESOURCE CENTER**



The Grapevine Family & Community Resource Center's Mission is to promote family and community health and well-being through support, education and the sharing of resources. The Grapevine has served Hillsborough and surrounding towns for over 25 years. We strive to create a diverse and inclusive environment and programs that are welcoming to all. During the 22/23 program year, participation in our programs has rebounded to pre-pandemic numbers.

From July 1, 2022 to June 30, 2023, The Grapevine served nearly 1,500 children, youth and adults at the center and in the community including **250 residents of Hillsborough**. In direct service to the people of Hillsborough:

- Participation - Our Hillsborough participation rate has **increased by over 30 percent** from 2022 and includes our Parent-Child programs, Home Visiting, Kinship Supports, Intensive Case Management, Information and Referral, Tax Preparation and special workshops and trainings for parents and other providers.
- Basic Needs – The Grapevine distributed a total of \$3,089.74 in assistance funds to residents of Hillsborough including emergency basic needs assistance to **23 Hillsborough families** totaling \$2,414.74 in funding, which consisted of grocery and gas purchases as well as emergency bill payments. We also served 19 families with holiday assistance including meals, gifts and Christmas trees.
- Kinship Supports for Relative Caregivers – This past year we have supported Hillsborough kinship families (grandparents and other relatives caring for their grandchildren) with home visits and check-ins and distributed \$675 in funds for grocery, gas, clothing and emergency bill payments.
- Parent and Family Supports – This past year we served **43 Hillsborough families** in our parent-child programs and 20 Hillsborough with intensive Home Visiting and Case Management Support. We also continue to offer twice weekly Hillsborough based Parent Child Playgroups outdoors at Grimes Field and indoors in partnership with Valley Bible Church. These are popular, well attended programs in the community.
- Economic Self Sufficiency - For the past five years, we have connected our volunteer Larry Schwartz with the Fuller Public Library to offer a free tax preparation program for Hillsborough and area residents throughout tax season. We served **49 low to moderate income Hillsborough residents** through this program in 2023, helping many claim the Earned Income Tax Credit. Larry also offers free budgeting and financial planning assistance.
- Community Connection - The Grapevine convenes a number of resource groups as well as training and interest groups such as Dads Campfire, Special Topic programs focused on Teens and Mental Health, Positive Solutions for Families, Suicide Prevention and more.

*We are grateful to the Town of Hillsborough for the funding support provided to The Grapevine.  
Our full Grapevine 2023 Annual Review can be found online at [grapevinenh.org](http://grapevinenh.org)*

## ***GREATER HILLSBOROUGH SENIOR SERVICES***

GHSS has had a pretty busy and eventful year! We are forever grateful for the support of Hillsboro and Deering communities without their financial contributions we would be extremely limited in what we could provide to our area seniors.

We would also like to “Thank” the Young Richardson American Legion post for their continued support of our monthly luncheons. Our luncheons would not happen without their community minded generosity. We are so lucky to have them as working partners in the area. Chinese New Year, St Patrick Day and Christmas luncheon seem to be the favorites averaging 100 people, but our regular luncheons have 50-70 on average.

We brought a new board member on this year and she is also the area coordinator for Meals on Wheels. She has started a monthly Bingo and lunch at Maple Leaf Village. Carol also brings a wealth of knowledge of programs available to our seniors.

We used our own bus for trips to McAuliffe Planetarium, Yankee Candle, Palace Theatre, Sandown Winery, Ice Cream Tour to Ben & Jerrys, King Arthur Flour, Vermont Country Store and Bellows Falls. The bus also transports seniors to Market Basket twice a month all year for groceries. This year we used coach busses and visited Fosters Clambake, Sunapee Dinner Cruise and the most popular Hobo Railroad using two coaches for 96 people.

In closing I would like to say thank you to the board of directors, our dedicated bus drivers and the girls at Premier Printing. This is all possible because of you! Volunteering for this group is so rewarding and I would encourage anyone interested to come join us.

Respectfully submitted,  
Lou Ellen Beard, Chair GHSS

## **WELFARE DEPARTMENT**

The Welfare Office in Hillsborough complies with the State of NH Guidelines in meeting the 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.”

2023 ended most of the assistance from the Federal Government for rental assistance categories which made the expense to the Town of Hillsborough much higher in cost. Again, it was a year of further reassessment in the administration of general assistance for the community. Despite the lack of State and Federal subsidies our attention continued to focus on utilizing additional sources of financial support from the agencies to assist applicants in need as well as induce family members of applicants to play a larger role in our efforts to achieve financial self-sufficiency for these applicants and their dependents.

We want to extend our appreciation to several non-profit organizations for their generous contributions in the form of gift cards, food pantry supplies, and various other needs that were met.

The impact of COVID-19 pandemic, is still causing members of our community to continue to struggle with unemployment or underemployment, facing eviction, or unable to pay for medications and other essentials, as significant State and Federal pandemic emergency funds are no longer fully available to effectively relieve people anxiously waiting for help.

Casework assistance continued for our community members who needed help to avoid facing the many hardship situations, by assisting them with job or housing searches, budgeting, and money management, providing documentation to the State of NH for further help, or finding opportunities to further their job skills.

Special thanks go out to the Grapevine Family and Community Resource Center for their significant assistance in providing administrative services to those not computer equipped to complete various applications for Medicare and elderly related issues.

Finally, thanks go out to Welfare Agent Jim Bingham who served in this capacity for most of 2023. I have had the privilege to replace him since October and look forward to serving the community as efficiently.

Respectfully submitted,  
 Peter R. Flynn  
 Welfare Administrator  
 welfare@hillsboroughnh.net  
 603-464-7974

2023 Assistance Breakdown						
Medical	Housing/ Shelter	Food/ Hy- giene	Electric	Heat	Homeless/ Hotel/Motel	Gas
\$0	\$72,760	\$1,165.41	\$5,298	\$3,628	\$7,783	\$165

Welfare Budget History							
2016		2017		2018		2019	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
\$174,256	\$145,464	\$176,464	\$166,692	\$171,635	\$156,490	\$168,892	\$152,726
2020		2021		2022		2023	
Budget	Actual	Budget	Actual	Budget	Actual	<b>Budget</b>	<b>Actual</b>
\$160,602	\$166,741	\$179,491	\$135,144	\$118,372	\$76,115	\$114,275	\$118,007

## ***HILLSBOROUGH COMMUNITY THRIFT***

Many months ago, the Town Library Director and the Town Administrator had a conversation about the fact that “there is no good place to bring useable household items....” That conversation led to other conversations, and Hillsborough Community Thrift was created.

For three months, volunteers prepared the shop location, cleaning, painting, arranging, rearranging, locating, and retrieving free and cheap supplies and furnishings, and organizing donations. Others met with town officials, drafted legal documents, and sought volunteers. The shop opened on April 26, 2023.

Hillsborough Community Thrift (HCT) is a nonprofit with a shop run by volunteers and supplied by donations. All profits from the sales are distributed to charitable causes and organizations in the Hillsborough area. A “Request For Funds” form is available at the shop or through email [HillsboroughNHThrift@gmail.com](mailto:HillsboroughNHThrift@gmail.com) .

The current shop hours are Wednesday 1-5 and Saturday 10-1. Information and advertising are available at Hillsborough Community Thrift on Facebook.

Some statistics from our partial year of operation in 2023:

Shop volunteer hours - 826

Donations - 360 donations of 1-6 bags, boxes or totes passed through the shop between April 15 and Dec. 31, 2023. Phew!

We always have a need for volunteers; you can contact us at the shop or through email.

A huge thank you to all our diligent, cheerful shop volunteers. A special thank you to our Board of Directors: Sam Gallo, Melinda Gehris, Jess Granger, Lisa Moore. Our gratitude to Tom Butler and Tom McClure, our handymen, who put countless shelves together and continue to support the shop effort.

Respectfully submitted,  
Tammy McClure

## ***HIGHWAY DEPARTMENT REPORT***

Hello everyone,

2023 started out with a few snow storms in January and February. March started to look like we were heading for an early spring, however, that was not the case. Mid March brought us a significant Nor'easter, leaving 30" of heavy dense snow with numerous trees and debris on the ground. The crew was able to get the roads cleared and treated with minimal delay, although it did leave a few days of brush clearing to be done afterward.

April and May brought the usual mud season. Crews also began grading and raking roads, smoothing them out from the harsh winter. The end of May we were able to start the bridge replacement on the East Washington Rd. This job was completed by M.A. Bean and Associates with help from the Highway Department. The job was completed in early June and has taken another bridge off the red list for the town.

July decided it was going to be a good month for rain. There was heavy rain during the 4th that lent to some road washouts. The 16th of July brought more intense rain and also more significant road damage. The crew worked hard and diligently to get the roads reopen and to mitigate other issues brought on by the rain. This led to a busy rest of July, bringing roads back up to spec, flushing plugged culverts, and replacing some damaged drainage.

Paving was able to be done on Central St and Myrtle St. between July and August, as well as underneath the overpass on Henniker St. East Washington Rd also received an overlay from the Water Treatment Plant at Loon Pond to roughly one mile north. The department was able to put shoulders on many of the roads paved the previous year and to the ones done in 2023.

Fall brought back grading and raking the roads in preparation for the upcoming winter, along with blowing leaves from the ditch line to prevent water issues. The slightly drier weather also allowed the department to start clearing some brush from the shoulder of the roads in various areas.

Lastly, the Highway Department would like to thank everyone for their support and patience throughout the year. Any questions or comments, please contact us at 603-464-7986.

Respectively submitted,  
Hillsboro Highway Department



## ***HISTORIC DISTRICT COMMISSION REPORT***

The Commission currently includes Deanna Neal, Chair; Brad Hunt, Vice-Chair; Jay Emmert, longest-serving member; Laurie Jutzi, Alternate; and Nancy Egner, Planning Board representative. Laura Buono is the Ex-Officio member on behalf of the Board of Selectmen. The Commission meets at 6:30 pm on the first Thursday of the month in the Clubhouse when the weather allows. For the winter months, we meet in Town Hall. All are welcome to attend.

In the past year, we have focused on drafting updated regulations. After several meetings seeking public input on potential regulations, we have been working on drafting regulations and related guidelines for exterior changes to homes and property in the District. We hope to complete the drafting this year so the new regulations can be presented to the Planning Board and eventually to the voters with the intent of incorporating them into the Historic District Ordinance.

The Center continues to thrive with its amazing community. The diversity and unique nature of each resident is welcoming to Hillsborough's community. We look forward to sharing the history of our town with more residents as we host events throughout the year.

Respectfully submitted,  
Deanna Neal, Chairman  
Hillsborough Historic District Commission

## ***ENERGY COMMISSION***



The Energy Commission proudly introduces a powerful tool in our efforts—the Energy Star's Portfolio Manager. This online platform, developed by the U.S. Environmental Protection Agency (EPA), serves as a benchmarking and tracking tool for Hillsborough's energy and water consumption, as well as greenhouse gas emissions in buildings and facilities. Making this tool accessible to the town will facilitate informed decisions for future energy improvements.

Our recommendations are readily available to local boards and committees to cover pivotal areas such as energy conservation, efficiency, generation, and zoning practices. We extend an open invitation to all local entities to engage in collaborative discussions, encouraging practices that minimize energy consumption, and promoting technologies and strategies that maximize energy efficiency in buildings, facilities, and public spaces.

**Year Highlights:** The past year has been marked by progress, education, and significant achievements. Noteworthy highlights include:

**LED Streetlights Initiative:** The installation of new LED streetlights not only enhanced street illumination but also resulted in substantial cost savings for the town—approximately \$40,000 in 2023. This initiative concurrently prevented over 50,000 pounds of carbon dioxide from entering the atmosphere.

**Community Power Committee:** Based on the research and recommendation of the Energy Commission, the Select Board established the Community Power Committee. Their dedicated efforts will soon yield cost savings and increased control over electricity sources for Hillsborough residents.

**Grant Applications and Collaborations:** Submitted the CMAQ (Congestion Mitigation and Air Quality) funding application in January.

Ongoing collaboration with the Central New Hampshire Regional Planning Commission regarding our grant application for Electric Vehicle Charging Stations.

Inclusion on the corridor priority list for the National Electric Vehicle Infrastructure (NEVI) Formula Program.

These efforts reflect our commitment to sustainable infrastructure development.

### **Future Initiatives:**

**Collaboration on Zoning Ordinances:** Looking ahead, the Energy Commission aims to collaborate with the planning board on Zoning Ordinances, such as residential and commercial electric vehicle charging stations.

**Informal Educational Public Service Announcements:** Recognizing the importance of community awareness, we plan to launch informal and educational public service announcements. These announcements will be disseminated through various channels, including the town website and other social media outlets. The goal is to inform and engage residents on matters related to energy conservation, efficiency, and sustainable practices. By leveraging online platforms, we aim to reach a broader audience and foster a shared understanding of the town's energy initiatives.

**Join Us:** As advocates for sustainable practices, we welcome more citizens to join our cause. Consider attending one of our meetings held on the 2nd and 4th Thursdays of each month. It's an excellent opportunity to learn more about our initiatives, contribute your ideas, and become an integral part of our Hillsborough's Energy Commission.



*Small Town Big Future*  
**Hillsborough**  
NEW HAMPSHIRE

## **DEPARTMENT of LAND USE and ECONOMIC DEVELOPMENT**

### **Planning Board**

This year the Planning Board held 23 meetings and heard 16 applications. There were 2 Subdivision applications, 1 Subdivision Amendment application, 3 Site Plan Review applications, 4 Site Plan Amendment applications, 3 Changes of Use/Waiver of Site Plan Review applications, 2 Lot Line Adjustments, and 1 Amendment to a Decision. All of the applications were approved.

The workforce housing development located at 219 Main Street is moving forward with the intention to be able to start taking applications for residents in the spring. Further development is being considered on this site, but it has not been brought before the Board yet.

A new development from Aubuchon Realty was approved for 10,640 square feet of retail space at 140 Henniker Street. There is no word on the tenant yet.

### **Zoning Articles**

The Planning Board is bringing forward 8 Zoning Amendments to Town Meeting this year. These articles amend definitions to provide more clarity and bring the “Change of Use” requirements into one easy to follow ordinance. The rewrite of the Accessory Dwelling Unit Ordinance will allow for “Detached” units. That means things like “granny pods” will be allowed in conjunction with existing single-family homes. The Historic District Ordinance has been re-written to identify the Historic District Commission’s rights and responsibilities more completely, and finally, the Flood Plain Ordinance has been updated per the requirements of the National Flood Insurance Program.

Goals for 2024 include the development of a Planned Unit Development Ordinance in the Antrim Road area to provide the widest development opportunities in the gateway area to town from New Hampshire Route 202.

### **Zoning Board of Adjustment**

This year the Zoning Board of Adjustment said farewell to long time member and Chairman Roger Racette. Roger has been a highly valued member of the Board since the 1990’s. I think I can speak for myself and all of the ZBA members when I wish him well on his new journey and in his new home. Lucy Pivonka has taken on the Chairperson’s seat, and we are sure she will be a very effective Chairperson.

The Zoning Board of Adjustment held 8 Meetings in 2023 and heard 6 applications. (one withdrew). They included 4 Variances, 2 Special Exceptions, and 1 Equitable Waiver of Dimensional Requirements. All were granted.

## **Economic Development**

In 2023 we have seen the downtown begin to blossom. With new owners coming into town, we hope to see even more growth making the downtown a vibrant social draw with more businesses and places to visit. The Economic Development Commission has reached out to and will be working with the New Hampshire Department of Business and Economic Affairs to find ways to attract businesses to town. The Economic Development Commission will also be working on an Economic Development Plan with the Central New Hampshire Regional Planning Commission which will provide guidance as we move forward.

## **Opportunities to Volunteer**

I encourage those with any interest in participating on any of our land use boards or committees to consider being Alternates on the Planning Board or Zoning Board of Adjustment. Please contact me if you have any interest in participating on either of these boards. If you are interested in participating in the Economic Development Commission contact Town Administrator Laura Buono to express your interest.

I encourage anyone who has questions to please e-mail, call or make an appointment to sit down at my office located at 27 School Street.

Respectfully submitted,  
Robyn L. Payson  
Planning Director  
Direct Line-603 464-7971 E-mail [robyn@hillsboroughnh.net](mailto:robyn@hillsboroughnh.net)

# Changes to Zoning Ordinances for Town Meeting 2024

## Article 1

Shall the Town vote to delete the definition “Change of Use from Article II General Provisions section 229-6 Definition and Word Usage.

**This change has been recommended by the Planning Board.**

## Article 2

Shall the Town vote to make section 229-23 in Article III Use Districts a Change of Use Ordinance as posted on the Town website, printed in the Town Report and available at the Town Offices.

**This change has been recommended by the Planning Board.**

## Article 3

Shall the Town vote to amend the definition of Frontage as shown in Article II General Provisions section 229-6 Definitions and Word Usage from:

**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 the frontage.

to:

**FRONTAGE-**That side of a lot abutting on a Class V Road, State maintained highway, or a private road ordinarily regarded as the front of the lot. In the event of a lot abutting more than one street, the longest side shall not be less than the minimum frontage requirements of the Zoning Ordinance. For a corner lot, half of the curve of the radius may be included in frontage.

**This change has been recommended by the Planning Board.**

## Article 4

Shall the Town vote to amend the definition of Lot as shown in Article II General Provisions section 229-6 Definitions and Word Usage from:

**LOT-**An individually designed parcel of land

to:

**LOT-** A parcel of land occupied or to be occupied by only the principal building and the accessory buildings or uses customarily incidental to the principal building. A lot shall meet the criteria of Section 229-21 Dimensional Standards as well as provide such yards and other open spaces as are herein required. A lot shall have boundaries identical to those recorded at the Registry of Deeds.

**This change has been recommended by the Planning Board.**

## Article 5

Shall the Town vote to repeal the current verbiage of Article II General Provisions section 229-14 Accessory Dwelling Unit Ordinance and replace it with new verbiage that includes allowing detached Accessory Dwelling Units as posted on the Town website, printed in the Town Report and available at the Town Offices.

**This change has been recommended by the Planning Board.**

## Article 6

Shall the Town vote to amend the Table 4 Chart of Uses, Residential Uses Note number 2, to divide note number 2 under Residential Uses in the Central Business District into two separate notes. Note number 2 will state that Dwellings at street level require a Special Exception. New note number 3 will reduce the minimum floor area of any dwelling unit from 600 square feet to 450 square feet for a one-bedroom dwelling unit. Units two bedrooms or more require an additional 120 sq. ft. per additional bedroom.”

**This change has been recommended by the Planning Board.**

## Article 7

Shall the Town vote to rescind the verbiage in Article XV Historic District Ordinance and replace it with new verbiage as printed in the Town Report, on the Town website and available at the Town Offices.

**This change has been recommended by the Planning Board.**

## Article 8

Shall the Town vote to amend the ARTICLE VIA Floodplain Ordinance to include changes necessary to comply with the requirements of the National Flood Insurance Program as printed in the Town Report, on the Town website and available at the Town Offices.

**This change has been recommended by the Planning Board.**

## Change of Use

### Delete Definition of

~~CHANGE OF USE— [Amended 3-08-2016 ATM by Art 6] A change of use occurs when the use of any land, building or structure is changed from one permitted land use classification to another, or when any of the following occurs:~~

~~Addition or expansion of outside storage.  
Significant change in traffic volume or pattern.  
Change of permitted use category as illustrated in Table 4, or;  
Any significant Site Development activity.~~

### Change of Use Ordinance

#### § 229-23 Change of Use

1. A change of use occurs when the use of any land, building or structure is changed from one permitted land use classification to another, and/or when any of the following occurs:
  - a. Addition or expansion of outside storage;
  - b. Significant change in traffic volume or pattern; we
  - c. Change of permitted use category as illustrated in Table 4;

- d. Any significant Site Development activity; or
- e. A change in the intensity of use.

**§229-23.1 Exempt Changes of Use**

- A. A change of use which does not expand the floor area of a building by more than 200 square feet or involve construction on the site of a building with a floor area greater than 200 square feet is exempt from Site Plan Review, provided that:
  - (1) No adverse impacts beyond site boundaries will occur due to:
    - (a) Increased traffic;
    - (b) Groundwater and drainage;
    - (c) Sanitary and solid waste disposal;
    - (d) Lighting/glare;
    - (e) Noise; or
    - (f) Fumes, odors, or air pollutants; and
  - (2) Municipal services, facilities, and utilities will not be overburdened or adversely impacted.
- B. In order to achieve exempt status, the owner of a property (or his/her agent) must apply to the Planning Board for an exemption from Site Plan Review on forms to be provided by the Board. The application shall fully describe the proposed change of use and shall address the requirements set forth in Subsection A above.
- C. No request for exempt status shall be approved or disapproved by the Planning Board without affording a Public Hearing with the Planning Board to review and determine whether to waive or require Site Plan Review. At this meeting, the Planning Board will decide whether to waive or require Site Plan Review.
- D. The Planning Board may exempt a change of use from Site Plan Review if it determines that the criteria of Subsection A above are met. If any of the criteria are not met or if the Board is unable to determine whether any of the criteria are met, a Site Plan Review application shall be required.
  - 1. After the review of the application, the Planning Board shall determine whether or not a Site Plan Review is required.
  - 2. If the Planning Board decides that a Site Plan Review is required, the applicant shall submit a Site Plan Review application in accordance with § 185-5.
  - 3. In appropriate circumstances, the Planning Board may require an abbreviated site plan submitted by requiring only some of the information required by § 185-5.
- E. A property owner (or his/her agent) may bypass the review procedure outlined in Subsection B above and submit a Site Plan Review application to the Board for review and approval.

**Accessory Dwelling Units**

**§ 229-14. - Accessory Dwelling Unit (In-Law Apartments)**

[Added TM 2015] [Amended ATM 3-15-2017 ART.3]

A. **Accessory Dwelling Unit is 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)/sleeping spaces, a bathroom and optional living room/ dining area.

**1. Attached Accessory Dwelling Unit**-is located in an ~~shared~~ area of the primary dwelling structure that is separate from the primary kitchen and bedroom areas of the permitted one-family dwelling.

**1. A Detached Accessory Dwelling Unit is a cottage, or guesthouse which is built on the same property as the main house.**

B. **ADU's are is-allowed with the following provisions:**

1. An ADU is allowed only ~~in~~ on the property with any of a single ~~one~~ family dwelling unit.
2. An ADU is not allowed on a property with any ~~in~~ two- or multifamily dwellings or ~~with~~ any nonresidential uses.
3. **The property owner shall reside in either the primary dwelling unit and or the ADU at all times.**
4. **Off-street parking shall be provided to serve the combined needs of the principal dwelling unit and an ADU. A second driveway is allowed with a driveway permit issued by the Road Agent.**
5. **The living area 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.**
6. **A building permit for an ADU must be approved and issued prior to the construction of an ADU.**
7. **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.**
8. **Only one ADU shall be permitted on any property to protect against overcrowding, lot coverage and septic sizing issues and to promote privacy.**
9. **An ADU shall not 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 with a principal dwelling on legal nonconforming lot if all provisions of this article can be satisfied.**
10. **The property must be serviced by a NH DES approved septic system sized to meet the needs of the principal dwelling and the ADU as certified by a NH Licensed Septic Designer.**
11. **The ADU must meet all applicable setbacks of the Zoning Ordinance, and the principal dwelling and the ADU must meet all applicable lot coverage requirements of the Zoning Ordinance.**
12. **The ADU may not be sold separately from the principal dwelling unit.**



### C. Attached ADU

1. 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 to the to the side or rear of the structure to preserve the appearance of a one-family dwelling.
2. At least one common interior access between the principal dwelling unit and ADU must exist. A second means of egress from the ADU must exist and be located at the side or rear of the structure.
3. Separate utility service connections and/or meters for the principal dwelling unit and an Attached ADU may exist.

### D. Detached ADU

1. One detached accessory dwelling unit may be allowed by Conditional Use Permit from the Planning Bord if a property meets the following requirements:
  - a. There shall be no other attached accessory dwelling unit(s) on the property.
  - b. Shall be no further than 300 feet from the principal dwelling unit.
  - c. Shall conform with Table 3 “Setback, Coverage and Building Height Requirements.

### Historic District Ordinance

#### ARTICLE XV Historic District Ordinance [Originally Adopted ATM 3-10-20]

#### LEGISLATIVE HISTORY

The Center Historic District Ordinance Article I was adopted by the Annual Town Meeting of the Town of Hillsborough 03-13-1979 as Art 3.

#### § 229-93. Authority,

This article has been adopted by the Town of Hillsborough (“the Town”) in accordance with the authority granted in the New Hampshire Revised Statutes New Hampshire Revised Statutes Annotated 673:1, 673:4, 674:44-674:50 procedurally under the guidance of RSA 675:1, II. Powers and duties of the Historic District Commission (“the Commission”) shall be as prescribed in RSA 674:46-a.

#### § 229-94. Purposes

RSA 674:45-The preservation of cultural resources, and particularly of Structures and places of historic, architectural and community value is hereby declared to be a public purpose. The heritage of the Town will be safeguarded by:

1. Preserving in the Hillsborough Historic District (“the District”) elements which reflect elements of its cultural, social, community and architectural history;
2. Conserving property values within the District;

3. Fostering civic beauty;
4. Strengthening the local economy; and
5. Promoting the use of the District for education, pleasure, and welfare for the citizens of the Town.

## ARTICLE I

[Adopted ATM 3-13-1979 Article 31]

### §229-95 Definitions

ABUTTER- See RSA 672:3.

ACCESSORY BUILDING -See Zoning Ordinance Article II General Provisions Definitions and Word Usage

ACCESSORY USE -See Zoning Ordinance Article II General Provisions Definitions and Word Usage

ALTERATION-Any repair, reconstruction, restoration, replacement, rehabilitation, demolition, addition, or new construction proposed for the exterior of a building or its site. The work may involve changes in materials, dimensions, design, configuration, texture, or visual appearance.

ARCHITECTURAL FEATURE-The architectural style, design, detail, or general arrangement of outer surfaces of a Structure that, if altered or removed, would affect its appearance and character. Examples of architectural features include, but are not limited to, building materials, windows, doors, cornices, roofs porticos, storefronts, and signs.

CERTIFICATE OF APPROVAL (COA)-Written authorization from the Commission to the building owner or project applicant that allows the owner/applicant to conduct any of the regulated activities specified in this ordinance.

COMMERCIAL USE-See Zoning Ordinance Article II General Provisions Definitions and Word Usage

DEMOLITION- The razing destruction, removal, or relocation, entirely or in significant part of a Structure within the District.

GREEN HOUSE-A building or structure constructed chiefly of glass, glasslike, or translucent material, which is devoted to the protection or cultivation of flowers, vegetables, or other tender plants.

LANDSCAPING- See Zoning Ordinance Article II General Provisions Definitions and Word Usage

MAINTENANCE- Any work which will involve no change in materials, dimensions, or design of a Structure within the District.

RECONSTRUCTION-The act of recreating a Structure or part thereof within the District that has been destroyed or has decayed, through documentary research and the use of new materials.

REHABILITATION-The process of returning a Structure within the District to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving the character-defining features that are significant to its architectural, historical and cultural values.

RELOCATION-The act of removing a Structure or other feature within the District from its existing foundation or location to another foundation or location, including on the same subject property.

REPAIR-Any work which will involve no change in materials, dimensions, or design.

SCENIC ROAD-See RSA 231:157 and RSA 231:158

SIGNIFICANT TREE- Any tree that contributes to the character of the district and that exceeds 15” in diameter at a height of 4’ above grade and is located forward of the main Structure on the subject property and /or provides a canopy to the street.

STREET INCLUDES STREET, AVENUE -- See the Zoning Ordinance, Article II =General Provision section 229-6 Definitions and Word usage.

STRUCTURE- See Zoning Ordinance Article II General Provisions Definitions and Word Usage

~~§229-956 Permitted Uses:~~ Historic District Commission Powers and Duties

Permitted uses in the Historic District are located in Table 4 Chart of Uses

**Historic District Commission Powers and Duties**

Powers and Duties of the Historic District Commission shall be as prescribed in RSA 674:46-a, as amended.

**§ 229-95 Zoning Board of Adjustment:**

~~A. The powers of the Zoning Board of Adjustment shall be implemented as prescribed by New Hampshire RSA 674:33 as amended, and as innumerate in Chapter VIII of the Town of Hillsborough Zoning Ordinance.~~

~~B. The Historic District Commissioners shall receive notice of any land use hearings involving properties within the Historic District.~~

**§ 224 § 229-697 Certificates of Approval.**

Uses in the District shall be those permitted in the Table 4 Chart of Uses. Notwithstanding any inconsistent ordinance, local law, code, rule, or regulation concerning the issuing of building permits, no change to any Architectural Feature or any other activities as defined below that is visible from a Street shall be commenced without a Certificate of Approval from the Commission, nor shall any building permit for such change be granted without such a Certificate of Approval having first been issued by the Commission. The Certificate of Approval required by this section shall be in addition to and not in lieu of any building permit that may be required by any ordinance, local law, code, rule or regulation of the Town.

**A. Activities Requiring Review-The following activities, if visible from a Street, shall require a Certificate of Approval from the Commission whether or not such activity requires the issuance of a building permit.**

- 1. Erection, construction, alteration, relocation, or demolition of a Structure, including but not limited to an accessory structure.**
- 2. Erection, construction, or alteration of any permanent sign.**
- 3. Erection, construction, alteration, relocation, or demolition of any architectural feature of a Structure.**

4. Construction, erection, reconstruction, or removal of any stonewall, fence, granite work, walkway, sidewalk, paving (new or expansion of existing), exterior lighting, or permanent sign.
5. Any change or expansion in use will be reviewed for visual appropriateness. The Planning Board may consider, but not necessarily be bound by, recommendations of the Commission for any such changes.
6. Addition or alteration of existing exterior nature of the Structure, including but not limited to the siding, windows or doors of the Structure.
7. Solar Energy Systems are governed by Article XIX Solar Collection Ordinance, section 229-137.

**B. Activities Exempt from Review-The following activities shall not require a Certificate of Approval from the Commission**

1. Ordinary Maintenance and repair of any architectural feature which does not involve a change in the design, dimensions, materials, or appearance of the feature or involve removal thereof.
2. Ordinary repairs and preservation of stone walls, fencing, signs.
3. Painting or re-painting of a structure, building, fence, or appurtenance.
4. Alteration or replacement of any existing roof covering or surface provided that said alteration or replacement is with the same material, patterns and colors of the existing roof covering or surface and provided the roof plane remains the same.
5. Installation or replacement of storm doors and storm windows provided that the historic Architectural Features are not altered, obscured, removed or demolished.
6. Landscaping on properties in residential use, with the exception of the removal of a Significant Tree except as provided for in RSA 231:158 - Effect of Designation as Scenic Roads
7. Interior alternations.
8. Activity that is not visible from a Street.

~~C. Certificate required - In the Historic District, no building permit shall be issued for alteration, construction, demolition or use of land or of building(s) until a Certificate of Approval has been issued by the Historic District Commission as specified in RSA 676:8-9.~~

~~D. Certificates of approval shall not be required for normal repairs and preservation of stone walls, fencing, signs and landscaping.~~

Applications for Certificate of Approval shall be submitted in writing on the form provided to the ~~HD-Commission Hillsborough Center Historic District Commission~~, stating the location, use, nature and, where pertinent, the materials, for which such certificate is sought. Any site plans, building plans, elevations, samples, photographs, sketches, or other information reasonably required by the Commission to determine the appropriateness in question shall be made available by the applicant **with the Application.**

~~E. Issuing Certificates of Approval for Building Permits shall be as prescribed in RSA 676:8-9.~~

F. The ~~Historic District~~Commission shall ~~file~~ **issue** a Certificate of Approval or a Notice of Disapproval ~~within 45 days from receipt of the application pursuant to RSA 676:8-9.~~ **Within a period of 45 consecutive calendar days after the filing of such application or within such further time as the applicant may in writing allow, the Commission shall determine whether the action or usage proposed will be appropriate in its opinion in the Historic District in accordance with the purposes of this section and shall file a certificate of approval or notice of disapproval with the Board of Selectmen, Building Inspector or other duly delegated authority. No building permit shall be issued without a certificate of approval. Failure to file said certificate or notice by the Commission within the specified period of time shall be deemed to constitute approval.**

~~G. The Historic District Commission may **shall** hold a public hearing on a Certificate of Approval application and shall hold a public hearing if one is requested by the applicant **with notice provided in accordance with RSA 675:7**, in the following manner: Ten days after the filing of an application for a Certificate of Approval or application for demolition, the applicant and abutters shall be notified no less than 10 days before the public hearing.~~

~~H. The Historic District Commission shall review applications for building permits within the Historic district for their impact on the district and its objectives as prescribed in RSA 676:8.~~

~~I. The acceptability of any features, fixtures and uses in any such application, shall reflect the objectives of RSA 674:45.~~

~~J. The Historic District Commission shall review:~~

- ~~a. Architectural style,~~
- ~~b. General design and arrangement,~~
- ~~e. Textures,~~
- ~~d. Materials of the building or structure or appurtenant fixtures in question~~
- ~~e. The relation of such features to similar features of buildings in the immediate surroundings~~
- ~~f. The appropriateness of proposed features, buildings, structures and appurtenant fixtures~~
- ~~g. The location on the lot and the removal or demolition of any building or structure or appurtenant fixture in the district wherever such features, buildings, structures and appurtenant fixtures are subject to public view.~~

~~K. The Commission shall not make any recommendations or requirements except for purposes of historic preservation and of preventing developments, construction or changes incongruous with the historic d-District s **and the immediately surrounding** its buildings **Structures and properties** sites and surroundings.~~

~~L. Within a period of 45 consecutive calendar days after the filing of such application or within such further time as the applicant may in writing allow, the Commission shall determine whether the action or usage proposed will be appropriate in its opinion in the Historic District in accordance with the purposes of this section and shall file a certificate of approval or notice of disapproval with the Board of Selectmen, Building Inspector or other duly delegated authority. No building permit shall be issued without a certificate of approval. Failure to file said certificate or notice by the Commission within the specified period of time shall be deemed to constitute approval.~~

M. Notwithstanding that the action or usage proposed may be deemed inappropriate, owing to conditions especially affecting the **subject** lot-building or Sstructure involved but not affecting the Historic District generally, the Commission may find that failure to issue a certificate of approval will involve a hardship (physical, financial or otherwise) to the applicant. Such certificates may be issued without substantial derogation from the intent and purposes of historic preservation in the Town of Hillsborough as stated above. If the Commission determines that a proposed activity is not appropriate, owing to aforesaid conditions, but that failure to issue a certificate will cause substantial hardship, the Commission shall forthwith approve such application and shall issue to the applicant a certificate of approval in which the Commission may impose conditions.

**N. Decisions shall be in conformance with RSA 676:3 as amended. The Notice of Decision shall include specific written findings of fact that support that decision.**

~~A. Record of reasons for non-issuance If the Commission determines that a certificate of approval should not be issued, the reasons for such determination shall be entered in its records and may include recommendations respecting the proposed construction, reconstruction, alteration, moving or demolition.~~

**§229-9798 Appeals.**

Appeals **from any decision of the Commission** shall be taken to the Hillsborough Zoning Board of Adjustment by **the Applicant or** any owner of property wholly or partly within the Historic District and by any other person, agency or group if **party** aggrieved by a ruling of the Historic District Commission **the decision** within 30 days of **the Commission's vote on** such ~~ruling~~ **decision** pursuant to RSA 676:5. The Board of Adjustment shall hear and act upon such appeals within the **time** periods ~~of time~~ prescribed by New Hampshire statute.

**§229- 9899 Enforcement.** - See **Zoning Ordinance** section 229-60

~~**§229-99 Compatibility-**~~

~~Per RSA 674: 46 a, IV, the D:All districts and these regulations are intended to shall be compatible with the Master Plan and Zoning Ordinance of the Town of Hillsborough.~~

**ARTICLE VIA. Floodplain Development**

[Added 3-9-1999 ATM by Art. 3; amended 3-13-2002 ATM by Art. 2, Question #2; 3-13-2007 ATM by Art. 5]

**§ 229-38. Title; Purpose; Construal of Provisions**

This article, adopted pursuant to the authority of RSA 674:16 shall be known as the "Hillsborough Floodplain Development Ordinance." The regulations in this article shall overlay and supplement the regulations in the Hillsborough Zoning Ordinance, and shall be considered part of the Zoning Ordinance for purposes of administration and appeals under state law. If any provision of this article differs or appears to conflict with any provision of the Zoning Ordinance or other ordinance or regulation, the provision imposing the greater restriction or more stringent standard shall be controlling.

**§ 229-39. Applicability; Maps**

[Amended 8-11-2009]

The following regulations in this article shall apply to all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Hillsborough, N.H.," dated September 25, 2009, or as amended, together with the associated Flood Insurance Rate Maps, dated September 25, 2009, or as amended, which are declared to be a part of this article and are hereby incorporated by reference.

**§ 229-40. Definitions**

The following definitions shall apply only to this article, and shall not be affected by the provisions of any other ordinance of the Town of Hillsborough:

**AREA OF SPECIAL FLOOD HAZARD**

The land in the floodplain within the Town of Hillsborough subject to a one-percent or greater chance of flooding in any given year The area is designated as Zone A or AE on the Flood Insurance Rate Map.

**BASE FLOOD**

The flood having a one-percent possibility of being equaled or exceeded in any given year

**BASE FLOOD ELEVATION**

**The elevation of surface water resulting from the “base flood”**

**BASEMENT**

Any area of a building having its floor sub grade on all sides

**BUILDING**

See "structure."

**DEVELOPMENT**

Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

**FEMA** The Federal Emergency Management Agency

**FLOOD or FLOODING**

A general and temporary condition of partial or complete inundation of normally dry land areas from:

- A. The overflow of inland or tidal waters; and
- B. The unusual and rapid accumulation or runoff of surface waters from any source.

**FLOOD INSURANCE ELEVATION STUDY**

An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination and determination of mudslide or flood-related erosion hazards

**FLOOD INSURANCE RATE MAP (FIRM)**

An official map incorporated with this article, on which FEMA has delineated both the special flood hazard areas and the risk premium zones applicable to the Town of Hillsborough.

**~~FLOOD INSURANCE STUDY~~**

See "flood elevation study."

**FLOOD OPENING**

**An opening in a foundation or enclosure wall that allows automatic entry and exit of floodwaters. See FEMA “Technical Bulletin 1, openings in Foundation Walls and Walls of Enclosures”.**

**FLOODPLAIN or FLOOD-PRONE AREA**

Any land area susceptible to being inundated by water from any source. (See definition of "flooding.")

**FLOOD PROOFING**

Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduces or eliminates flood damage to real estate or improved real property, water and sanitation facilities, structures and their contents.

## **FLOODWAY**

See "regulatory floodway."

## **FUNCTIONALLY DEPENDENT USE**

~~A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking and ports a facility that is necessary for the loading/unloading of cargo or passengers, and shipbuilding/repair facilities but does not include long term storage or related manufacturing facilities.~~

## **HIGHEST ADJACENT GRADE**

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure

## **HISTORIC STRUCTURE**

Any structure that is:

- A. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- D. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - (1) By an approved state program as determined by the Secretary of the Interior; or
  - (2) Directly by the Secretary of the Interior in states without approved programs.

## **LOWEST FLOOR**

The lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lowest floor; provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this article.

## **MANUFACTURED HOME**

A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities For floodplain management purposes, the term "manufactured home" includes park trailers, travel trailers, and other similar vehicles placed on site for greater than 180 consecutive days. This includes manufactured homes located in a manufactured home park or subdivision

## **MANUFACTURED HOME PARK OR SUBDIVISION**

A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale



## **MEAN SEA LEVEL**

The National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

## **NEW CONSTRUCTION**

For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

## **~~ONE HUNDRED YEAR FLOOD~~**

See "base flood."

## **RECREATIONAL VEHICLE**

- A. Built on a single chassis;
- B. Four hundred square feet or less when measured at the largest horizontal projection;
- C. Designed to be self-propelled or permanently towable by a light-duty truck; and
- D. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

## **REGULATORY FLOODWAY**

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height

## **SPECIAL FLOOD HAZARD AREA**

~~An area having flood, mudslide and/or flood related erosion hazards, and shown on the FIRM as Zones A or A1-30. (See "area of special flood hazard.")~~

## **START OF CONSTRUCTION**

Includes substantial improvements, and means the date the building permit was issued, provided that the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The "actual start" means either the first placement of permanent construction of a structure on site, such as the pouring of slab or footings, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or part of the main structure.

## STRUCTURE

For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

## SUBSTANTIAL DAMAGE

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

## SUBSTANTIAL IMPROVEMENT

**Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage,” regardless the actual repair work performed. The term does not, however, include either:**

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or;**
- b. Any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a “historic structure”**

Any combination of repairs, reconstruction, alteration or improvements to a structure in which the cumulative cost equals or exceeds 50% of the market value of the structure. The market value of the structure should equal the appraised value prior to the start of the initial repair or improvement or, in the case of damage, the value of the structure prior to the damage occurring. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. This term includes structures which have incurred substantial damage, regardless of actual repair work performed. The term does not, however, include any project for improvement of a structure required to comply with existing health, sanitary or safety code specifications which are solely necessary to assure safe living conditions or any alteration of an historic structure, provided that the alteration will not preclude the structure's continued designation as an historic structure.

## VIOLATION

The failure of a structure or other development to be fully compliant with the community’s floodplain management regulations, a structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in 44 CFR 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

## WATER SURFACE ELEVATION

The height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, **North American Vertical Datum (NAD) of 1988**, (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains.

### **§ 229-41. Building permit required.**

All proposed development in any special flood hazard areas shall require a building permit.

### **§ 229-42. Review of building permit applications; construction requirements**

The Code Enforcement Officer shall review all building permit applications for new construction or substantial improvements to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is located in a special flood hazard area, all new construction or substantial improvements shall:

- A. Be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
- B. Be constructed with materials resistant to flood damage;
- C. Be constructed by methods and practices that minimize flood damages; and
- D. Be constructed with electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

#### **§ 229-42.1. Water, sewer and on-site waste disposal systems**

Where new or replacement water and sewer systems (including on-site systems) are proposed in a special flood hazard area, the applicant shall provide the Code Enforcement Officer with assurance that these systems will be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters, and on-site waste disposal systems will be located to avoid impairment to them or contamination from them during periods of flooding.

#### **§ 229-42.2. As-Built Elevation Information; Certification of Flood Proofing**

- A. For all new or substantially improved structures located in Zone A or AE, the applicant shall furnish the following information to the Code Enforcement Officer:
  - (1) The as-built elevation (in relation to mean sea level NGVD) of the lowest floor (including basement) and include whether or not such structures contain a basement.
  - (2) If the structure has been flood proofed, the as-built elevation (in relation to mean sea level NGVD) to which the structure was flood proofed.
  - (3) Any certification of flood proofing.
- B. the Code Enforcement Officer shall maintain for public inspection and shall furnish such information upon request.

#### **§ 229-42.3. Approval by other Governmental Agencies**

The Code Enforcement Officer shall not grant a building permit until the applicant certifies that all necessary permits have been received from those governmental agencies from which approval is required by federal or state law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. § 1334.

#### § 229-42.4. Alteration or relocation of watercourses

- A. ~~In riverine situations, prior to the alteration or relocation of a watercourse, the applicant for such authorization shall notify the Wetlands Bureau of the New Hampshire Department of Environmental Services and submit copies of such notification to the Code Enforcement Officer, in addition to the copies required by RSA 482-A:3. Further, the applicant shall be required to submit copies of said notification to those adjacent communities as determined by the Code Enforcement Officer, including notice of all scheduled hearings before the Wetlands Bureau Board.~~
- B. The applicant shall submit to the Code Enforcement Officer certification provided by a registered professional engineer, assuring that the flood-carrying capacity of an altered or relocated watercourse can and will be maintained.
- C. Along watercourses with a designated regulatory floodway no encroachments, including fill, new construction, substantial improvements and other development, are allowed within the floodway unless it has been demonstrated through hydrologic or hydraulic analyses performed in accordance with standard engineering practices that the proposed encroachment would not result in any increase in flood levels within the community during the base flood discharge.
- D. Until a regulatory floodway is designated along watercourses, no new construction, substantial improvements or other development (including fill) shall be permitted within Zone AE on the FIRM, unless it is demonstrated by the applicant that the cumulative effect of the proposed development, when combined with all existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community. The Building Inspector shall obtain, review, and reasonably utilize any floodway data available from federal, state, or other sources as criteria for requiring that all development located in Zone A meet the following floodway requirement: "No encroachments, including fill, new construction, substantial improvements, and other development are allowed within the floodway that would result in any increase in flood levels within the community during the base flood discharge."

#### § 229-42.5. Determination of and Development in Special Flood Hazard Areas

- A. In special flood hazard areas, the Code Enforcement Officer shall determine the base flood elevation ~~one hundred-year flood elevation~~ in the following order of precedence according to the data available:
- B.
- (1) In Zone AE, refer to the elevation data provided in the community's Flood Insurance Study and accompanying FIRM.
  - (2) In Zone A ~~unnumbered A-Zones~~, the Code Enforcement Officer shall obtain, review and reasonably utilize any base flood elevation, ~~one hundred-year flood elevation~~ data available from any federal, state or other source, including data submitted for development proposals submitted to the community (i.e., subdivisions, site approvals). Where a base flood elevation is not available or not known for Zone A, the base flood elevation shall be determined to be at least 2 feet above the highest adjacent grade.
- B. The Code Enforcement Officer's base flood elevation ~~one hundred-year flood elevation~~ determination will be used as criteria for requiring in Zones A and AE that:
- (1) All new construction or substantial improvements of residential structures have the lowest floor (including basement) elevated to or above the base flood elevation ~~one hundred-year flood elevation~~.
  - (2) All new construction or substantial improvements of nonresidential structures have the lowest floor (including basement) elevated to or above the base flood elevation ~~one hundred-year flood level~~; or, together with attendant utility and sanitary facilities, shall:

- (a) Be flood proofed so that, below the **base flood elevation** ~~one hundred year flood elevation~~, the structure is watertight with walls substantially impermeable to the passage of water.
  - (b) Have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and
  - (c) Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section.
- (3) All manufactured homes to be placed or substantially improved within special flood hazard areas shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the base flood level; and be securely anchored to resist flotation, collapse or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.
- (4) All recreational vehicles placed on sites within Zones AE and A shall either:
- (a) Be on the site for fewer than 180 consecutive days.
  - (b) Be fully licensed, **on wheels or jacking system, attached to the site only by quick disconnect type utilizes and security devices, and have no permanently attached additions** ~~and ready for highway use~~; or
  - (c) Meet all standards of **this ordinance** ~~Section 60.3 (b) (1) of the National Flood Insurance Program Regulations~~ and the elevation and anchoring requirements for manufactured homes in **this ordinance**. ~~Paragraph (c) (6) of Section 60.3.~~
- (5) For all new construction and substantial improvements, fully enclosed areas below the lowest floor that are subject to flooding are permitted, provided that they meet the following requirements: the enclosed area is unfinished or flood resistant, usable solely for the parking of vehicles, building access or storage; the area is not a basement; the area shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwater. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria:
- (a) A minimum of two **flood** openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
  - (b) The bottom of all openings shall be no higher than one foot above grade.
  - (c) Openings may be equipped with screens, louvers or other coverings or devices, provided that they permit the automatic entry and exit of floodwater.

**§ 229-42.6. Appeals; Variances; Notification of Applicant**

- A. Any order, requirement, decision or determination of the Code Enforcement Officer made under this article may be appealed to the Zoning Board of Adjustment as set forth in RSA 676:5.
- B. If the applicant, upon appeal, requests a variance as authorized by RSA 674:33, I(b), the applicant shall have the burden of showing, in addition to the usual variance standards under state law:
  - (1) That the variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense.

(2) That, if the requested variance is for activity within a designated regulatory floodway, no increase in flood levels during the base flood discharge will result.

(3) That the variance is the minimum necessary, considering the flood hazard, to afford relief.

C. The Zoning Board of Adjustment shall notify the applicant in writing that the issuance of a variance to construct below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and such construction below the base flood level increases risks to life and property. Such notification shall be maintained with a record of all variance actions.

D. The community shall maintain a record of all variance actions, including the justification for their issuance, and shall report such variances issued in its annual or biennial report to FEMA's Federal Insurance Administrator.

## ***POLICE DEPARTMENT REPORT***



2023 was a very successful and busy year at the Police Department. The first thing I want to do is thank everyone for supporting the Health and Wellness Capital Reserve Fund. This fund provided all Hillsboro employees the opportunity to participate in Heart Testing and Screenings on site at the Police Department. These assessments conducted are typically not covered by insurance companies because according to insurance, first responders are not at risk of heart attacks. We are very fortunate to have a community that supports the health and wellness of our Hillsboro First Responders and Employees. We hope to continue maintenance screenings and testing in the future with your support.

There were many well-deserved promotions that took place in 2023. Sergeant Mark McSweeney was promoted to Lieutenant in February of 2023. He has been with the agency since 2013. Police Officer Will Bannister was promoted to Sergeant in May of 2023. He has been with the agency since 2015. These officers both demonstrate profound leadership skills and show true compassion to serve the Hillsboro Community.

I am happy to say voted to the Executive Board of The New Hampshire Association of Chiefs of Police for the position of 2<sup>nd</sup> Vice President of the Association by my fellow Police Chiefs of New Hampshire. I am grateful for the opportunity to represent the Town of Hillsboro at the state level. I will be provided the chance to work alongside the Legislative Leaders of New Hampshire. Our focus will be to better the livelihood of all New Hampshire Residents.

The police department is excited to add Jackie Waldvogel to the department as the Diversion Coordinator. This was a position previously run out of Youth Services in town. However, when discussed between Youth Services Director Clough, Town Administrator Buono and I, it was presented to the Selectman the position should operate out of the Police Department. This transition will bring better continuity to the program. Diversion Coordinator Jackie is a great asset to our team and comes to us with experience from the Juvenile Probation Parole Office.



*\*photo courtesy of Sue Travers Photography*

K-9 Gibbs retired, after over a decade of service with the Hillsboro Police Department. Gibbs played a critical role in locating numerous individuals within Hillsborough County. He has tracked down missing persons, endangered individuals, and criminals. Gibbs has located criminals involved in domestic assaults and has ended pursuits by locating the fleeing passenger(s).

## ***POLICE DEPARTMENT REPORT***

A few notable moments that involved Gibbs were locating a mother experiencing mental distress, who may have been harming her child. She was tracked into the woods and safely extracted. K-9 Gibbs also found a missing person who had experienced hypothermia and had no pulse on scene. That individual was then revived and lived to see another day.

K-9 Gibbs' last apprehension occurred in Antrim, just days prior to his retirement. A domestic dispute was called into Dispatch. The male in question was wanted on felony warrants and fled into the woods. Sergeant Hodgen and K-9 Gibbs deployed to track the subject. Gibbs swiftly picked up the scent and led the officers a short distance into the woods. K-9 Gibbs successfully located and apprehended the subject, who was found in possession of a handgun. That finding goes to show the dangers officers and their K-9 partners may face and the unknown factors each call brings.

K-9 Gibbs served his agency, this town, and this community with fierce unwavering loyalty and courage. These cases serve as a testament to the invaluable role of a well-trained police canine. He has saved lives and been protecting our officers for over a decade. Gibbs' career with the Hillsboro Police Department has come to an end and we extend our gratitude for his years of dedicated service.

We now transition and welcome K-9 Voight to the Hillsboro Police Department. He has been well-trained by our own Sergeant Nick Hogden. He received certification this past November and is on patrol. The pre-planning made for a smooth transition between the K-9 Officers and meant no days lost without assistance from a patrol dog.

The Police Department continued to partake and/or host events within the Hillsboro Community. We were able to bring our grant funded side-by-side and cruisers to the Touch a Truck event at the school. The kids truly enjoyed climbing around the vehicles and watching small K-9 demonstrations and meeting K-9 Dice. We hosted the Bike Rodeo and Barbeque with Youth Services. The children who participated received all new bike helmets and a chance to win a new bike or art pieces that were donated by local artist Jared Powers.

Officer Normand and I participated in the Annual Winni Dip, which is a fundraiser for Special Olympics. The Police Department also organized a portion of the Law Enforcement Torch Run. The officers ran alongside student athletes who compete in Special Olympic events and students from Hillsboro-Deering, Hopkinton and John Stark Regional Schools. Participants ran from Hillsboro to the State House in Concord to show their support for Special Olympics.

The Police Department continues to provide internship opportunities for students from local colleges (i.e. New England College) and high schools (i.e. John Stark and Hillsboro-Deering). The students enrolled in the Criminal Justice Work-based Learning Program at the Concord Regional Technical Center complete 10 weeks' worth of job shadowing with the Hillsboro Police Department. We are happy to share our knowledge with potential future Police Officers.

The PD continues to research and apply for grants to offset the cost inflations for equipment and increase the manpower on the streets without effecting the Overtime Budget. This past year, we received grant funds from the Bulletproof Vest Program, the Office of Highway Safety which included 2 radar units for inside the cruisers, speed enforcement sign, Mobile Database Terminal (computer for cruiser), DWI Enforcement Grants, Speed Enforcement Grants, and Distracted Driving Enforcement Grants. We also received grant money from NH Fish and Game for OHRV related patrols. In total, the department received over \$25,000 in grants.



## ***POLICE DEPARTMENT REPORT***

This year we were fortunate to receive two incredible donations to the Police Department. The donations were memorials for our fellow brother Officer Rory Bohanan and K-9 Fanto. Officer Rory Bohanan served and protected the students, families, and staff of the Hillsboro-Deering School District for 12 years. It goes without saying that his impact on the school community was immeasurable and he was truly loved by the students and staff. Officer Bo was the smiling face that greeted students, families, and staff each morning. He provided guidance and mentoring, support, and encouragement, and was a shining example of a life of service.

Officer Bo was always checking in with students during lunch, visiting classrooms, riding his bike across campus, or directing traffic with a friendly wave and/or smile. He was the positive force the kids could rely on each day when walking through the doors of the Hillsboro-Deering Schools. Every member of the school community benefited from his care and compassion, there was never any doubt that Officer Bo loved his work as the School Resource Officer.

In honor of Officer Bohanan and the impact he had on the students of the Hillsboro-Deering School District, Zeth Kenney and his son Finnley designed and donated a memorial bench engraved with Officer Bohanan's name and Class of 2034. The memorial bench is located outside the main entrance of the Hillsboro Police Department. Mr. Kenney stated "I wanted to do something to highlight how important a good SRO is for the students and schools. He was a special guy and Finnley's class was the final group he worked with."



Seventeen-year-old, Benjamin LaBier devoted a substantial amount of time to his commendable Eagle Scout Project. His project entailed fundraising and establishing a K-9 Memorial to honor past and current Canine Officers of the Hillsboro Police Department. This project was inspired by the passing of K-9 Fanto in March of 2019. Benjamin took it upon himself to construct this dignified memorial. It proudly showcases the names of every former and current K-9 that has served within the Hillsboro Police Department.

## *POLICE DEPARTMENT REPORT*



This image features Benjamin LaBier alongside Sergeant Hodgen with K-9 Voight and Officer Gallant with K-9 Dice at the K-9 Memorial.

In closing, the Police Department would like to thank the Hillsboro Community for their continued support and entrusting them with their safety. The endless support exemplifies the trust you have in our abilities to provide a safer community for all Hillsboro residents. I would also like to thank my team for their devotion to making this town safe and dedication to making positive connections throughout the Hillsboro Community.

Respectfully submitted,  
Chris Parsons  
Chief of Police

## ***POLICE DEPARTMENT STATISTIC REPORT***

Phone Calls handled by Dispatch	41,537 (Up 11,000 calls)
911 Calls	1,494 (up 380 calls)
Police incidents Dispatched	19,722 (up 2,500 calls)

<b>Crimes Against People</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Kidnapping/Abduction	1	2	3
Sexual Assault	14	21	27
Aggravated Assault	2	1	2
Simple Assault	85	92	107
Intimidation	49	44	44
<b>Crimes Against Persons Total</b>	<b>150</b>	<b>157</b>	<b>183</b>

<b>Crimes Against Property</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Robbery	0	1	1
Arson	1	2	1
Burglary/Breaking and Entering	4	12	7
Extortion	2		2
Larceny (Shoplifting)	5	3	6
Larceny (From Building)	5	12	6
Larceny (from Motor vehicles)	3	5	7
Larceny (All other)	19	13	30
Motor Vehicle Theft	5	10	3
Counterfeit/Forgery	7	2	3
Fraud	22	28	18
Stolen Property	2	5	10
Destruction of Property/Vandalism	43	61	53
<b>Total Crimes Against Property</b>	<b>118</b>	<b>154</b>	<b>147</b>

<b>Crimes Against Society</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Drug/Narcotic Violations	123	147	138
Pornography/Obscene Material	18	12	10
Weapon Law Violations	14	26	14
<b>Total Crimes Against Society</b>	<b>155</b>	<b>185</b>	<b>162</b>

<b>Group B Crimes</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Bad Checks	4	1	2
Curfew/Loitering	0	4	2
Disorderly Conduct	21	11	45
Driving under Influence	46	37	65
Drunkenness	25	37	60
Family Non Violent Offense	7	9	11
Liquor Law Violations	29	16	40
Runaways	3	9	3
Trespass of Real Property	17	27	25
All other Offenses	165	155	210
<b>Total</b>	<b>317</b>	<b>306</b>	<b>463</b>

## ***PROJECT LIFT REPORT***

Project LIFT’s mission is to provide adult education and workforce preparation activities to adults in Hillsborough and surrounding communities. Our vision is to improve the socioeconomic status of adults through supporting and encouraging education, employment, life-long learning, and civic involvement.

### Adult Education

Through the generosity of our funders and volunteers we provided 1,079 hours of instruction to 30 adult education students in the areas of basic academic skills improvement, high school equivalency test preparation, and learning English. Three students achieved their high school equivalency certificate and 8 students improved their skills.

### Workforce Preparation

Forty-six individuals, including 30 senior citizens, received assistance with career counseling, writing resumes, using technology and applications, applying for college or training programs, completing on-line job applications, and connecting with local resources.

### Funding

Project LIFT is a self-funded, nonprofit, volunteer-based organization. We rely on grants and the generosity of the communities that we serve. Donations are always gratefully accepted!

### Volunteers

From academic tutoring to technical support, our programs would not be possible without the dedication of volunteers.

Thank you Project LIFT volunteers for all that you do to make a difference in the lives of others in the community.

Thank you to all who supported Project LIFT in 2023!

Respectfully submitted,  
Trish Bush  
Director, Project LIFT  
(603) 464-5285  
HillsboroAdultEd@gmail.com

### **Funding Sources**

	\$	%
Individual Donations	\$593	1.00%
Community Organizations	\$500	0.90%
Earned Income	\$8,960	15.80%
Grants	\$9,000	15.90%
Programs	\$17,775	31.30%
Town Contributions	\$19,950	35.10%
<b>Total</b>	<b>\$56,778</b>	<b>100%</b>

### **Individuals Served by Town**

<b>Town</b>	<b># Students</b>	<b>%</b>
Antrim	1	1.3
Bradford	2	2.6
Deering	8	10.5
Francestown	0	0
Greenfield	0	0
Hillsborough	49	64.5
Hancock	1	1.3
Henniker	3	3.9
Keene	0	0
Peterborough	4	5.3
Warner	0	0
Washington	6	7.9
Weare	1	1.3
Windsor	1	1.3
Unknown	0	0
<b>Total</b>	<b>76</b>	<b>100</b>

## ***SOLID WASTE ADVISORY BOARD***

In 2023 the Solid Waste Advisory Board (SWAB) continued to meet regularly. Our mission is to support the operation of the Transfer Station with cost effective suggestions so things can keep running as efficiently as possible. The board is comprised of two residents from Hillsborough, Deering and Windsor, the Hillsborough Town Administrator and Transfer Station Manager also participate and the public is welcome. We are committed to reducing waste at town events and cultivating the conversation about what to do with the trash we create from all we consume.

In preparation for the SummerFest at Grimes Field in July, several members of the SWAB designed and built a new Hydration Station for free water bottle refills. The new design streamlined the water delivery by hooking hoses up directly to the plumbing at Grimes Field. With a water filter and an easy filler-spout, this new and improved system allowed SWAB volunteers to fill people's containers more easily. Although we still need to fine-tune the pressure valve, with the hot days people seemed to enjoy the splash! The Hillsborough Fire Department continues to help by donating ice. We see that with our consistent presence at the fair each year, more and more community members are getting in the habit of bringing reusable containers with them to the fairgrounds and making use of our offering to reduce the overall plastics being thrown out. We are taking this opportunity to remind people to please bring their refillable bottles to all events that Hillsborough holds. We are committed to making free water refills a fixture of the fair to remind everyone that one of the best ways to save the planet is to reduce waste and reuse what we can!

As Transfer Station Manager Luke Levesque, was preparing to retire, he requested we revisit the idea of how permit stickers are regulated and distributed. As many know, our Transfer Station has required permit stickers for years now, however, there has been little to no enforcement for some time due to limited staff performing daily operations, and increased usage. With guidance from Luke and the current Transfer Station Manager Angie Poluchov, the SWAB identified different community Transfer Stations with similar-sized population to research. Each SWAB member contacted one to two Transfer Stations with a list of questions about their permit programs, including how stickers were distributed, whether or not they charged money, how often they were renewed, and general success of their sticker program. After gathering data, the SWAB members pooled the results and discussed their findings. There are many reasons why communities find it beneficial to verify the people using their transfer station facilities. We concluded that it was time to devise a plan to roll out a revitalized sticker program in 2024.

On September 27, 2023 several SWAB members and Angie went to Hillsborough's Board of Selectman meeting to propose the sticker program update and answer questions. The Select Board was in favor of the proposal. We presented the research and our rationale, stating that SWAB found all surrounding communities adhere to an active sticker program. While other towns have strict policies for using their Transfer Stations, neighboring folks are known to use our facility for convenience and our residents end up paying for their waste disposal. Updated stickers help to monitor that only eligible individuals are using our Transfer Station, over time this will enable us to better track and communicate protocol for unique situations, including short-term rentals and seasonal residents. The sticker color will change each year in alignment with the vehicle registration and inspection stickers. While each town will be responsible for creating their own method for sticker distribution, the SWAB discovered most towns give out stickers right

along with car registration stickers from the town clerk. Special short-term permits can be obtained at the Transfer Station for seasonal property owners and property clean-outs. Proof of residency in Hillsborough, Deering, or Windsor, will be required. The local commercial permit process will continue to be handled in the current manner, through the Transfer Station, for trash generated in Hillsborough, Deering and Windsor only and will be monitored by the facility staff. There is no charge for these stickers.

## ***SOLID WASTE ADVISORY BOARD***

We understand that any change is challenging and that there will be questions as we evolve, but we feel that it is worth the effort, even if it takes time for everyone to be comfortable with the details. Neighboring towns require eligibility to use their transfer stations. The proposed launch for the revamped sticker program is June 2024.

Moving forward in 2024, we hope to research and discuss other topics including:

- Solar panel disposal
- Large lithium battery disposal
- Municipal compost feasibility

We want to thank Luke Levesque for his 24 years of service as the Transfer Station Manager and wish him the best in his retirement. If he gets bored, surely Angie and all the others using the Transfer Station would like a visit. Happy Times Luke.

There is currently a vacant position on the SWAB for a Windsor resident. If you are interested please contact the Windsor Select Board member Charlotte Hebert.



## ***TRANSFER STATION TONNAGE REPORT***

<b>Month</b>	<b>Aluminum Cans</b>	<b>Cardboard</b>	<b>Televisions/ Monitors]</b>	<b>Metal</b>
			[ IN POUNDS ]	
January	2.84	19.61		9.33
February				10.58
March	2.44		5,093	10.58
April		17.86		22.11
May	2.53		5,222	28.97
June		17.31		25.75
July	2.32	20.05		26.21
August	2.50		6,219	25.29
September		21.20		23.10
October			4,995	22.44
November	2.69	20.56		27.58
December		18.45	4,510	17.29
<b>Total Tonnage</b>	<b>15.32</b>	<b>135.04</b>	<b>26039.00</b>	<b>249.23</b>
	<b>Paper</b>	<b>Refrigerator/ Ac's</b>	<b>Demolition</b>	<b>Municipal Solid Waste</b>
January	10.57	27	34.00	144.46
February			32.39	116.62
March	10.31	39	29.44	130.03
April			54.18	148.08
May	10.53	93	83.59	151.44
June		70	83.89	159.07
July	9.21	47	95.43	154.66
August		78	78.36	129.78
September	9.30	38	93.20	191.82
October	8.43	66	96.10	139.14
November		88	62.56	100.53
December	10.12	41	43.76	110.28
<b>Total Tonnage</b>	<b>68.47</b>	<b>587</b>	<b>786.90</b>	<b>1675.91</b>

## **TOWN CLERK'S REPORT**

<b>2023 Registration</b>	\$1,077,838.08	
Dog Licenses	2,548.00	
Dog Fines	608.00	
Marriage licenses	1,900.00	
Certified Copies	8,773.00	
UCC	945.00	
<b>Paid to the Town of Hillsborough</b>		<b>\$1,092,612.08</b>

### **Vital Statistics**

Births	40	
Marriages	26	
Deaths	87	

### **2023 Hillsborough Deaths**

ABBOTT, SHAWN C	ALEXANDRA, RYANNE	ANDREWS, BRENDA M
ARVANETAKI, BERTIE	BENNETT	
ESTELLE	BOREY, RHONDA L	BOUCHARD, PATRICIA (TISH)
CARON, RALPH F	CATE, FRANK P	COLLINS, JOHN A
COLLINS, LAWRENCE G	CONNOR, DOUGLAS R	CONSTANT, ANGEL L
COTE, MALCOLM K	CRANDALL, PATSY F	CURTI JR, HENRY G
DECOWSKI, CELIA	DEMAG JR, LEO F	DESMARAIS, CAROLYN
DIBUONO, RUTH S	DILLON, JAMES V	DOE JR, WALTER A
DUEFIELD, WILLIAM W	DUKE, HOLLIS A	DURST, ERIC L
ELMAHDY, SALAH A	EMERSON, ELAINE A	FERGUSON, MARY A
FLECK, PATRICIA A	FREDERICK, HERBERT A	GEE, BEVERLY A
GEORGE, PRISCILLA O	GOULD SR, ERNEST	GOULD, WAONDA K
HAMEL, MARY ANN	HANNO, MARY J	HEALY, ROBYN L
HOCK, HEATHER D	HORNIAC, EDWARD J	JENSEN, DAVID M
JOHNSON, SALLY P	JUNKALA, PAULINE M	KELLEY, LUCINDA R
KELLEY, NANCY H	KING, ANNE W	KNEE, RICHARD D
KNEELAND, ALLEN G	KNIGHT, JAMES A	KNOX, BARBARA A R
KOVACS, PATRICIA J	KULBACKI, ROSALIE A	LEKSUTIN, STEVEN A
LEMERE JR, LEVI A	LIND, DIANA M	MAILLOUX, LUC R
MANLEY JR, ELMER I	MARGETTS, WILLIAM T	MERRILL, DORIS C
MILLIGAN, RACHAEL A	MULLINER, SHANE W	MUNROE, DAVID C
O'BRIEN, MARY O	PALUMMERI, ALICE MILLS	PARKER, DANIEL B
PATTEN, PATRICK C	PECK JR, WALTER C	PLETCHER, ROBERTA
RADTKE, DERALD J	RAMOS, DULCE M	ROGERS, CHRISTA E
SCALES, JEAN M	STANWOOD, CYNTHIA	STARK, CHRISTEN



## ***TOWN CLERK'S REPORT***

STEINER, LISA JO  
TILLEY, BEVERLY A  
TWOMBLEY, DENISE L  
VEAZIE, LESTER R  
WEBBER, JANE P

TEMPLE, ANDREW C  
TOMLINSON, FAY  
VAN DER LINDE, JOHN R  
WADSWORTH, LISA M  
WHITCOMB JR, ROSWELL A

TERRY, LYNNE A  
TOPPING, JACOB  
VARGA, LINDSAY M  
WARRINGTON, MARGARET A  
WOODWORTH, JULIANA C

Respectfully submitted,  
Deborah McDonald  
Hillsborough Town Clerk

## ***WATER & SEWER COMMISSIONER'S REPORT***



As recommended by the December 2023 Sewer Rate Study (SRS) prepared by Underwood Engineers sewer rates were raised 25% percent for the 2nd quarter billing in 2023. The increase, to be followed by a similar 25% percent increase in 2026, is intended to bring annual asset management funding to 80% of the \$625,000 annual goal identified in Underwood's April 2022 Wastewater Asset Management Plan (Sewer AMP).

Design work is complete on the first infrastructure project to be funded jointly by the town and the commission. While the initial scope of the project was the reconstruction of Whittemore Street, along with replacement of sewer, water and stormwater lines, it has since expanded to include replacement of water and sewer lines on the majority of Park Street as well as Park Place and the construction of a new cross country sewer line from the terminus of Park Place to Henniker Street.

Other water and sewer projects completed this past year include the raising of sewer manhole covers and water gate valve boxes up to grade as part of state and town paving projects on Bridge Street, Myrtle Street and West Main Street.

Projects specific to water operations included:

- The installation of wireless communication between the Water Treatment Plant (WTP) at Loon Pond and the Bible Hill Reservoir



- Construction of a new sampling building and the raising of controls at the Bible Hill Reservoir, eliminating the need for personnel to enter a below ground confined space during water sampling.
- The addition of 665.66 cubic yards of sand to the 3 sand filters at the WTPU, the first such addition of sand since the facility was constructed in 1996.

Projects specific to sewer operations included:

- The Bear Hill pump station control panel, alarm system and electrical were updated and a second pump was installed.
- The purchase of 4 new chemical pumps for the chemical feed building at the Wastewater Treatment Plant (WWTP).
- The replacement of 2 steel doors at the WWTP.
- Mowing of cross-country sewer easements and cleaning and inspection of 14,493 LF of sewer mains.

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 funded entirely 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 – Water and Sewer Administrator Penny Griffin, WWTF operator Paul Dutton, WTF operator Cody Boisvert and WTF/WWTF assistant operator Alex Mellen for their continued efforts on behalf of the commission and the community.

Respectfully submitted,  
Peter Mellen, Chairman  
Dana Clow  
Dave Lewis

## ***OFFICE OF YOUTH SERVICES, RECREATION AND PARKS***

Reflecting on 2023, the Office of Youth Services and Project Genesis is proud to have done some amazing work with the community and the youth this year. We have served 1330 meals this year through our partnership with Whole Foods and our Life Skills Program. Our Trunk or Treat event was a huge success with over 1500 participants and 18 businesses and community members coming to hand out candy! In addition, participants at Project Genesis were able to help downtown Hillsborough by watering the flower barrels as well as building and supplying the doggy stations with new treats and waste bags.

2023 has been a year of transition, growth, and positive change here at Project Genesis and the Office of Youth Services. We continue to stick to our mission of providing services to the youth of the Hillsborough community and look forward to expanding that reach to all ages in 2024. With the transition of our Diversion Program to the Hillsborough Police Department, the Office of Youth Services is excited to take on Parks and Recreation! Our newest member, Zoe Paige, will be taking on the new role of Program Coordinator and will be working diligently on creating programs, events, and trips for all ages of the community.

Project Genesis has officially settled into the new location at 7 School St. and is always looking to enroll new participants from 7<sup>th</sup> - 12<sup>th</sup> grade on Tuesdays through Fridays from 2 to 6pm. Our new Youth Center Coordinator, Christopher Thomas, is hard at work creating fun and engaging programming for youth center attendees. In addition, we will continue to be a leader in community service and continue to provide our services to those in need.

Lastly, I would like to highlight the Parks Department as there have been some amazing changes down at Grimes Field, in addition to keeping the fields in good condition we have transformed the tennis courts into pickleball and tennis courts. With the new courts we will be able to accommodate both sports without having to compromise surface. You can expect to be playing on these in the summer of 2024!

Respectfully submitted,  
James Clough  
Director of Youth Services, Recreation, and Parks





# *Town of Hillsborough*



***2023***

## ***Town Meeting Minutes***



## 2023 TOWN MEETING MINUTES

At a legal meeting of the Town of Hillsborough, County of Hillsborough, in said State of New Hampshire, inhabitants qualified to vote in Town Affairs of said Town on the postponed date of March 28<sup>th</sup> in 2023, at the Hillsboro-Deering Middle School in said Hillsborough, New Hampshire at seven o'clock in the morning, the Moderator called the meeting to order. Meeting was postponed from March 14, 2023 because of a major snow storm. Article One, the election of officers through Article Fifteen 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 Sixteen through Thirty Three were to be taken up at the Hillsboro-Deering Middle School at 7:30 P.M.

**Article 1:** The voters of Hillsborough proceeded to ballot for one Selectman for three years, one selectman for two years, one Town Clerk / Tax Collector for three years, one Treasurer for three years, two Planning Board members for three years, two Zoning Board of Adjustment members for three years, one Trustee of the Fuller Public Library for three years, one Trustee of the Trust Funds for three years, one Cemetery Trustee for three years, one Water & Sewer Commissioner for three years, one Water & Sewer Commissioner for two years, and all other necessary Town Officers or agents for the ensuing year.

**Article 2:** The Town voted to add the definition of Construction Services to Article II General Provisions section 226-6 and add such Construction Services to the Table 4 Chart of Uses as a permitted use in the Commercial Zone and permitted by Special Exception in the Rural Zone.

Construction Services: Any of the activities commonly referred to as construction and shall include without limiting thereby, building, plumbing, heating, roofing, interior remodeling and/or excavation as defined in RSA 155-E.

Yes 442 No 244

**Article 3:** The Town voted to add the definition of Contractor's Storage Yard to Article II General Provisions section 226-6 and add such Contractor's Storage Yard to the Table 4 Chart of Uses as a permitted use in the Commercial Zone and permitted by Special Exception in the Rural Zone.

Contractor's Storage Yard: An area of outdoor open storage for materials used for construction and for construction equipment. The materials and equipment are typically employed in the course of the contractor's business or may be available for sale or rent.

Yes 427 No 262

**Article 4:** The Town voted to add the definition of Entertainment Establishment to Article II General Provisions section 226-6 and add such Entertainment Establishment to the Table 4 Chart of Uses as a permitted use in the Commercial Zone and Central Business District.

Entertainment Establishment-Any establishment (indoors or outdoors) where entertainment, either passive or active, is provided for the pleasure of the patrons, either independent or in conjunction with any other use. Such entertainment includes but is not limited to vocal and instrumental music, dancing, karaoke, comedy, and acting. This does not include any of the uses defined in Article XI Sexually Oriented Businesses.

Yes 458 No 220

**Article 5:** The Town voted to add the definition of Entertainment, Live to Article II General Prevision section 226-6 and add such Entertainment, Live to the Table 4 Chart of Uses as a permitted use in the Commercial Zone and Central Business District,

Entertainment, Live-A musical, theatrical, dance, cabaret, or comedy act performed by one or more persons. Live Entertainment does not include any of the uses defined in Article XI Sexually Oriented Businesses.

Yes 454 No 221

**Article 6:** The Town voted to add the definition of Event Venue to Article II General Provisions section 226-6 and add such Event Venue to the Table 4 Chart of Uses as a permitted use in the Commercial Zone, Central Business District and permitted by Special Exception in the Rural Zone.

Event Venue: A commercial site that accommodates the gathering of groups and/or individuals to host recurrent events such as wedding(s), business meeting(s), or any other commercial events. Such events are allowed to be conducted indoors or outdoors within or around the primary and/or accessory buildings or structures on a property.

Yes 459 No 215

**Article 7:** The Town voted to add the definition of Manufacturing to Article II General Provisions section 226-6 and add such Manufacturing to the Table 4 Chart of Uses as a permitted use in the Commercial Zone.

Manufacturing-The commercial, mechanical, or chemical transformation of materials or substances into new products, including the assembling of component parts, the creation of products, and the blending of materials including but not limited to oils, plastics, and resins.

Yes 419 No 246

**Article 8:** The Town voted to add the definition of Pet Grooming to Article II General Provisions section 226-6 Business District, Rural Zone and permitted by Special Exception in the Residential Zone\

Pet Grooming The grooming of a domestic animal, including bathing, cutting of hair, trimming of nails, and other services generally associated with the act of grooming but shall exclude veterinary services, breeding, boarding, and overnight accommodation.

Yes 454 No 221

**Article 9:** The Town voted to add the definition of Commercial Hydroponics Facility to Article II General Provisions section 226-6 and add such Commercial Hydroponics Facility to the Table 4 Chart of Uses as a permitted use in the Commercial Zone.

Commercial Hydroponics Facility-A commercial facility that houses the cultivation of plants by placing the roots in liquid Nutrient solutions rather than in soil. This definition will not limit the use of hydroponics conducted on a farm or agricultural operation as defined in RSA 21:34-a II

Yes 448 No 224

**Article 10:** The Town voted not to amend the Table 4 Chart of Uses, Residential Uses Note number 2, to Divide note number 2 under Residential Uses in the Central Business District into two separate notes. Note number 2 will state that Dwellings at street level require a Special Exception. New note number 3 will reduce the minimum floor area of any dwelling unit from 600 square feet to 300 square feet for a one-bedroom dwelling unit. Units two bedrooms or more require an additional 120 sq. ft. per additional bedroom.”

Yes 304 No 383

**Article 11:** The Town voted to amend the Table 4 Chart of Uses to add Residential Solar Energy Systems permitted on any residential structure, and Commercial Solar Collection Systems permitted in the Commercial Zone and Residential Zone.

Yes 508 No 186

**Article 12:** The Town voted to amend the definition of Light Industry in Article II General Provisions section 226-6 to remove the requirement allowing no more than 30 employees and adding the language “outside the enclosed building”.



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

Yes 427 No 263

**Article 13:** The Town voted to amend Article III General Provisions section 229-12 to add Conditional Use Permits to the Zoning Ordinance.

Yes 367 No 293

**Article 14:** The Town did not vote to amend the language of Article IX Administration and Enforcement 229-59 H.

**From:** 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.

**To:** A building permit for a building, structure, alteration or proposed land use or otherwise shall become void if the work is not started and substantially completed with all reasonable due diligence within 1 year.

Yes 352 No 352

**Article 15:** The Town voted not to adopt a new Article XX Dark Skies Ordinance and the associated Dark Skies Lighting Levels Map as published in the 2022 Town Report and on the Town website.

Yes 253 No 452

The 2023 Town Meeting was called to order at 7:30 pm, by Moderator Eric Ivanov at the Hillsboro-Deering Middle School Auditorium. The Pledge of Allegiance was recited by the residents of Hillsborough Heidi Welch, the former school Music teacher, sang the National Anthem. Mr. Ivanov than spoke on the rules of the meeting and how it would proceed.

**Article 16** Moved by Selectman James Bailey and seconded by Selectman Richard Pelletier, the Town voted to raise and appropriate the sum of \$8,671,606.00 (Eight Million Six Hundred Seventy-One Thousand Six Hundred Six Dollars) as a 2023 Operating Budget. This amount does not include amounts from any other warrant articles.

With no discussion the article passed.

Mr. Alan Dobrowolski moved to move article 28 up to be voted on next, seconded by Mr. Benny Valenzuela. Passed by had vote and Article 28 was moved forward for a vote.

**Article 17:** Moved by Selectwoman Iris Campbell and seconded by Mr. Bailey, the Town voted to raise and appropriate the sum of \$852,360.00 (Eight Hundred Fifty-Two Thousand Three Hundred Sixty Dollars) for the purpose of operating the Water Department during 2023. Of that sum, \$100,000.00 (One Hundred Thousand Dollars) to come from Water Department Surplus and \$752,360.00 (Seven Hundred Fifty-Two Thousand Three Hundred Sixty Dollars) is to come from Water Department income. Some discussion on this article on which Mr. Peter Mellen from Water and Sewer, answered the questions that were asked and article passed with hand vote.

**Article 18:** Moved by Mr. Pelletier and seconded by Mr. Bailey, the Town voted to raise and appropriate the sum of \$1,063,694.00 (One Million Sixty-Three Thousand Six Hundred Ninety-Four Dollars) for the purpose of operating the Sewer Department during 2023. Of that sum \$1,063,694.00 (One Million Sixty-Three Thousand Six Hundred Ninety-Four Dollars) is to come from Sewer Department income. No discussion and passed by hand vote.

**Article 19:** Moved by Mr. Bailey and seconded by Mr. Pelletier, the Town voted to raise and appropriate the amount of \$425,000.00 (Four Hundred Twenty-Five Thousand Dollars) to be deposited in the following already established Capital Reserve Funds:

Highway Department Equipment CRF	\$ 30,000.00
Ambulance CRF	\$ 100,000.00
Municipal Buildings Maintenance, Repairs & Upgrades CRF	\$ 100,000.00
Cemetery Maintenance & Repair CRF	\$ 10,000.00
Library Building CRF	\$ 50,000.00
Parks CRF	\$ 50,000.00
Sidewalks CRF	\$ 25,000.00
Transfer Station Equipment CRF	\$ 60,000.00

Of that sum, \$300,000.00 (Three Hundred Thousand Dollars) is to come from the Undesignated Fund Balance and \$125,000.00 (One Hundred Twenty-Five Thousand Dollars) is to come from taxation. Mr. John Segedy submitted an amendment to the article to decrease amounts but the amended was defeated by hand vote and the article passed as written by hand vote after much discussion.

**Article 20:** Moved by Mrs. Campbell and seconded by Mr. Bailey, the Town voted to raise and appropriate the non-lapsing sum of \$350,000.00 (Three Hundred Fifty Thousand Dollars) for the purpose of road work? Of this amount, \$153,194.00 (One Hundred Fifty-Three Thousand One Hundred Ninety-Four Dollars) is to come from the Undesignated Fund Balance and \$196,806.00 (One Hundred Ninety-Six Thousand Eight Hundred Six Dollars) from taxation. This article is to be non-lapsing until December 31, 2024. Article passed with no discussion and a hand vote.

**Article 21:** Moved by Mr. Pelletier and seconded by Mrs. Campbell, the Town voted to raise and appropriate the amount non-lapsing sum of \$136,450.00 (One Hundred Thirty-Six Thousand Four Hundred-Fifty Dollars) for the purpose of purchasing a trash trailer for the Transfer Station. Of this amount, \$136,450.00 (One Hundred Thirty-Six Thousand Four Hundred-Fifty Dollars) to come from the Undesignated Fund Balance. This article is to be non-lapsing until December 31, 2024. Passed by hand vote with no discussion.

**Article 22:** Moved by Mr. Bailey and seconded by Mr. Pelletier, the Town voted to raise and appropriate the amount of \$273,000.00 (Two Hundred Seventy-three Thousand Dollars) for the purpose of the East Washington Road Bridge Repair. Of that sum, \$212,658.00 (Two Hundred Twelve Thousand Six Hundred Fifty-eight Dollars) is to come from the Undesignated Fund Balance and \$60,342.00 (Sixty Thousand Three Hundred Forty-two Dollars) from taxation. A few questions asked and answered, article passed with a hand vote.

**Article 23:** Moved by Mrs. Campbell and seconded by Mr. Bailey, the Town voted to authorize the Selectmen to enter into a 5-year lease purchase agreement containing a non-appropriation clause, in the amount of \$270,775.00 (Two Hundred Seventy Thousand Seven Hundred Seventy-five Dollars) for the purpose of purchasing new Highway Department Truck and to raise and appropriate the sum of \$60,000.00 (Sixty Thousand Dollars) for the first year's payment for that purpose. Hand vote passed this article with no discussion.

**Article 24:** Moved by Mr. Pelletier and seconded by Mrs. Campbell, the Town voted to establish a Capital Reserve Fund for the purpose of Employee Health and Wellness, and to raise and appropriate the sum of \$35,000.00 (Thirty-five Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$35,000.00 (Thirty-five Thousand Dollars) is to come from the Undesignated Fund Balance. There was a lot of discussion on this article, but a hand vote passed it after, questions were answered.

**Article 25:** Moved by Mr. Bailey and seconded by Mr. Pelletier, the Town voted to establish a Capital Reserve Fund for the purpose of Computer and Software Upgrades, and to raise and appropriate the sum of \$50,000.00 (Fifty Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend. Of that sum, \$50,000.00 (Fifty Thousand Dollars) is to come from the Undesignated Fund Balance. Hand vote passed the article with no discussion.

Mrs. Riche Colcombe moved to bring article 31 forward and seconded by Mr. Sean Burt. Ernie Butler requested to do so with a ballot vote. Request was signed by five voters for the ballot vote. Article 31 was

moved forward with ballot vote, with a hand vote to move and vote by ballot. Polls opened and ballots were cast.

**Article 26:** Moved by Mrs. Campbell and seconded by Mr. Valenzuela, the Town voted to adopt the provisions of RSA 41:26-E to change the Town Treasurer from an elected position to an appointed position. No discussion and passed with hand vote.

**Article 27:** Moved by Riche Colcombe and seconded by Mrs. Campbell, the Town voted to readopt the provisions of 72:28-b, in accordance with RSA 72:27-a, previously adopted for an All Veterans' Tax Credit, [2017 Adopted RSA 72:28-b All Veteran's Tax Credit \$500 (Article 22)], at \$500.00 per year. If readopted and approved, this article shall take effect for the April 1, 2023 tax year. As amended by Article 28 which was voted on and amended, article 27 amount was now also amended to 750.00 per. This article as amended also passed with little discussion

**Article 28:** The Town vote to readopt the provisions of RSA 72:28, II, in accordance with RSA 72:27-a, for an Optional Veterans' Tax Credit at \$500.00 per year. If readopted and approved, this article shall take effect for the April 1, 2023 tax year. As originally written, but an amendment was written to make the amount \$750.00 and was voted on and adopted. Mr. Dobrowski's amendment passed and the article passed with the increase to 750.00 per year. Article as amended was moved by Mr. Bailey and seconded by Mrs. Campbell, with no discussion, passed with hand vote.

**Article 29:** Moved by Mrs. Campbell and seconded by Mr. Bailey, the Town voted not to accept Old Mill Farm Road, a private road, which measures 1,323.91 feet along the centerline from Beard Road to its termination in a cul-de-sac. This approval is contingent upon final inspection by the Road Agent and Board of Selectmen. Road Agent Mr. Ernest Butler spoke on this article and said it was better to wait on road, until some improvements could be completed. Article did not pass with a hand vote.

**Article 30:** Moved by Mr. Pelletier and seconded by Mr. Valenzuela, the Town voted not to accept Minot Road, a private road, which measures 659.59 feet along the centerline from Beard Road to Old Mill Farm Road. This approval is contingent upon final inspection by the Road Agent and Board of Selectmen. This article has some discussion and did not pass by hand vote.

**Article 31:** Moved by Mr. Bailey and seconded by Mr. Valenzuela, the Town of Hillsborough voted not to raise and appropriate a sum not to exceed \$75,000.00 (Seventy-five Thousand Dollars) for the purpose of purchasing the property of 22 Henniker Street for the purpose of constructing a municipal parking lot to be available for the public use. Much discussion on this article and then a ballot vote was taken. Yes 18 No 97

As this was being voted on at the ballot box, the official ballot for officers was read by Mr. Ivanov.

**Article 32:** Moved by Riche Colcombe and seconded by Mr. Valenzuela, if Article #3 Operating Budget of the Hillsboro-Deering School District 2023 Warrant is defeated, shall the voters of the Town of Hillsborough require the Select Board and Hillsborough Police Department to contract the services of a School Resource Officer at the expense of the Hillsboro-Deering School District and not at the expense of the Town of Hillsborough's Budget. Said contract shall be for no less than the full cost of labor and benefits for the hours contracted by the Hillsboro-Deering School District. (By Petition) There was some discussion on the article and the article passed with a hand vote.

Before calling the meeting closed, Mr. Ivanov asked the residents to thank all the Town Employees for their work for the Town and Ernie Butler and the road crew for their work through the big storm and all winter.

**Article 33:** Moved by Mr. Leigh Bosse and seconded by Mrs. Campbell. to adjourn the meeting at 9:40 with no other business to transact that may legally come before the meeting. Meeting was adjourned .

**2023 TOWN MEETING BALLOT RESULTS ON ARTICLE 1:**

**Selectman for 3 years:**

Iris Campbell 404  
Sean Burt 306

**Selectman for 2 years:**

Richard Pelletier 438  
Katherine Charrette 256

**Tax Collector/Town Clerk for 3 years:**

Deborah J McDonald 681

**Treasurer for 3 years:**

Robert R Charron 668

**Planning Board for 3 years (two positions):**

Kim Opperman 199  
Kyle Tyrrell 322  
Bryant E Wheeler 366  
Nancy A Egner 333

**Zoning Board of Adjustment for 3 years (two positions):**

Roger Racette 450  
Keith T Cobbett 508

**Trustee of the Fuller Public Library for 3 years**

Norma Hubbard 641

**Cemetery Trustee for 3 years:**

Norma Webster 638

**Trustee of Trust Funds for 3 years:**

Lori Adams 618

**Water and Sewer Commissioner for 3 years:**

Peter D Mellen 631

**Water and Sewer Commissioner for 2 years:**

David N Fullerton 256  
Dana R Clow 417

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

**School Board from Hillsborough for 3 years:**

Paul Plater 476  
Mike Luciano 134 (write in)

**Moderator for 1 year:**

John Segedy 540

A True Copy of Attest:  
Deborah J. McDonald  
Hillsborough Town Clerk

# *Town of Hillsborough*



## *Town Warrant*

# TOWN WARRANT

For the Town of Hillsborough

The State of New Hampshire

TUESDAY, MARCH 12, 2024

HILLSBORO-DEERING MIDDLE SCHOOL AND HILLSBORO-DEERING HIGH 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 12, 2024, at seven o'clock in the morning. Balloting on Article One, election of officers through Article Nine will take place between seven o'clock in the morning through seven o'clock in the evening. Articles Ten through Twenty-Six will be taken up at Hillsboro-Deering Middle School at 7:30 P.M.

## Article 1

To choose Town Officers for the ensuing year.

## Article 2

Shall the Town vote to delete the definition "Change of Use from Article II General Provisions section 229-6 Definition and Word Usage. (Recommended by the Planning Board)

## Article 3

Shall the Town vote to make section 229-23 in Article III Use Districts a "Change of Use" ordinance as posted on the Town website, printed in the Town Report and available at the Town Offices. (Recommended by the Planning Board)

## Article 4

Shall the Town vote to amend the definition of Frontage as shown in Article II General Provisions section 229-6 Definitions and Word Usage from:

**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 the frontage.

to:

**FRONTAGE-**That side of a lot abutting on a Class V Road, State maintained highway, or a private road ordinarily regarded as the front of the lot. In the event of a lot abutting more than one street, the longest side shall not be less than the minimum frontage requirements of the Zoning Ordinance. For a corner lot, half of the curve of the radius may be included in frontage. (Recommended by the Planning Board)

## **Article 5**

Shall the Town vote to amend the definition of Lot as shown in Article II General Provisions section 229-6 Definitions and Word Usage from:

**LOT**-An individually designed parcel of land.

to:

**LOT**- A parcel of land occupied or to be occupied by only the principal building and the accessory buildings or uses customarily incidental to the principal building. A lot shall meet the criteria of Section 229-21 Dimensional Standards as well as provide such yards and other open spaces as are herein required. A lot shall have boundaries identical to those recorded at the Registry of Deeds. (Recommended by the Planning Board)

## **Article 6**

Shall the Town vote to repeal the current verbiage of Article II General Provisions section 229-14 Accessory Dwelling Unit Ordinance and replace it with new verbiage that includes allowing detached Accessory Dwelling Units as posted on the Town website, printed in the Town Report and available at the Town Offices. (Recommended by the Planning Board)

## **Article 7**

Shall the Town vote to amend the Table 4 Chart of Uses, Residential Uses Note number 2, to divide note number 2 under Residential Uses in the Central Business District into two separate notes. Note number 2 will state that Dwellings at street level require a Special Exception. New note number 3 will reduce the minimum floor area of any dwelling unit from 600 square feet to 450 square feet for a one-bedroom dwelling unit. Units two bedrooms or more require an additional 120 sq. ft. per additional bedroom.” (Recommended by the Planning Board)

## **Article 8**

Shall the Town vote to rescind the verbiage in Article XV Historic District Ordinance and replace it with new verbiage as printed in the Town Report, on the Town website and available at the Town Offices. (Recommended by the Planning Board)

## **Article 9**

Shall the Town vote to amend the ARTICLE VIA Floodplain Ordinance to include changes necessary to comply with the requirements of the National Flood Insurance Program as printed in the Town Report, on the Town website and available at the Town Offices. (Recommended by the Planning Board)

## **Article 10**

Shall the Town raise and appropriate the sum of \$9,494,950.00 (Nine Million Four Hundred Ninety-Four Thousand Nine Hundred Fifty Dollars) as a 2024 Operating Budget? This amount does not include amounts from any other warrant articles. (Recommended by the Board of Selectmen). (Majority vote required)

## **Article 11**

Shall the Town raise and appropriate the sum of \$882,592.00 (Eight Hundred Eighty-Two Thousand Five Hundred Ninety-Two Dollars) for the purpose of operating the Water Department during 2024? Of that sum, \$882,592.00 (Eight Hundred Eighty-Two Thousand Five Hundred Ninety-Two Dollars) is to come from Water Department income. (Recommended by the Board of Selectmen) (Majority vote required)

**Article 12**

Shall the Town raise and appropriate the sum of \$1,066,074.00 (One Million Sixty-Six Thousand Seventy-Four Dollars) for the purpose of operating the Sewer Department during 2024? Of that sum \$15,000.00 to come from surplus funds and \$1,051,074.00 (One Million Fifty-One Thousand Seventy-Four Dollars) is to come from Sewer Department income. (Recommended by the Board of Selectmen). (Majority vote required)

**Article 13**

Shall the Town raise and appropriate the amount of \$495,000.00 (Four Hundred Ninety-Five Thousand Dollars) to be deposited in the following already established Capital Reserve Funds:

Ambulance CRF	\$ 100,000.00
Fire Department Equipment CRF	\$ 40,000.00
Police Department Equipment CRF	\$ 40,000.00
Municipal Buildings Maintenance, Repairs & Upgrades CRF	\$ 150,000.00
Cemetery Maintenance & Repair CRF	\$ 10,000.00
Library Building CRF	\$ 25,000.00
Parks CRF	\$ 40,000.00
Sidewalks CRF	\$ 15,000.00
Software/Computer CRF	\$ 50,000.00
Employee Health & Wellness CRF	\$ 25,000.00

Of that sum, \$300,000.00 (Three Hundred Thousand Dollars) is to come from the Undesignated Fund Balance and \$195,000.00 (One Hundred Ninety-Five Thousand Dollars) is to come from taxation. (Recommended by the Board of Selectmen). (Majority vote required)

**Article 14**

Shall the Town raise and appropriate the non-lapsing sum of \$439,000.00 (Four Hundred Thirty-Nine Thousand Dollars) for the purpose of road work. This article is to be non-lapsing until December 31, 2025 (Recommended by the Board of Selectmen). (Majority vote required)

**Article 15**

Shall the Town vote to raise and appropriate the amount of \$207,000.00 (Two Hundred Seven Thousand Dollars) for the purpose of the Stowe Mountain Bridge Repair? Of that sum, \$50,588.00 (Fifty Thousand Five Hundred Eighty-Eight Dollars) is to come from the Undesignated Fund Balance and \$156,412.00 (One Hundred Fifty-Six Thousand Four Hundred Twelve Dollars) from taxation. (Recommended by the Board of Selectmen). (Majority vote required)

**Article 16**

Shall the Town vote to approve the cost items included in the three (3) year collective bargaining agreement reached between the Board of Selectmen and Hillsborough Town Employees; AFT Local #3912, AFT-NH, AFL-CIO which covers full time highway department personnel, full and part time transfer station personnel, the welfare director, the deputy town clerk/tax collector, and the full time paramedic, and which calls for the following increases in wages and benefits at the current staffing levels:

<u>Year</u>	<u>Estimated Increase Over Prior Year</u>
2024	\$ 55,282.00
2025	\$ 29,361.00
2026	\$ 25,095.00

and further to raise and appropriate the sum of \$55,282.00 (Fifty-Five Thousand Two Hundred Eighty-two Dollars) for the 2024 fiscal year, such sum representing the additional costs attributed to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the 2023 fiscal year? (Recommended by the Board of Selectmen)



**Article 17**

If Article 16 is defeated, shall the Town vote to authorize the governing body to call one special meeting, at its option, to address Article 16 cost items only? (Recommended by the Board of Selectmen)

**Article 18**

Shall the Town vote to approve the cost items included in the three (3) year collective bargaining agreement reached between the Board of Selectmen and New England Police Benevolent Association Local No. 51, which covers full time police patrol officers and full and part time dispatchers in the Police Department, and which calls for the following increases in wages and benefits at the current staffing levels:

<u>Year</u>	<u>Estimated Increase Over Prior Year</u>
2024	\$ 86,900.00
2025	\$ 77,061.00
2026	\$ 44,608.00

and further to raise and appropriate the sum of \$ 86,900.00 (Eighty-Six Thousand Nine Hundred Dollars) for the 2024 fiscal year, such sum representing the additional costs attributed to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the 2023 fiscal year? (Recommended by the Board of Selectmen)

**Article 19**

If Article 18 is defeated, shall the Town vote to authorize the governing body to call one special meeting, at its option, to address Article 18 cost items only? (Recommended by the Board of Selectmen)

**Article 20**

Shall the Town vote to raise and appropriate the sum of \$257,700.00 (Two Hundred Fifty-Seven Thousand Seven Hundred Dollars) for the purchase of a Highway Department Truck. Of that sum, \$206,160.00 (Two Hundred Six Thousand One Hundred Sixty Dollars) is to come from a State of NH Grant with \$51,540.00 (Fifty-One Thousand Five Hundred Forty Dollars) from taxation? This article is to be non-lapsing until December 31, 2025. (Recommended by the Board of Selectmen). (Majority vote required)

**Article 21**

Shall the Town vote to raise and appropriate the sum of \$283,190.00 (Two Hundred Eighty-Three Thousand One Hundred Ninety Dollars) for the purchase of a Highway Department Truck. Of that sum, \$226,552.00 (Two Hundred Twenty-Six Thousand Five Hundred Fifty-Two Dollars) is to come from a State of NH Grant with \$56,638.00 (Fifty-Six Thousand Six Hundred Thirty-Eight Dollars) from taxation? This article is to be non-lapsing until December 31, 2025. (Recommended by the Board of Selectmen). (Majority vote required)

**Article 22**

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 \$299,900.00 (Two Hundred Ninety-Nine Thousand Nine Hundred Dollars) for the purpose of purchasing new Highway Department Grader and to raise and appropriate the sum of \$67,142.00 (Sixty-Seven Thousand One Hundred Forty-Two Dollars) for the first year’s payment for that purpose? (Recommended by the Board of Selectmen). (Majority vote required)

### **Article 23**

Shall the Town vote to establish a Capital Reserve Fund for the purpose of Municipal Infrastructure Projects which includes roads, water, sewer, and municipal buildings, and to raise and appropriate the sum of \$50,000.00 (Fifty Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend? Of that sum, \$50,000.00 (Fifty Thousand Dollars) is to come from the Undesignated Fund Balance. (Recommended by the Board of Selectmen). (Majority vote required)

### **Article 24**

Shall the Town vote to establish a Recreation Revolving Fund pursuant to RSA 35-B:2 II. The money received from fees and charges for recreation programs, park services and facilities, shall be allowed to accumulate from year to year, and shall not be considered to be part of the general fund unassigned fund balance. The treasurer shall have custody of all monies in the fund and shall pay out the same only upon order of the Board of Selectmen and no further legislative body approval required. These funds may be expended only for recreation purposes as stated in RSA 35-B, and no expenditure shall be made in such a way as to require the expenditure of other funds that have not been appropriated for that purpose. (Recommended by the Board of Selectmen). (Majority vote required)

### **Article 25**

Shall the Town vote to adopt the Hillsborough Community Power Plan, which authorizes the Board of Selectmen to develop and implement Hillsborough Community Power as described therein (pursuant to RSA 53-E)? (Recommended by the Board of Selectmen) (Majority vote required)

### **Article 26**

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 Twenty-Four.

#### **Hillsborough Board of Selectmen**

James C. Bailey III, Chairman  
Iris R. Campbell, Selectwoman  
Richard Pelletier, Selectman

# *Town of Hillsborough*



## *Town Budgets & Financial Records*



**TOWN OF HILLSBOROUGH BUDGET - OPERATING**

<b>DEPARTMENT</b>	<b>2023 Budget</b>	<b>2023 Expended</b>	<b>2024 Proposed</b>	<b>\$ Diff.</b>	<b>% Diff.</b>
61-63 W. Main Street	\$ 14,500	\$ 17,243	\$ 16,100	\$ 1,600	
Administration	\$ 491,048	\$ 505,743	532,696	\$ 41,648	
Animal Control	\$ 6,165	\$ 5,647	6,654	\$ 489	
Audit	\$ 21,500	\$ 21,000	17,500	\$ (4,000)	
Building Inspector	\$ 95,851	\$ 95,024	101,705	\$ 5,854	
Cemeteries	\$ 29,925	\$ 30,629	30,775	\$ 850	
Conservation Commission	\$ 15,231	\$ 15,231	4,294	\$ (10,937)	
Debt Expense	\$ 82,500	\$ 80,673	82,500	\$ -	
Dispatch	\$ 621,033	\$ 599,009	662,655	\$ 41,622	
Elections	\$ 6,128	\$ 5,301	16,521	\$ 10,393	
Emergency Management	\$ 10,740	\$ 7,971	10,740	\$ -	
Fire Department	\$ 827,326	\$ 843,558	852,812	\$ 25,486	
Forest Fire	\$ 4,256	\$ 1,769	4,006	\$ (250)	
General Government Buildings	\$ 113,883	\$ 107,323	124,636	\$ 10,753	
Health Agencies	\$ 4,000	\$ 4,000	5,000	\$ 1,000	
Highway Department	\$ 1,413,930	\$ 1,372,058	1,463,872	\$ 49,942	
Insurance	\$ 117,740	\$ 166,659	206,334	\$ 88,594	
Legal	\$ 16,000	\$ 44,865	18,500	\$ 2,500	
Library (Incl. Building Expenses)	\$ 280,544	\$ 277,517	296,923	\$ 16,379	
Land Use & Economic Development	\$ 149,794	\$ 150,550	167,263	\$ 17,469	
Parks	\$ 107,193	\$ 103,411	130,781	\$ 23,588	
Patriotic Purposes	\$ 17,630	\$ 14,775	17,630	\$ -	
Police Dept. (Incl. Building Expenses)	\$ 2,731,573	\$ 2,723,036	3,106,361	\$ 374,788	
Recreation (Manahan)	\$ 94,006	\$ 100,388	118,413	\$ 24,407	
Revaluation	\$ 73,500	\$ 61,925	73,500	\$ -	
Other Culture & Recr. (Senior/Concerts)	\$ 17,500	\$ 15,500	17,500	\$ -	
Street Lighting	\$ 45,000	\$ 15,886	17,000	\$ (28,000)	
Tax Map (Other Gen. Govt.)	\$ 4,103	\$ 4,125	4,103	\$ -	
Town Clerk/Tax Collector	\$ 214,113	\$ 208,879	220,978	\$ 6,865	
Transfer Station	\$ 665,046	\$ 711,018	737,095	\$ 72,049	
Welfare (General Assistance)	\$ 114,276	\$ 119,360	137,226	\$ 22,950	
Youth Services (Incl Bldg. Exp.)	\$ 265,572	\$ 208,201	292,880	\$ 27,308	
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 8,671,606</b>	<b>\$ 8,638,273</b>	<b>\$ 9,494,953</b>	<b>\$ 823,347</b>	<b>9%</b>

**TOWN OF HILLSBOROUGH BUDGET - CAPITAL**

<b>WARRANT ARTICLES (Capital Outlay)</b>	<b>2023</b>	<b>2024</b>	<b>\$ Diff.</b>	<b>% Diff.</b>
Ambulance CRF	\$ 100,000.00	\$ 100,000.00	\$ -	
Bridge Replacement	\$ 273,000.00	\$ 207,000.00	\$ (66,000.00)	
Cemetery Maint. & Repairs CRF	\$ 10,000.00	\$ 10,000.00	\$ -	
Employee Health & Wellness CRF	\$ 35,000.00	\$ 25,000.00	\$ (10,000.00)	
Fire Department Equipment CRF	\$ -	\$ 40,000.00	\$ 40,000.00	
Govt. Building/Maintenance/Repair CRF	\$ 100,000.00	\$ 150,000.00	\$ 50,000.00	
Highway Department Equipment CRF	\$ 30,000.00	\$ -	\$ (30,000.00)	
Highway Department Truck Lease	\$ 60,000.00	\$ -	\$ (60,000.00)	
Library Building CRF	\$ 50,000.00	\$ 25,000.00	\$ (25,000.00)	
Parks Maintenance & Repairs CRF	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	
Police Department Equipment CRF	\$ -	\$ 40,000.00	\$ 40,000.00	
Road Construction	\$ 350,000.00	\$ 350,000.00	\$ -	
Sidewalks CRF	\$ 25,000.00	\$ 15,000.00	\$ (10,000.00)	
Software/Computer CRF	\$ 50,000.00	\$ 50,000.00	\$ -	
Transfer Station Equipment CRF	\$ 60,000.00	\$ -	\$ (60,000.00)	
Transfer Station Trailers	\$ 136,450.00	\$ -	\$ (136,450.00)	
Highway Truck #1 w/Plow	\$ -	\$ 283,190.00	\$ 283,190.00	
Highway Truck #2 w/Plow	\$ -	\$ 257,700.00	\$ 257,700.00	
Grader Lease	\$ -	\$ 67,142.00	\$ 67,142.00	
Whittemore Project	\$ -	\$ 89,000.00	\$ 89,000.00	
Infrastructure CRF (Water/Sewer/Roads)	\$ -	\$ 50,000.00	\$ 50,000.00	
Police Union Contract (First Year)	\$ -	\$ 86,900.00	\$ 86,900.00	
Employee Union Contract (First Year)	\$ -	\$ 55,282.00	\$ 55,282.00	
<b>Total Capital Outlay</b>	<b>\$ 1,329,450.00</b>	<b>\$ 1,941,214.00</b>	<b>\$ 611,764.00</b>	
<b>Less Offsetting Revenue **</b>	<b>\$ 887,302.00</b>	<b>\$ 833,300.00</b>	<b>\$ -</b>	
<b>Net Capital Outlay</b>	<b>\$ 442,148.00</b>	<b>\$ 1,107,914.00</b>	<b>\$ 665,766.00</b>	
<b>Total Operating/Capital Budgets</b>	<b>\$ 9,080,420.66</b>	<b>\$ 10,602,867.00</b>	<b>\$ 1,489,113.00</b>	<b>16.40%</b>

<b>Offsetting Revenues** \$833,300.00</b>	<b>Highway Truck #1</b>	<b>Infrastructure CRF</b>	<b>Bridge</b>	<b>CRF Article</b>
	\$226,552	\$50,000	\$50,588	\$300,000
	<b>Highway Truck #2</b>			
	\$206,160			

**DEBT SCHEDULE THROUGH 2029**

Long Term Debt		2022	2023	2024	2025	2026	2027	2028	2029
Water Filtration	Balance	\$ 280,000	\$ 187,000	\$ 94,000					
RDC-EXP 2024	Principal	\$ 93,000	\$ 93,000	\$ 94,000					
NHMBB - 12C	Interest	\$ 12,380	\$ 8,175	\$ 2,350					
Interest Refund		\$ (3,540)	\$ (6,580)	\$ (2,041)					
Water Dept.		\$ 67,893	\$ 63,063	\$ 62,873					
Town		\$ 33,947	\$ 31,532	\$ 31,436					
<b>Total Payment</b>		<b>\$101,840</b>	<b>\$ 94,595</b>	<b>\$ 94,309</b>					
Advest. Nov. 2004 Bond	Balance	\$ 321,253	\$ 209,127	\$ 101,001					
Issue	Principal	\$ 100,000	\$ 100,000	\$ 97,000					
Bank of New York	Interest	\$ 12,126	\$ 8,126	\$ 4,001					
<b>Total Payment</b>		<b>\$ 112,126</b>	<b>\$ 108,126</b>	<b>\$ 101,001</b>					
Water Main	Balance	\$ 276,931	\$ 180,478	\$ 87,465					
Bank of New York	Principal	\$ 86,000	\$ 86,000	\$ 84,000					
	Interest	\$ 10,453	\$ 7,013	\$ 3,465					
<b>Total Payment</b>		<b>\$ 96,453</b>	<b>\$ 93,013</b>	<b>\$ 87,465</b>					
Fire Station Addition	Balance	\$ 44,324	\$ 28,650	\$ 13,536					
Bank of New York	Principal	\$ 14,000	\$ 14,000	\$ 13,000					
	Interest	\$ 1,674	\$ 1,114	\$ 536					
<b>Total Payment</b>		<b>\$ 15,674</b>	<b>\$ 15,114</b>	<b>\$ 13,536</b>					
2010 Smith House	Balance	\$ 141,203	\$ 111,595	\$ 81,002	\$ 49,397	\$ 16,735			
Loan # 6000738498	Principal	\$ 29,608	\$ 30,593	\$ 31,605	\$ 32,663	\$ 16,735			
Lake Sunapee Bank	Interest	\$ 4,420	\$ 3,435	\$ 2,423	\$ 1,365				
<b>Total Payment</b>		<b>\$ 34,028</b>	<b>\$ 34,028</b>	<b>\$ 34,028</b>	<b>\$ 34,028</b>	<b>\$ 16,735</b>			

**DEBT SCHEDULE THROUGH 2029**

Long Term Debt		2022	2023	2024	2025	2026	2027	2028	2029
Loon Pond ARRA Loan	Balance								
Project # 1141010-01	Principal								
NHDES	Interest								
<b>Total Payment</b>									
Bible Hill ARRA Loan	Balance	\$ 64,035	\$ 58,476	\$ 52,744	\$ 46,834	\$ 40,741	\$ 34,459	\$ 27,982	\$ 21,304
Project # 1141010-02	Principal	\$ 5,559	\$ 5,732	\$ 5,910	\$ 6,093	\$ 6,282	\$ 6,477	\$ 6,678	\$ 6,885
NHDES	Interest	\$ 1,988	\$ 1,815	\$ 1,637	\$ 1,454	\$ 1,265	\$ 1,070	\$ 869	\$ 662
<b>Total Payment</b>		<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>	<b>\$ 7,547</b>
Screw Pump Replacement	Balance	\$ 163,919	\$ 110,585	\$ 57,252	\$ 3,973				
Loan # 6000746040	Principal	\$ 53,334	\$ 53,334	\$ 53,334	\$ 3,919				
Lake Sunapee Bank	Interest	\$ 4,144	\$ 2,678	\$ 1,212	\$ 54				
<b>Total Payment</b>		<b>\$ 57,478</b>	<b>\$ 56,012</b>	<b>\$ 54,546</b>	<b>\$ 3,973</b>				
UVARRA Loan	Balance	\$ 664,271	\$ 620,935	\$ 577,256	\$ 533,239	\$ 488,888	\$ 444,208	\$ 399,202	\$ 353,875
Project # 1141010-03	Principal	\$ 26,459	\$ 27,781	\$ 29,132	\$ 30,515	\$ 31,930	\$ 33,378	\$ 34,859	\$ 36,376
NHDES	Forgiven	\$ 10,966	\$ 10,966	\$ 10,966	\$ 10,966	\$ 10,966	\$ 10,966	\$ 10,966	\$ 10,966
	Interest	\$ 16,877	\$ 15,898	\$ 14,885	\$ 13,836	\$ 12,750	\$ 11,628	\$ 10,468	\$ 9,269
<b>Total Payment</b>		<b>\$ 43,336</b>	<b>\$ 43,679</b>	<b>\$ 44,017</b>	<b>\$ 44,351</b>	<b>\$ 44,680</b>	<b>\$ 45,006</b>	<b>\$ 45,327</b>	<b>\$ 45,645</b>
Tax Exempt Leasing Corp.	Balance	\$ 161,512	\$ 107,675	\$ 53,837					
Schedule #5	Principal	\$ 49,929	\$ 51,846						
2019 Highway Loader	Interest	\$ 3,908	\$ 1,991						
<b>Total Payment</b>		<b>\$ 53,837</b>	<b>\$ 53,837</b>						



# **FINANCIAL REPORT**

*December 31, 2023*

*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, 2024

James C. Bailey, III; Iris R. Campbell; Richard F. Pelletier

Selectboard of Hillsborough, NH

<b>General Fund</b>	<b>Assets</b>	
Checking - Bar Harbor Bank & Trust	7,741,270.16	
NH Public Deposit Investment Pool	28,150.39	
TD Bank-Municipal Money Market	39,071.32	
Petty Cash	600.00	
Payroll Checking - Bar Harbor Bank & Trust	3,295.95	
<b>Total Cash</b>		<b>\$7,812,387.82</b>
<b>Taxes</b>		
Property Taxes Receivable	1,168,334.69	
Unredeemed Receivable	1,296,209.35	
Yield Tax Receivable	7,693.56	
Water Receivable	28,017.32	
Sewer Receivable	32,244.66	
Allowance For Uncollectible & Elderly Lien	-275,000.00	
<b>Total Tax Receivable</b>		<b>\$2,257,499.58</b>
<b>Due From Others</b>		
Due From Sidewalk Tap Grant	52,162.27	
Due From Trust Funds	4,581.16	
Due From Trust Fund - Smith House CRF	1,557.09	
Due From Trust Fund - PD Equip CRF	18,728.00	
Due From Trust Fund - Transfer Station CRF	107,834.00	
Due From Other Funds	1,680.05	
Due From Manahan Trust	16,555.77	
Due From Water Fund	4,848.41	
Due From Sewer Fund	3,195.54	
Due From Rescue Billing Services	118,661.40	
<b>Total Due From Others</b>		<b>\$329,803.69</b>
<b>Other Assets</b>		
Pre-Paid Expenses & Other Assets	504,573.58	
<b>Total Other Assets</b>		<b>\$504,573.58</b>
<b>Total Assets</b>		<b>\$10,904,264.67</b>

# **FINANCIAL REPORT**

*December 31, 2023*

<b>Accounts Payable</b>	<b>Liabilities</b>	
Accounts Payable	169,148.14	
W/H S/S M/C Payable	229.50	
Employees Share Health Insurance	-764.41	
Insurance - Reliance	-437.12	
Accrued Salaries & Benefits	104,297.55	
Flexible Spending Account	718.98	
Emerald Lake Water Payable	16,191.86	
Emerald Lake Water Interest Payable	282.52	
Emerald Lake District Payable	134,970.25	
YS - Special Projects	-274.67	
Local Education Tax Payable	5,152,387.05	
State Education Tax Payable	525,922.10	
Excavation Tax Bond Payable	440.00	
<b>Total Accounts Payable</b>		<b>\$6,103,111.75</b>
<b>Due To</b>		
Due to Conservation Fund	5,843.27	
Due To Capital Projects Non-lapsing	10,399.50	
<b>Total Due To</b>		<b>\$16,242.77</b>
<b>Other Liabilities</b>		
Tax Collector Overage/Shortage	-1,419.69	
Town Clerk Overage/Shortage	89.60	
Restitution Payable	-1,040.00	
Credit Memos	10,367.69	
Deferred Revenue	55,976.90	
Deferred Revenue 60-Day Rule	2,099,062.87	
Deferred Revenue - Grants	1,082,593.73	
Encumbrances	61,500.00	
<b>Total Other Liabilities/Encumbrances</b>		<b>\$3,307,131.10</b>
<b>Total Liabilities</b>		<b>\$9,426,485.62</b>
<b>Total Fund Balance</b>		<b>\$1,477,779.05</b>
<b>Total Liabilities &amp; Fund Balance</b>		<b>\$10,904,264.67</b>

# ***FINANCIAL REPORT***

*December 31, 2023*

<b>Conservation Commission</b>		
<b>Assets</b>		
Cash-NHPDIP Investment Account	221,909.33	
Due From General Fund	5,843.27	
<b>Total Assets</b>		<b>\$227,752.60</b>
<b>Liabilities</b>		
Due to General Fund		
<b>Undesignated Equity</b>		<b>\$227,752.60</b>
<b>Total Liabilities and Fund Balance</b>		<b>\$227,752.60</b>

## ***2023 DETAILED STATEMENT OF EXPENSES***

### **Executive**

TO - Contracted Services	1,377.05
TO - Selectmen - Payroll	10,333.35
TO - Selectmen - FICA	640.67
TO - Selectmen - Medicare	149.83
TO - Advertisement	705.50
TO - Box Rent - Postal	114.00
TO - Computer Syst. & Support	51,080.95
TO - Town Clock Repairs	0.00
TO - Equipment Rental	1,705.20
TO - Equipment Repair	1,310.00
TO - Health Insurance	50,782.02
TO - Dental Insurance	2,590.50
TO - Longevity	2,150.00
TO - Mileage	196.89
TO - Misc. Expense	2,384.69
TO - Office Equipment	257.93
TO - Office Supplies	5,108.87
TO - Payroll	301,066.45
TO - Payroll O.T.	53.80
TO - Postage	3,167.24
TO - Printing Costs	2,195.00
TO - Professional dues	6,179.00
TO - Registry Copies	84.09
TO - FICA	19,017.79
TO - Medicare	4,447.45
TO - Telephone	11,240.22
TO - Meetings/Training Costs	3,709.47
TO - Retirement	23,694.65
<b>Executive Totals</b>	<b><u>505,742.61</u></b>

### **Elections**

Elect - Advertising	150.00
Elect - Ballot Clerk/Moderator	200.00
Elect - Computer Software Support	700.00
Elect - Booth Set Up	150.00
Elect - Election Meals	654.54
Elect - Equipment Purchased	0.00
Elect - Miscellaneous	39.30
Elect - Training/Mileage	0.00
Elect - Office Supplies	70.94
Elect - Payroll	1,165.00

## ***2023 DETAILED STATEMENT OF EXPENSES***

Elect - Postage	43.01
Elect - Printing Costs	2,039.20
Elect - FICA	72.24
Elect - Medicare	16.91
<b>Election Totals</b>	<b><u>5,301.14</u></b>

### **Financial Administration**

Audit - Prof. Services	<b><u>21,000.00</u></b>
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### **Town Clerk/Tax Collector**

TC/TC - Postal Box Rental	186.00
TC/TC - Data Processing	7,243.10
TC/TC - Equipment Repair	0.00
TC/TC - Health Insurance	28,334.22
TC/TC - Dental Insurance	1,562.52
TC/TC - Longevity	3,000.00
TC/TC - Mileage	632.34
TC/TC - Miscellaneous	195.00
TC/TC - Office Equipment	0.00
TC/TC - Office Supplies	1,684.57
TC/TC - Payroll	123,596.10
TC/TC - Overtime	0.00
TC/TC - Postage	9,449.46
TC/TC - Printing Costs	0.00
TC/TC - Professional Dues	80.00
TC/TC - Record Maintenance	550.00
TC/TC - Registry Expense	1,160.74
TC/TC - FICA	7,845.05
TC/TC - Medicare	1,834.62
TC/TC - Training Costs	1,538.54
TC/TC - Retirement	8,791.03
TC/TC - Tax Lien Expense	11,195.55
<b>Town Clerk/Tax Collector Totals</b>	<b><u>208,878.84</u></b>

### **Revaluation**

Revaluation Appropriation	61,925.00
<b>Total Revaluation</b>	<b><u>61,925.00</u></b>

### **Legal**

Legal Fees	16,009.98
Legal - Union Negotiations	28,854.79
<b>Total Legal</b>	<b><u>44,864.77</u></b>

## ***2023 DETAILED STATEMENT OF EXPENSES***

### **Land Use & Economic Development**

Advertisement	1,565.00
Contract Services	0.00
Legal Expense	5,473.70
Office Equipment and Supplies	1,844.07
Postage	3,235.19
Printing	337.79
Training	135.00
Computer	0.00
Publications	386.50
Membership and Dues	7,600.00
Mileage	90.13
Telephone	300.00
Miscellaneous	0.00
Economic Development	0.00
Community Marketing and Branding	0.00
Esri GIS Mapping	5,570.00
Registry of Deeds	319.31
CNHRPC Gateway Project	1,250.00
CNHRPC CIP Report	1,000.00
Longevity	650.00
Payroll	81,596.05
FICA	5,096.58
Medicare	1,191.89
Retirement	5,708.50
Health Insurance	25,397.40
Dental Insurance	1,802.94
<b>Land Use &amp; Economic Development</b>	<b><u>150,550.05</u></b>

### **General Government Buildings**

Comm. Bldg. - Contracted Services	896.00
Comm. Bldg. - Maintenance & Upgrades	811.74
Comm. Bldg. - Regular Maintenance	7,946.40
Comm. Bldg. - Electricity	7,479.21
Comm. Bldg. - Equipment Purchase	675.91
Comm. Bldg. - Equipment Repair	981.38
Comm. Bldg. - Fuel Oil	2,898.79
Comm. Bldg. - Gasoline	1,539.57
Comm. Bldg. - Health Insurance	21,629.65
Comm. Bldg. - Dental Insurance	1,027.98
Comm. Bldg. - Janitorial Supplies	487.48
Comm. Bldg. - Miscellaneous	5.29
Comm. Bldg. - Mileage	124.46

## ***2023 DETAILED STATEMENT OF EXPENSES***

Comm. Bldg. - Payroll	39,580.27
Comm. Bldg. - Overtime	149.33
Comm. Bldg. - FICA	2,459.56
Comm. Bldg. - Medicare	575.27
Comm. Bldg. - Telephone	743.54
Comm. Bldg. - Water	431.53
Comm. Bldg. - Sewer	570.00
Museum - Maintenance	787.29
Museum - Electricity	4,675.95
Museum - Propane	1,975.73
Museum- Telephone	2,307.24
Museum - Water	1,672.89
Museum - Sewer	570.00
Center Clubhouse Building Repairs	0.00
Tax Deeded Property Expense	4,319.71
<b>General Government Bldg. Totals</b>	<b><u>107,322.17</u></b>

### **Cemeteries**

Cem - Advertisement	0.00
Cem - Contract Costs	27,499.98
Cem - Electricity	491.17
Cem - Grass Seed. Supplies, Minor Projects	2,629.98
Cem - Miscellaneous	7.89
<b>Cemetery Totals</b>	<b><u>30,629.02</u></b>

### **Insurance**

Ins. - LT Disability & Life	17,795.81
Ins. - Property & Liability	87,555.65
Ins. - Unemployment Compensation	1,724.33
Ins. - Workers Compensation	59,583.00
<b>Insurance Totals</b>	<b><u>166,658.79</u></b>

### **Other General Government**

Tax Maps - Professional Services	4,100.00
Other	0.00
Bank Charges	25.00
NSF Checks	0.00
<b>Other General Government Totals</b>	<b><u>4,125.00</u></b>

### **Police Department**

Police - Advertisement	10,290.54
Police - Ammo/Handguns	21,084.18
Police - Box Rent - Postal	186.00

## ***2023 DETAILED STATEMENT OF EXPENSES***

Police - Clothing Expense	20,116.22
Police - Computer Syst. & Support	58,796.49
Police - Contract Services	37,692.37
Police - Cruiser Expense	28,604.59
Police - Equipment Purchase	18,323.29
Police - Equipment Repair	505.00
Police - Gasoline	27,164.25
Police - Health Insurance	219,431.18
Police - Dental Insurance	14,381.18
Police - Employee Wellness	3,404.00
Police - Longevity	6,500.00
Police - Investigative Aids	48,768.12
Police - Special Legal	62,191.92
Police - Legal Publications	4,754.79
Police - Meals	133.28
Police - Mileage	255.58
Police - Miscellaneous	8,276.00
Police - Firing Range Exp. & Maint.	681.07
Police - K9	10,004.71
Police - Office Equipment	0.00
Police - Office Supplies	5,539.67
Police - Payroll	1,251,429.27
Police - Payroll Overtime	160,197.82
Police - Payroll w/Holiday	28,829.14
Police - Special Details	0.00
Police - NH Retirement	390,399.12
Police - Postage	563.00
Police - Printing Costs	910.89
Police - Prisoner Expense	0.00
Police - Professional Dues	2,096.00
Police - Professional Publications	0.00
Police - Professional Services	1,154.00
Police - Radio Maintenance	999.59
Police - Safety supplies	1,196.67
Police - FICA	8,538.39
Police - Medicare	20,379.22
Police - Special Investigations	1,607.00
Police - Telephone	39,373.77
Police - Tires	3,975.45
Police - Training Costs	44,590.78
Police - V.R. Cruiser	61,500.00
Police - Retirement	4,255.93
Police Station - Maintenance	13,954.95



## ***2023 DETAILED STATEMENT OF EXPENSES***

Police Station - Contract Services	16,865.40
Police Station - Electricity	28,568.69
Police Station - Equip. Purchase	18,867.26
Police Station - Fuel Oil	12,015.37
Police Station - Janitorial Supplies	1,804.86
Police Station - Miscellaneous	0.00
Police Station - Water	1,308.53
Police Station - Sewer	570.00
<b>Police Totals</b>	<b><u>2,723,035.53</u></b>

### **Fire Department**

Fire - Advertisement	0.00
Fire - Chemicals/Hazmat	0.00
Fire - Clothing Expense	2,720.00
Fire - Computer System & Software	4,510.80
Fire - Contracted Services	62,966.00
Fire - Equipment Purchases	110,531.91
Fire - Equipment Repairs	3,464.45
Fire - Fire Alarm Maintenance	0.00
Fire - Fire Prevention	0.00
Fire - Vehicle Fuel	6,145.71
Fire - Health Insurance	25,397.10
Fire - Dental Insurance	1,802.94
Fire - Longevity	1,250.00
Fire - Investigation Aids	329.46
Fire - Medical Expense	0.00
Fire - Miscellaneous	270.97
Fire - Office Equipment	1,351.52
Fire - Office Supplies	105.38
Fire - Payroll	176,244.40
Fire - Overtime	1,632.77
Fire - Retirement	33,297.16
Fire - Postage	86.37
Fire - Printing Costs	0.00
Fire - Professional Dues	735.00
Fire - Professional Publications	1,552.50
Fire - Radio Maintenance	4,698.55
Fire - Shoveling Hydrants	0.00
Fire - FICA	4,359.40
Fire - Medicare	2,605.65
Fire - Telephone	2,694.94
Fire - Tires	1,547.80

## ***2023 DETAILED STATEMENT OF EXPENSES***

Fire - Training Costs	3,548.06
Fire - 59 Car 1	17.50
Fire - 59 Engine 2	122.50
Fire - 59 Ladder 1	0.00
Fire - 59 Rescue 1	0.00
Fire - 59 Tanker 1	157.50
Fire - 59 Tanker 2	87.50
Fire - 59 Forestry 1	52.50
Fire - 59 Utility 1	52.50
Fire - UTV1 & Trailer	0.00
Fire - 59 Hazmat 1	0.00
Fire - F350 Forestry	1,145.62
Fire - VR Miscellaneous	8,635.71
Fire Rescue - Advertising	0.00
Fire Rescue - Uniforms	2,304.54
Fire Rescue - Equipment Purchase	2,570.92
Fire Rescue - Equipment Repairs	8,139.60
Fire Rescue - Fuel	13,081.56
Fire Rescue - Medical Expense	0.00
Fire Rescue - Miscellaneous	0.00
Fire Rescue - Payroll	258,318.36
Fire Rescue - Overtime	4,058.76
Fire Rescue - Contract Administration	0.00
Fire Rescue - FICA	16,241.31
Fire Rescue - Medicare	3,798.32
Fire Rescue - Training	410.00
Fire Rescue - Vehicle Repair	4,077.23
Fire Rescue - Intercept Expense	17,600.00
Fire Rescue - Medical Supplies	7,702.46
Fire Station Maintenance	6,551.66
Fire Station Contract Costs	1,440.00
Fire Station Electricity	13,625.07
Fire Station Fuel Oil	16,954.16
Fire Station Janitorial Supplies	1,292.77
Fire Station Water	700.77
Fire Station Sewer	570.00
<b>Fire Department Totals</b>	<b><u>843,557.66</u></b>

### **Building Inspector - Health Officer**

Bldg. Insp/Health - Medical Ins.	18,812.76
Bldg. Insp/Health - Dental	1,027.98
Bldg. Insp/Health - Mileage	0.00

## ***2023 DETAILED STATEMENT OF EXPENSES***

Bldg. Insp/Health - Miscellaneous	0.00
Bldg. Insp/Health - Supplies	427.12
Bldg. Insp/Health Vehicle Maintenance	13.80
Bldg. Insp/Health - Payroll	62,784.07
Bldg. Insp/Health - Postage	123.50
Bldg. Insp/Health - Printing	0.00
Bldg. Insp/Health - Dues	0.00
Bldg. Insp/Health - FICA	3,893.03
Bldg. Insp/Health - Medicare	910.44
Bldg. Insp/Health - Telephone	300.00
Bldg. Insp/Health - Gas	738.58
Bldg. Insp/Health - Computer	870.00
Bldg. Insp/Health - Training Exp.	100.00
Bldg. Insp/Health - Retirement	<u>5,023.12</u>
<b>Building Insp/Health Officer Totals</b>	<b><u>95,024.40</u></b>

### **Forest Fire**

Forest Fire - Clothing Expense	0.00
Forest Fire - Equipment Purchase	1,122.84
Forest Fire - Equipment Repair	0.00
Forest Fire - Miscellaneous Expense	0.00
Forest Fire - Payroll	600.00
Forest Fire - Professional dues	0.00
Forest Fire - FICA	37.20
Forest Fire - Medicare	<u>8.70</u>
<b>Forest Fire Totals</b>	<b><u>1,768.74</u></b>

### **Emergency Management**

EM - Equipment Purchase	0.00
EM - Mileage	0.00
EM - Office Supplies	0.00
EM - Payroll	2,500.00
EM - Postage	0.00
EM - Code Red	4,343.82
EM - FICA	93.00
EM - Medicare	36.25
EM - Telephone	998.19
EM - Training	<u>0.00</u>
<b>Emergency Management Totals</b>	<b><u>7,971.26</u></b>

## **2023 DETAILED STATEMENT OF EXPENSES**

### **Dispatch**

Dispatch - Clothing Expense	0.00
Dispatch - Computer Support	2,514.48
Dispatch - Contract Services	10,186.24
Dispatch - Electricity	961.87
Dispatch - Equipment Purchase	265.99
Dispatch - Medical Insurance	63,091.49
Dispatch - Dental Insurance	4,159.55
Dispatch - Employee Wellness	1,664.20
Dispatch - Longevity	3,500.00
Dispatch - Misc. Expense	1,300.00
Dispatch - Office Equipment	39.78
Dispatch - Office Supplies	1,806.33
Dispatch - Payroll	398,292.02
Dispatch - Payroll Overtime	29,667.85
Dispatch - Payroll w/Holiday	13,883.99
Dispatch - Postage	0.00
Dispatch - Radio Maintenance	12,513.00
Dispatch - FICA	27,244.85
Dispatch - Medicare	6,371.32
Dispatch - Telephone	3,312.72
Dispatch - Training	2,304.06
Dispatch - Retirement	15,929.24
<b>Dispatch Totals</b>	<b><u>599,008.98</u></b>

### **Youth Services & Recreation**

YS - Advertisement	30.00
YS - Computer Systems	0.00
YS - Clothing	224.80
YS - Equipment Repair	32.62
YS - Gasoline	501.73
YS - Health Insurance	23,110.79
YS - Dental Insurance	1,373.22
YS - Mileage	223.60
YS - Misc. Expense	287.00
YS - Office Equipment	398.06
YS - Office Supplies	468.82
YS - Payroll	122,481.54
YS - Postage	4.92
YS - Professional Services	0.00
YS - Volunteer Appreciation & Tng	0.00
YS - Diversion Programs & Expense	50.00

## ***2023 DETAILED STATEMENT OF EXPENSES***

YS - FICA	7,842.91
YS - Medicare	1,834.18
YS - Telephone & Internet	5,958.43
YS - Training & Staff Development	0.00
YS - Vehicle Repair	0.00
YS - Retirement	6,870.47
YS -Teen Center Rent	16,250.00
YS - Teen Center Electricity	2,431.17
YS - Teen Center Miscellaneous	5,453.95
Y.S. NHEYP Grant Program	0.00
Life skills Programs	11,207.14
Recreation Programs	1,165.32
<b>Youth Services Totals</b>	<b><u>208,200.67</u></b>

61-63 W. Main St. - Maintenance	2,303.21
61-63 W. Main St. - Electricity	3,457.79
61-63 W. Main St. - Fuel Oil	6,451.23
61-63 W. Main St. - Propane	3,597.15
61-63 W. Main St. - Water	294.00
61-63 W. Main St. - Sewer	1,140.00
<b>61-63 W. Main St. Totals</b>	<b><u>17,243.38</u></b>

### **Highway Department**

HWY - Advertisement	130.00
HWY - Building Maintenance	7,094.51
HWY - Chemicals/Paint	5,812.52
HWY - Clothing Expense	10,074.07
HWY - Cold Patch/Hot Top	2,160.64
HWY - Line Painting	25,032.50
HWY - Contract Blasting	2,700.00
HWY - Miscellaneous Projects	5,133.01
HWY - Roadside Mowing	29,800.00
HWY - Culverts	6,324.80
HWY - Diesel Fuel	68,732.27
HWY - Electricity	4,583.63
HWY - Equipment Purchase	7,529.96
HWY - Equipment Rental	15,392.00
HWY - Equipment Leases	53,837.26
HWY - Equipment Repair	15,566.55
HWY - Gasoline	6,305.27
HWY - Sand & Gravel	45,035.18
HWY - Hardware	3,358.74
HWY - Health Insurance	146,172.95
HWY - Dental Insurance	8,668.08

## ***2023 DETAILED STATEMENT OF EXPENSES***

HWY - Longevity	3,000.00
HWY - Janitorial Supplies	15.65
HWY - Lubricants	5,472.51
HWY - Mileage	0.00
HWY - Miscellaneous Expense	1,373.09
HWY - Gases (Oxygen, etc.)	819.19
HWY - Payroll	440,208.87
HWY - Payroll Overtime	76,175.90
HWY - Payroll w/Holiday	3,261.54
HWY - Plow Blades/Shoes	14,835.73
HWY - Prof. Svcs. Drug Testing & Phys.	931.50
HWY - Propane	3,735.19
HWY - Radio Maintenance	2,096.26
HWY - Salt	188,462.61
HWY - Signs	3,611.76
HWY - FICA	32,333.18
HWY - Medicare	7,561.77
HWY - Steel	2,762.55
HWY - General Supplies	3,179.98
HWY - Telephone & Cable	5,767.36
HWY - Tires	14,436.10
HWY - Training	262.50
HWY - Tree Removal	4,425.00
HWY - VR #701 Pickup	540.19
HWY - VR #702 Int'l DT	12,134.73
HWY - VR #704 Int. Sander	2,896.37
HWY - VR #703 Chevy DT	5,494.25
HWY - VR #705 Int. DT	5,277.08
HWY - VR #707 Int. Sander	5,269.06
HWY - VR #706 Int. Sander	3,391.06
HWY - VR #710 JD Loader	4,376.44
HWY - VR #711 Grader	3,663.84
HWY - V.R. #716 GMC 2022	216.86
HWY - V.R. #717 GMC 1980	325.43
HWY - VR #712 JD Backhoe	5,359.33
HWY - VR #709 Water Truck	4,294.48
HWY - VR #708 Platform Red	3,113.70
HWY - VR #714 Platform Green	539.13
HWY - VR #713 Sidewalk Plow	2,407.63
HWY - VR #715 5-Ton DT Grn	1,861.96
HWY - Water	294.00
HWY - Retirement	29,772.34

## ***2023 DETAILED STATEMENT OF EXPENSES***

HWY - Labor Other Departments	-3,342.50
Roadside Maint. - Hot Top	0.00
Roadside Maint. - Sealing	0.00
Roadside Maint. - Equip. Rental	0.00
<b>Highway Department Totals</b>	<b><u>1,372,057.56</u></b>

### **Street Lighting**

Street Lighting - Electricity	15,366.44
Street Lighting - Miscellaneous	519.45
<b>Street Lighting Totals</b>	<b><u>15,885.89</u></b>

### **Transfer Station**

T.S. - Advertisement	100.00
T.S. - Bldg./Site Maintenance	5,330.62
T.S. - Clothing Expense	1,805.75
T.S. - Computer Systems	0.00
T.S. - Trash Hauling Contract	29,150.00
T.S. - Tipping Fees	123,547.75
T.S. - Tire Removal	0.00
T.S. - Hauling Aluminum	250.00
T.S. - Recycling Tipping	24,776.37
T.S. - Brush Hauling/Removal	12,500.00
T.S. - E-Waste Recycling	5,912.46
T.S. - Demolition Removal	109,423.00
T.S. - Diesel Fuel	4,017.27
T.S. - Electricity	4,583.65
T.S. - Equipment Repair & Purchase	3,435.77
T.S. - Gasoline	0.00
T.S. - Hardware	0.00
T.S. - Hazardous Waste	15,906.98
T.S. - Health Insurance	59,713.32
T.S. - Dental Insurance	4,385.28
T.S. - Longevity	2,500.00
T.S. - P & L Insurance	4,881.00
T.S. - Mileage	74.02
T.S. - Miscellaneous Expense	436.11
T.S. - Solid Waste Advisory Board	239.46
T.S. - Trash Bags	19,492.56
T.S. - Office Supplies	1,232.79
T.S. - Payroll	196,455.77
T.S. - Payroll Overtime	8,526.07
T.S. - Postage	70.77
T.S. - Professional Dues & Licenses	1,714.00

## **2023 DETAILED STATEMENT OF EXPENSES**

T.S. - Propane	408.19
T.S. - Signs	5.36
T.S. - FICA	13,039.93
T.S. - Medicare	3,049.78
T.S. - Telephone	548.41
T.S. - Tires	0.00
T.S. - Heavy Equip. Repair	7,283.65
T.S. - Water	294.00
T.S. - Workers Compensation	3,700.00
T.S. - Retirement	9,170.12
T.S. - Contract Services	2,800.00
T.S. - Water & Gas Testing	30,258.19
<b>Transfer Station Totals</b>	<b><u>711,018.40</u></b>

### **Animal Control**

Animal Control - Clothing Expense	0.00
Animal Control - Contract Services	0.00
Animal Control - Equip. Purchase	0.00
Animal Control - Gasoline	400.00
Animal Control - Miscellaneous	452.65
Animal Control - Payroll	4,102.90
Animal Control - Overtime	288.70
Animal Control - Holiday	59.22
Animal Control - Printing	0.00
Animal Control - FICA	278.57
Animal Control - Medicare	65.16
Animal Control - Training	0.00
<b>Animal Control Totals</b>	<b><u>5,647.20</u></b>

### **Health Agencies**

Grapevine Services	4,000.00
<b>Health Agencies Total</b>	<b><u>4,000.00</u></b>

### **General Assistance Administration**

Gen. Assistance - Computer Sys/Sup	417.20
Gen. Assistance - Health Insurance	0.00
Gen. Assistance - Dental Insurance	0.00
Gen. Assistance - Mileage	97.93
Gen. Assistance - Office Supplies	356.44
Gen. Assistance - Payroll	19,903.36
Gen. Assistance - Postage	55.68
Gen. Assistance - Prof. Dues	30.00



## **2023 DETAILED STATEMENT OF EXPENSES**

Gen. Assistance - FICA	1,225.84
Gen. Assistance - Medicare	286.70
Gen. Assistance - Longevity	0.00
Gen. Assistance - Telephone	250.00
Gen. Assistance - Training Cost	30.00
Gen. Assistance - Retirement	0.00
<b>Gen. Assistance Admin. Totals</b>	<b>22,653.15</b>

### **General Assistance - Direct Asst.**

Gen. Assistance - Misc. Voucher	583.00
Gen. Assistance - Telephone	30.76
Gen. Assistance - Food Voucher	1,240.41
Gen. Assistance - Gasoline Voucher	165.00
Gen. Assistance - Medical Voucher	0.00
Gen. Assistance - Rent Voucher	73,306.78
Gen. Assistance - Homeless Expenses	8,033.73
Gen Assistance - Heating Fuels	3,628.86
Gen. Assistance - Electricity	5,298.50
St. Joseph's Appropriation	4,420.00
<b>Direct Assistance Totals</b>	<b>96,707.04</b>

### **Parks**

Parks - Advertising	0.00
Parks - Athletic Programs	0.63
Parks - Athletic Equipment	250.00
Parks - Contract Plumbing	6,997.25
Parks - Electricity	3,596.45
Parks - Equip. Purchase	1,877.89
Parks - Equip. Repair	1,347.47
Parks - Gasoline/Diesel Fuel	2,435.62
Parks - Hardware/Tools	744.51
Parks - Medical Insurance	4,731.84
Parks - Dental Insurance	267.30
Parks - Misc. Expense	0.00
Parks - Park Maintenance	8,490.56
Parks - Payroll	60,817.60
Parks - Overtime	172.73
Parks - FICA	3,851.06
Parks - Medicare	900.78
Parks - Telephone	1,328.37
Parks - Water	1,451.22
Parks - Retirement	2,547.92

## ***2023 DETAILED STATEMENT OF EXPENSES***

Parks - Sewer	327.29
Parks - Grimes Field Improvements	1,274.70
Parks - Butler Park Improvements	0.00
<b>Parks Totals</b>	<b><u>103,411.19</u></b>

### **Recreation**

Manahan - Programs	4,874.31
Manahan - Improvements	0.00
Manahan - Electricity	365.70
Manahan - Equip. Purchase	1,856.92
Manahan - Miscellaneous	291.68
Manahan - Park Maintenance	0.00
Manahan - Payroll	81,889.06
Manahan - Overtime	55.50
Manahan - Office Supplies/Expenses	3,873.90
Manahan - FICA	5,051.58
Manahan - Medicare	1,187.16
Manahan - Telephone	0.00
Manahan - Training	942.00
Manahan - Transportation (Field Trips)	0.00
<b>Recreation Totals</b>	<b><u>100,387.81</u></b>

### **Library**

Library - Clock Maintenance	150.00
Library - Books	12,000.00
Library - Computer Maintenance	500.00
Library - Apollo Hosting Fee (Computer)	2,000.00
Library - Museum Passes	800.00
Library - Media	1,000.00
Library - Periodicals & Electronic Material	2,000.00
Library - Phone	2,269.06
Library - Literacy Program	17,500.00
Library - Health Insurance	37,625.64
Library - Dental Insurance	1,545.84
Library - Payroll	133,124.50
Library - Longevity	650.00
Library - FICA	8,345.88
Library - Medicare	1,951.87
Library - Retirement	6,654.57
Smith Mansion - Maintenance/Improv.	6,323.93
Smith Mansion - Contracted Services	8,669.90
Smith Mansion - Electricity	33,470.23

## 2023 DETAILED STATEMENT OF EXPENSES

Smith Mansion - Water	365.43
Smith Mansion - Sewer	570.00
<b>Library Totals</b>	<b><u>277,516.85</u></b>

### Fireworks & Patriotic Purposes

Fireworks	7,500.00
Patriotic Purposes - Flags	859.68
250th Celebration	0.00
Police Town Event Details	6,325.00
Police Town Events - FICA	18.60
Police Town Events - Medicare	71.43
<b>Fireworks &amp; PP Totals</b>	<b><u>14,774.71</u></b>

### Other Culture & Recreation

Greater Hillsborough Senior Services	13,000.00
Main St. Summer Concerts	2,500.00
<b>Other Culture &amp; Recreation Totals</b>	<b><u>15,500.00</u></b>

### Conservation

Conservation Comm. - Advertising	0.00
Conservation Comm. - Cont. Serv.	6,619.42
Conservation Comm. - Legal	161.00
Conservation Comm. - Misc.	0.00
Conservation Comm. - Payroll	1,714.82
Conservation Comm. - Postage	0.00
Conservation Comm. - Printing	0.00
Conservation Comm. - Dues	700.00
Conservation Comm. - FICA	106.96
Conservation Comm. - Signs	0.00
Conservation Comm. - Medicare	25.03
Conservation Comm. - Training	60.00
Transfer To Conserv. Fund	5,843.27
Conservation Comm. - Material	0.00
<b>Conservation Commission Totals</b>	<b><u>15,230.50</u></b>

### Debt Services

Notes - Principal	75,593.89
Notes - Interest	5,079.20
Interest on TANS	0.00
<b>Total Debt Services</b>	<b><u>80,673.09</u></b>

<b>Total Operating Budget</b>	<b><u>8,638,271.40</u></b>
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## ***DETAILED STATEMENT OF REVENUE***

	<b>2023 Estimated</b>	<b>2023 Actual</b>	<b>2024 Estimated</b>
<b>TAXES:</b>			
Land Use Change Tax	\$ 39,000.00	\$ -	\$ 60,000.00
Yield Tax	\$ 38,500.00	\$ 38,319.00	\$ 38,500.00
Payment in Lieu of Taxes	\$ 3,119.00	\$ 1,627.00	\$ 3,119.00
Excavation Tax	\$ 1,000.00	\$ 477.00	\$ 750.00
Other Taxes	\$ -	\$ -	
Interest & Penalties on Delinquent Taxes	\$ 198,000.00	\$ 211,889.17	\$ 200,000.00
<b>LICENSES, PERMITS &amp; FEES:</b>			
Business Licenses & Permits	\$ 750.00	\$ 945.00	\$ 1,000.00
Motor Vehicle Permit Fees	\$ 1,100,000.00	\$ 1,077,773.08	\$ 1,075,000.00
Building Permits	\$ 60,000.00	\$ 73,300.81	\$ 80,000.00
Other Licenses, Permits & Fees	\$ 3,100.00	\$ 3,545.00	\$ 3,500.00
<b>STATE SOURCES:</b>			
Municipal Aid	\$ -	\$ -	\$ -
Meals & Rooms Tax	\$ 559,196.00	\$ 559,195.78	\$ 559,196.00
Highway Block Grant	\$ 180,295.00	\$ 230,830.18	\$ 230,830.18
State & Federal Forest Land Reimb.	\$ 1,480.00	\$ 1,479.64	\$ 1,480.00
Other (Incl. Railroad Tax)	\$ 17,969.00	\$ 17,506.45	\$ 17,500.00
From Other Governments	\$ 45,000.00	\$ 10,589.21	\$ 15,000.00
<b>CHARGES FOR SERVICE:</b>			
Income from Departments	\$ 820,000.00	\$ 997,612.82	\$ 975,000.00
Dispatch \$ 96,801.17			
Police \$ 192,094.95			
Fire \$ 333,664.00			
Transfer Station \$ 310,079.96			
Youth Services \$ 5,382.00			
Parks/Recreation \$ 37,129.36			
Land Use \$ 8,004.50			
Welfare \$ 14,456.88			
<b>MISCELLANEOUS REVENUES:</b>			
Sale of Municipal Property	\$ 26,000.00	\$ 33,496.00	\$ 180,000.00
Interest on Investment	\$ 18,000.00	\$ 18,357.26	\$ 40,000.00
Other	\$ 73,000.00	\$ 46,462.61	\$ 40,000.00
<b>INTERFUND OPERATING TRANS. IN</b>			
From Sewer (Offsetting)	\$ 1,063,694.00	\$ 1,063,694.00	\$ 1,066,074.00
From Water (Offsetting)	\$ 852,360.00	\$ 852,360.00	\$ 882,592.00
From Trust & Fiduciary Funds	\$ 4,000.00	\$ 4,581.16	\$ 4,000.00
<b>OTHER FINANCING SOURCES:</b>			
Amount Voted from Fund Balance/Grants	\$ 887,302.00	\$ 887,302.00	\$ 833,300.00
<b>Total Estimated/Actual Revenues</b>	<b>\$ 5,991,765.00</b>	<b>\$ 6,131,343.17</b>	<b>\$ 6,306,841.18</b>

**FULLER PUBLIC LIBRARY FINANCIAL REPORT**  
***Fiscal Year Ended December 31, 2023 - RECEIPTS***

Bags	\$17.50
Book Sales	\$2,563.59
Cartridge Recycling	\$20.85
Copies & Faxes	\$921.87
Donations	\$3,901.00
Fines	\$193.29
FPL Posters	\$30.00
Lost or Damaged Books/Media	\$426.85
Museum Passes	\$132.00
New Books/Media	\$29.80
NHHC Grant	\$250.00
Nonresident Fees	\$1,122.00
Other Income	\$31.50
Program Income	\$828.00
Raffle	\$335.00
Reimbursement Income	69.75
Room Use	\$30.00
Solomon Fund	\$6,445.89
Summer Reading Program Donations	\$400.00
Summer Reading Program T-shirts	\$120.80
Town Appropriations	\$211,567.36
Transfer from Trust Funds	\$6,818.03
T-shirts (FPL)	\$75.00
<b>TOTAL RECEIPTS</b>	<b>\$236,330.</b>

**FULLER PUBLIC LIBRARY FINANCIAL REPORT**  
**Fiscal Year Ended December 31, 20223 - EXPENSES**

**Paid with Town Funds**

<u>Automated Library System:</u>	\$1,980.00
<u>Books:</u> New & Replacement of lost/damaged; NH Downloadable Books	\$10,692.85
<u>Computer Maintenance/Technology:</u>	\$476.06
<u>Electronic Materials:</u> Ancestry.com and Kanopy	\$2,652.00
<u>Media:</u> Movies & Music (new and replacement of lost/damaged)	\$366.31
<u>Museum Passes:</u>	\$800.00
<u>Payroll:</u>	
FICA & Medicare	\$10,297.75
Health & Dental	\$39,171.48
Longevity	\$650.00
Payroll	\$133,124.50
Retirement	\$6,654.57
<u>Periodicals:</u> Newspapers & Magazines	\$797.66
<u>Telephone:</u>	\$2,269.06
<b>Total paid with Town funds:</b>	<b>\$209,932.24</b>

**Paid with Library Funds**

<u>Garden:</u> from memorial donations	\$69.91
<u>Gifts:</u>	\$32.18
<u>Museum Passes:</u>	\$100.00
<u>Operating Expenses:</u>	
Advertising	\$67.00
Dues & Conference Fees / Education	\$580.00
Equipment / Equipment Maintenance	\$714.98
Library of the Year	\$728.35
Mileage	\$122.28
Postage & Delivery	\$272.21
Supplies	\$1,754.88
Miscellaneous Expense	\$45.78
<u>Programs:</u> Currently paid from the Solomon Fund	
Adult Programs	\$3,577.68
Children's Program	\$358.71
NHHC Program	\$305.00
Summer Reading Program / SRP T-shirts	\$1,715.05
Teen Program	\$116.04
<u>Transfer to NHPDIP:</u>	\$20,000.00
<b>Total paid with Library funds:</b>	<b>\$30,560.05</b>
<b>TOTAL EXPENSES</b>	<b>\$240,492.29</b>

***FULLER PUBLIC LIBRARY ACCOUNTS WITH NH PUBLIC  
DEPOSIT INVESTMENT POOL***

**PROJECT LIFT**

Beginning Balance	178,381.11
Contributions	43,720.50
Income Earned	8,959.82
Total Income	
Withdrawals	56,000.00
Ending Balance	175,061.43

**LIBRARY ACCOUNT**

Beginning Balance	385,898.98
Contributions	20,000.00
Income Earned	
Total Income	20,659.04
Withdrawals	00.00
Ending Balance	426,558.02

**PROJECT LIFT EXPENSE/REVENUE REPORT**

<b>REVENUE</b>	
Cash Donations	\$593.00
Dollar General Literacy Foundation	\$3,000.00
Earned Income	\$8,959.82
Hillsboro-Deering School District	\$17,775.50
Proliteracy – Literacy Opportunity Fund	\$4,000.00
Rotary Club of Henniker	\$500.00
Town of Antrim	\$1,000.00
Town of Deering	\$750.00
Town of Francestown	\$200.00
Town of Hillsborough	\$17,500.00
Town of Washington	\$500.00
Wish You Well Foundation	\$2,000.00
<b>TOTAL</b>	<b>\$56,778.32</b>

<b>EXPENSES</b>	
Advertising & Postage	\$14.94
Dental Insurance	\$534.54
Equipment	0
FICA	\$2,405.89
Health Insurance	\$9,406.10
Instructional Materials	\$189.24
Life Insurance	\$294.89
Maintenance & Repair (equipment)	\$265.00
Medicare	\$563.27
Mileage	0
Office Supplies	\$177.52
Payroll	\$38,853.90
Professional Services	\$544.90
Programs & Events	\$104.99
Software & Computers	\$1,274.75
Student Support	\$649.36
Subscriptions & Memberships	\$99.00
Telephone/Internet	\$1,527.02
<b>TOTAL</b>	<b>\$56,908.31</b>



**TAX COLLECTOR'S REPORT**  
**SUMMARY OF TAX ACCOUNTS**

*Deborah J. McDonald - Tax Collector*  
*Fiscal Year January 1 through December 31, 2023*

DEBITS	2023	2022
<b>Uncollected Taxes - Beg. of Fiscal Year</b>		
Property Taxes		\$6,036,697.42
Yield Taxes		312.14
Water Taxes		42,201.39
Sewer Taxes		42,052.88
Emerald Lake Water		135,313.72
Current Use Taxes		12,000.00
<b>Taxes Committed to Collector</b>		
Property Taxes	\$18,702,453.00	
Yield Taxes	38,318.97	
Current Use Taxes		
Water Taxes (2022 Delinquent)	61,212.09	
Sewer Taxes (2022 Delinquent)	72,089.43	
Emerald Lake Water	632,429.00	
Gravel Tax	477.48	
Interest & Cost On Tax Lien	9,846.72	37,705.94
Interest (Delinquent Taxes)		32,173.45
Refunds	4,723.02	
<b>Total Debits</b>	<b>\$19,521,549.71</b>	<b>\$6,338,456.94</b>

**TAX COLLECTOR'S REPORT**  
**SUMMARY OF TAX ACCOUNTS**

*Deborah J. McDonald - Tax Collector*  
*Fiscal Year January 1 through December 31, 2023*

CREDITS	2023	2022
<b>Remitted to Treasurer During Fiscal Year</b>		
Property Taxes	\$17,546,624.06	\$5,574,927.87
Yield Taxes	30,425.81	312.14
Water Taxes	32,885.12	20,034.06
Sewer Taxes	39,552.52	16,289.67
Emerald Lake Water	491,205.23	72,839.63
Current Use Tax		9,000.00
Gravel Tax	477.48	
Interest on Taxes	9,846.72	20,838.45
Interest & Cost on Tax Lien		49,040.94
Taxes Taken to Lien		558,796.80
Taxes Taken to Deed		
<b>Abatements Allowed</b>		
Property Taxes	2584.96	11,951.88
Sewer Taxes	292.25	
Current Use Tax	190.60	3,000.00
Water Taxes	309.45	
ELVD Water Taxes	2,166.00	1,425.50
<b>Uncollected Taxes End of Fiscal Year</b>		
Property Taxes	11,683,334.69	
Current Use Tax		
Yield Taxes	7,693.56	
Water Taxes	28,017.32	
Sewer Taxes	32,244.66	
Emerald Lake Water	139,057.97	
Property Credit Balance	(10,367.09)	
<b>Total Credits</b>	<b>\$19,521,549.21</b>	<b>\$6,338,456.94</b>

## ***SUMMARY OF TAX SALE/TAX LIEN ACCOUNTS***

***Deborah J. McDonald - Tax Collector  
Fiscal Year January 1 through December 31, 2023***

	<b>2020</b>	<b>2019</b>	<b>PRIOR</b>
<b>Tax Sale/Lien on Account of Levies</b>			
Balance of Unredeemed Taxes		\$463,409.35	\$843,427.32
Beginning of Fiscal Year			
Taxes Sold/Executed to Town	\$601,272.74		
During Year			
Interest Collected After Sale/ Lien Execution	6,578.97	34,873.61	96,449.97
<b>Total Debits</b>	<b>\$607,851.71</b>	<b>\$498,282.96</b>	<b>\$939,877.29</b>
<b>CREDITS</b>			<b>PRIOR</b>
<b>Remittance to Treasurer During Fiscal Year</b>			
Redemptions	\$217,108.60	\$190,797.07	\$188,821.89
Interest & Cost After Sale	6,578.97	34,873.61	96,449.97
Abatements of Unredeemed	2,645.60	2,535.57	9,991.33
Deeded Property to Town			
Unredeemed Taxes End of Year	381,518.54	270,076.71	644,614.10
<b>Total Credits</b>	<b>\$607,851.71</b>	<b>\$498,282.96</b>	<b>\$939,877.29</b>

## **STATEMENT OF TAX RATE SETTING**

		<b>2023 Tax Rate</b>	<b>2022 Tax Rate</b>	<b>Difference</b>
Appropriations	\$11,917,110			
Less: Revenues	5,104,463			
Less: Fund Balance Voted Surplus	887,302			
Less: Fund Balance Reduce Taxes	0			
War Service Credits	266,250			
Add: Overlay	55,364			
<b>Net Town Appropriation</b>	<b>\$6,246,959</b>	<b>\$10.40</b>	<b>\$10.34</b>	<b>\$0.06</b>
Regional School Apportionment	\$17,292,393			
Less: Adequate Education Grant	5,632,888			
Less: State Education Tax	1,057,438			
<b>Net Local School Appropriation</b>	<b>\$10,602,067</b>	<b>\$17.67</b>	<b>\$13.94</b>	<b>\$3.73</b>
<b>State Education Tax Assessment</b>	<b>\$1,057,438</b>	<b>\$1.28</b>	<b>\$1.26</b>	<b>\$0.02</b>
<b>Due to County</b>	<b>\$767,931</b>			
Less: Shared Revenue	0			
<b>Net Count Appropriation</b>	<b>\$767,931</b>	<b>\$1.87</b>	<b>\$1.15</b>	<b>\$0.72</b>
<b>Combined Tax Rate</b>		<b>\$31.22</b>	<b>\$26.69</b>	<b>\$4.53</b>
<b>Total Property Taxes Assessed</b>	<b>\$18,674,395</b>			
<b>Commitment Analysis</b>				
Total Property Taxes Assessed	\$18,674,395			
Less: War Service Credits	266,250			
Add: Village District	290,843			
<b>Total Property Taxes Commitment</b>	<b>\$18,698,988</b>			
<b>Town</b>				
Net Assessed Valuation	\$600,148,876			
			<b>Tax Rate</b>	<b>Commitment</b>
<b>Emerald Lake District Valuation</b>	<b>\$92,920,950</b>		<b>\$3.13</b>	<b>\$290,843</b>

## ***SUMMARY OF TOWN VALUATION***

Total Taxable Land	\$ 191,874,307	
Total Taxable Buildings	\$ 377,708,953	
Public Utility	\$ 33,298,620	
<b>Valuation Before Exemptions</b>		<b>\$ 602,881,880</b>
Elderly Exemption	\$ 2,334,675	
Blind Exemption	\$ 30,000	
Wood Heating Exemption	\$ 3,200	
Solar Energy Systems Exemption	\$ 357,406	
Disabled Exemption	\$ 150,000	
<b>Total Exemptions</b>		<b>\$ 2,875,281</b>
<b>Net Value for Tax Rate (Town, County &amp; Local School)</b>		<b>\$ 600,006,599</b>
<b>Net Valuation for State Education Rate (Less Public Utilities)</b>		<b>\$ 566,707,979</b>
<b>Emerald Lake Valuation</b>		
Total Taxable Land	\$ 38,830,100	
Total Taxable Buildings	\$ 52,474,900	
Public Utility	\$ 2,293,300	
<b>Valuation Before Exemptions</b>		<b>\$ 93,598,300</b>
Disabled Exemption	\$ 25,000	
Solar Energy Systems Exemption	\$ 25,600	
Elderly Exemption	\$ 626,750	
<b>Total Exemptions</b>		<b>\$ 677,350</b>
<b>Net Valuation for Tax Rate Emerald Lake</b>		<b>\$ 92,920,950</b>

Source of Data: NH Department of Revenue Administration 2023 MS-1 & MS - IV

**TREASURER'S REPORT**  
*Fiscal Year Ended December 31, 2023*

**General Fund**

<b>Opening Balances</b>		<b>January 1, 2023</b>
Checking - Bar Harbor Bank & Trust	\$2,552,048.95	
Payroll Checking - Bar Harbor Bank & Trust	\$79,502.26	
Public Deposit Pool - General Fund	\$26,750.43	
Money Market Account - TD Bank	\$38,468.66	
Petty Cash Accounts	\$600.00	
<b>Total-Open Balances</b>		<b>\$2,697,370.30</b>
<b>Receipts</b>		
Checking - Bar Harbor Bank & Trust	\$30,954,630.39	
Payroll Checking - Bar Harbor Bank & Trust	\$3,250,137.81	
Public Deposit Pool - General Fund	\$1,399.96	
Money Market Account - TD Bank	\$602.66	
Petty Cash Accounts	\$0.00	
<b>Total-Receipts</b>		<b>\$34,206,770.82</b>
<b>Disbursements</b>		
Checking - Bar Harbor Bank & Trust	\$25,765,409.18	
Payroll Checking - Bar Harbor Bank & Trust	\$3,326,344.12	
Public Deposit Pool - General Fund	\$0.00	
Money Market Account - TD Bank	\$0.00	
Petty Cash Accounts	\$0.00	
<b>Total-Disbursements</b>		<b>\$29,091,753.30</b>
<b>Closing Balances</b>		
		<b>December 31, 2023</b>
Checking - Bar Harbor Bank & Trust	\$7,741,270.16	
Payroll Checking - Bar Harbor Bank & Trust	\$3,295.95	
Public Deposit Pool - General Fund	\$28,150.39	
Money Market Account - TD Bank	\$39,071.32	
Petty Cash Accounts	\$600.00	
<b>Total-General Fund Cash</b>		<b>\$7,812,387.82</b>

**TREASURER'S REPORT**  
*Fiscal Year Ended December 31, 2023*

**Conservation Fund**

		<b>January 1, 2023</b>
NHPDIP Investment Account	\$189,450.95	
Income	\$32,458.38	
Disbursements	\$0.00	
<b>Ending Balance - December 31, 2023</b>		<b>\$221,909.33</b>

**Police Department Revolving Fund**

		<b>January 12, 2023</b>
Checking - TD Bank	\$38,850.64	
Income	\$23,644.38	
Disbursements	\$55,946.62	
<b>Ending Balance - January 11, 2024</b>		<b>\$6,548.40</b>

**Office of Youth Services**

		<b>January 1, 2023</b>
Checking - TD Bank	\$10,521.97	
Income	\$14,575.00	
Disbursements	\$3,554.06	
<b>Ending Balance - December 31, 2023</b>		<b>\$21,542.91</b>

**Drug Forfeiture Revolving Fund**

		<b>January 1, 2023</b>
Checking - TD Bank	\$1,217.94	
Income	\$0.60	
Disbursements	\$0.00	
<b>Ending Balance - December 31, 2023</b>		<b>\$1,218.54</b>

**TRUSTEES OF THE TRUST FUNDS Fiscal Year Ended December 31, 2023**

Name of Trust Fund	Purpose Trust Fund	PRINCIPAL										INCOME				Grand Principal & Income of Period
		Balance Beginning Year	Additions/ New Funds Created	Expended YTD Period	Fees YTD	Gain/ (Loss) on Securities YTD	Balance End of Period	Balance Beginning Year	Income YTD	Expended/ Received YTD	Balance End of Period					
T HENSON AWARD	Award	1,800	-	-	(7)	803	2,597	115	97	(110)	102					2,699
TINGLEY AWARD	Award	2,327	-	-	(8)	1,037	3,356	144	126	(140)	130					3,485
CEMETERY CARE	Cem. Care Lib.	92,621	4,984	-	(266)	1,245	98,583	3,084	3,356	(3,084)	3,356					101,939
JM KIMBALL MEM	Books	723	-	-	(5)	684	1,402	606	70	-	676					2,078
BERNICE MILLER	Library	267	-	-	(1)	144	410	12	14	(12)	14					424
C A FOX FD	Library	50,651	-	-	(248)	48,747	99,150	3,551	3,580	(3,551)	3,580					102,730
ETTA GILE	Library	9,504	-	-	(36)	5,121	14,588	441	514	(441)	514					15,102
G FREDERICK FD	Library	6,625	-	-	(25)	3,570	10,170	308	358	(308)	358					10,528
HASLET LIBRARY	Library	2,000	-	-	(8)	1,078	3,070	93	108	(93)	108					3,178
HUMPHREY MEM	Library	4,854	-	-	(19)	2,615	7,450	225	262	(225)	262					7,713
ISABEL WARD	Library	1,000	-	-	(4)	539	1,535	46	54	(46)	54					1,589
MARK FULLER LIB	Library	1,866	-	-	(7)	1,006	2,865	87	101	(87)	101					2,966
NELSON LIBR FD	Library	3,793	-	-	(15)	2,044	5,822	176	205	(176)	205					6,027
S & G SMITH MEM	Library	11,733	-	-	(45)	6,322	18,010	545	635	(545)	635					18,645
SARAH FULLER LIB	Library	1,000	-	-	(4)	539	1,535	46	54	(46)	54					1,589
SARAH WHITE	Library	27,693	-	-	(106)	14,923	42,510	1,286	1,498	(1,286)	1,498					44,007
V WOODS/A BAILEY	Ndy kids	3,839	-	-	(58)	11,218	14,999	8,641	845	-	-					24,485
COCA COLA SCH FD	Schlrship	2,135	-	-	(8)	950	3,077	129	115	(125)	119					3,196



**TRUSTEES OF THE TRUST FUNDS Fiscal Year Ended December 31, 2023**

Name of Trust Fund	Purpose Trust Fund	PRINCIPAL						INCOME				Grand	
		Balance Beginning Year	Additions/ New Funds Created	Expended YTD Period	Fees YTD	Gain/ (Loss) on Securities YTD	Balance End of Period	Balance Beginning Year	Income YTD	Expended/ Received YTD	Balance End of Period		Principal & Income of Period
E A BUTLER SCHOL	Schlrship		-	-	(42)	5,017		695	623	(54)	1,263		17,514
EM BARNES SCHOL	Schlrship		-	-	(132)	16,176		2,213	1,959	(2,200)	1,972		54,364
GERT ADAMS FUND	Schlrship		-	-	(49)	6,029		807	731	(800)	737		20,282
HASLET SCHOL	Schlrship		-	-	(134)	16,433		2,170	1,993	(2,100)	2,063		55,365
HILLS MED SERV TR	Schlrship		-	-	(884)	151,442		14,455	12,932	(10,950)	16,437		366,995
INNESS SCHOL	Schlrship		-	-	(4)	508		77	61	(75)	63		1,700
J SIMOES SCHOL	Schlrship		-	-	(13)	1,506		394	187	-	581		5,274
LILA MURPHY SCHL	Schlrship		-	-	(1,581)	177,336		29,251	24,642	(29,200)	24,694		624,447
OLD SCHOOL FUND	Schlrship		-	-	(14)	1,681		236	203	(235)	204		5,643
PEASLEE SCHOL	Schlrship		-	-	(13)	1,617		219	196	(215)	200		5,439
S & G SMITH .	Schlrship		-	(1,756)	(117)	14,335		1,932	1,736	(164)	3,504		48,204
WITHINGTON	Schlrship		-	-	(123)	8,625		6,376	1,375	(1,275)	6,477		40,498
CENTER SCHOOL	Sch. Libr		-	-	(14)	2,688		2,090	203	-	2,293		5,867
CN MURDOUGH MEM	Sch. Libr		-	-	(6)	1,186		747	89	-	837		2,589
ABNEY SIMONDS	Town		-	-	(13)	2,560		186	188	(186)	188		5,395
BUTLER PARK	Town		-	(636)	(13)	2,670		194	181	(194)	181		4,972
DANA CRAIN FUND	Town		1,060	(15,409)	(608)	86,649		53,361	8,680	(6,015)	56,027		242,665
HASLET TR	Town		-	-	(236)	46,521		3,389	3,419	(3,389)	3,419		98,042

**TRUSTEES OF THE TRUST FUNDS Fiscal Year Ended December 31, 2023**

Name of Trust Fund	Purpose Trust Fund	PRINCIPAL										INCOME				Grand Principal & Income of Period
		Balance Beginning Year	Additions/ New Funds Created	Expended YTD Period	Fees YTD	Gain/ (Loss) on Securities YTD	Balance End of Period	Balance Beginning Year	Income YTD	Expended/ Received YTD	Balance End of Period					
M NELSON CHILD	Town	3,000	-	-	(41)	7,951	10,910	5,846	599	-	6,445	17,355				
MANAHAN TRUST	Town	350,000	-	-	(2,125)	206,012	553,887	286,882	33,166	(10,149)	309,899	863,786				
SARAH GRIMES	Town	400	-	-	(2)	385	783	28	28	(28)	28	811				
W&L DUBBEN FD	Town	10,437	-	-	(51)	10,045	20,431	732	738	(732)	738	21,169				
HILLS. CNTR FUND	Maint.	-	10,280	-	(2)	-	10,278	-	41	-	41	10,319				
<b>TOTAL TRUST FUNDS</b>		<b>1,550,141</b>	<b>16,324</b>	<b>(17,801)</b>	<b>(7,085)</b>	<b>869,955</b>	<b>2,411,533</b>	<b>431,817</b>	<b>105,965</b>	<b>(78,238)</b>	<b>459,543</b>	<b>2,871,076</b>				
ELVD RDS & BRS CIP	Cap Res	106,101	30,000	72,000	-	-	64,101	9,954	2,060	-	12,014	76,115				
BRIDGE REPAIRS	Cap Res	50,000					50,000	1,942	919		2,861	52,861				
RESCUE SQUAD	Cap Res	2,317					2,317	139	43		182	2,499				
HILLSBORO HIST	Town	1,537					1,537	16	27	16	27	1,564				
AMBULANCE	Town	153,603	100,000				253,603	15,935	3,589		19,523	273,126				
TOWN HISTORY EXP	Town	4,454	80				4,534	1,240	102		1,342	5,876				
ELVD WATER METER	Cap Res	70,646	9,000				79,646	2,888	1,328		4,216	83,862				
HD BDG MAINT	Cap Res	157,858	150,000				307,858	29,295	4,881		34,175	342,033				
HD SPEC EDUC	Cap Res	641,009	50,000				691,009	31,987	12,432		44,419	735,428				
WATER CAP RES	Cap Res	155,080	10,000				165,080	9,914	3,083		12,996	178,077				
SEWER CAP RES	Cap Res	240,193	10,000				250,193	14,818	4,676		19,494	269,687				

**TRUSTEES OF THE TRUST FUNDS Fiscal Year Ended December 31, 2023**

Name of Trust Fund	Purpose Trust Fund	PRINCIPAL										INCOME				Grand Principal & Income of Period
		Balance Beginning Year	Additions/ New Funds Created	Expended YTD Period	Fees YTD	Gain/ (Loss) on Securities YTD	Balance End of Period	Balance Beginning Year	Income YTD	Expended/ Received YTD	Balance End of Period					
BIBLEHILL RES CR	Cap Res	2,575	10,000				12,575	189	212		401				401	12,976
WATERSHED PROT	Cap Res	25,000	10,000				35,000	357	612		969				969	35,969
ELVD MF GRANT	Cap Res	10,500					10,500	119	188		307				307	10,807
ELVD DAM R&M	Cap Res	9,500	2,500				12,000	108	177		285				285	12,285
PENSTOCK FD (PS Co)	Conserv.	15,000					15,000	1,590	294		1,884				1,884	16,884
SEWER SLUDGE C R	Cap Res	517,627	40,000				557,627	23,150	10,222		33,371				33,371	590,999
SEWER INFLOW C R	Cap Res	271,163	148,869				420,032	7,246	7,141		14,387				14,387	434,419
SEWER SYS IMPR	Cap Res	48,941	15,000				63,941	8,078	1,254		9,332				9,332	73,273
WATER SYS IMPR	Cap Res	93,669	10,000				103,669	5,934	1,926		7,859				7,859	111,529
SAND REPL CAP RES	Cap Res	320,000	30,000	198,513			151,487	12,869	5,791		18,660				18,660	170,147
CONS COMM MON	Cap Res	2,500					2,500	142	47		189				189	2,689
ELVD WTR SURPLUS	Cap Res	829					829	252	19		271				271	1,100
SMITH HOUSE R&M	Cap Res	105,900	50,000	10,734			145,166	3,990	2,223		6,213				6,213	151,379
WATERLINE REHAB	Cap Res	262,787	41,413				304,200	8,994	5,435		14,429				14,429	318,629
UV BULB REPL	Cap Res	1,350					1,350	78	25		104				104	1,453
MUNICIP BDGS R&M	Cap Res	79,185	100,000	158,444			20,741	6,765	1,043		7,808				7,808	28,549
ELVD WATER CIP	Cap Res	221,701	25,000	5,000			241,701	7,331	4,119		11,450				11,450	253,150
FIRE DEPT EQUIP	Cap Res	90,162		27,671			62,491	2,982	1,527		4,509				4,509	67,000

**TRUSTEES OF THE TRUST FUNDS Fiscal Year Ended December 31, 2023**

Name of Trust Fund	Purpose Trust Fund	PRINCIPAL										INCOME				Grand Principal & Income of Period
		Balance Beginning Year	Additions/ New Funds Created	Expended YTD Period	Fees YTD	Gain/ (Loss) on Securities YTD	Balance End of Period	Balance Beginning Year	Income YTD	Expended/ Received YTD	Balance End of Period					
HWY DEPT EQUIP	Cap Res	1,276	30,000	9,600			21,676	4,206	259		4,465				26,141	
HILLSBORO CTR	Cap Res	9,090	600	9,690			-	449	141	590					-	
PARKS R&M	Cap Res	140,205	50,000	95,947			94,258	3,750	2,842		6,592				100,850	
SIDEWALK BDG/MNT	Cap Res	103,132	25,000	45,000			83,132	3,414	1,780		5,193				88,325	
POLICE DEPT EQUIP	Cap Res	176,973		8,130			168,843	6,212	3,181		9,393				178,236	
TRANSFR STN EQUIP	Cap Res	89,820	60,000	3,505			146,315	1,712	1,947		3,659				149,974	
CEMETERY R&M	Cap Res	30,000	10,000				40,000	963	607		1,570				41,570	
HD ROOF FD	Cap Res	110,000					110,000	4,744	2,030		6,775				116,775	
HD PAVING FD	Cap Res	41,105		41,105			-	841	238	1,079					-	
HD TECH FD	Cap Res	108,620	2,500				111,120	4,755	2,032		6,788				117,907	
HD HVAC FD	Cap Res	200,000		83,180			116,820	3,050	2,723		5,773				122,593	
EMPLOYEE H&W	Cap Res	-	35,500	29,563			5,937		165		165				6,102	
COMP & SFTWR UPG	Cap Res	-	50,000				50,000		294		294				50,294	
TOTAL CAPITAL RESERVE FUNDS		4,671,408	1,105,462	798,082	-	-	4,978,788	242,396	93,632	1,685	334,344				5,313,131	

# **HILLSBOROUGH WASTEWATER TREATMENT FACILITY**

## **REPORT OF THE TREASURER**

<b>Bar Harbor Bank (operating account)</b>		
Balance 1/01/2023		\$190,884.29
2023 Lien Warrant = \$72,089.43(\$68,467.41 inv & \$3,622.02 int thru 1/31/23)	\$72,089.43	
2022 Receivables Collected	\$36,941.28	
2022 Receivables Interest Collected	\$978.71	
2023 Receivables Collected	\$855,227.17	
2023 Receivables Interest Collected	\$2,931.43	
Credit Memos	\$17,364.11	
Checking Account Interest Earned	\$363.43	
Hookup Fees	\$10,000.00	
Miscellaneous Income	\$2,989.20	
<b>Total Income</b>		<b>\$998,884.76</b>
2023 Operating Budget	\$957,028.34	
2022 Invoices paid in 2023	\$8,478.23	
Refund Credits	\$1,643.43	
Transfer Surplus Funds to NH PDIP	\$90,884.29	
<b>Total Disbursements</b>		<b>\$1,058,034.29</b>
<b>Balance as of 12/31/2023</b>		<b>\$131,734.76</b>
<b>Cash Register</b>		
Beginning Balance 1/01/2023		\$100.00
<b>Balance as of 12/31/2023</b>		<b>\$100.00</b>
<b>NH PDIP (investment account)</b>		
Balance as of 1/01/2023		\$916,620.64
Interest Earned	\$49,541.11	
Transfer Surplus Funds to NH PDIP	\$90,884.29	
Contribution to II Reduce Capital Reserve	-\$48,869.14	
<b>Balance as of 12/31/2023</b>		<b>\$1,008,176.90</b>
<b>Bar Harbor Bank (Avanru Hillsborough Heights 84-unit Workforce</b>		
Opening Balance as of 9/19/2023		\$5,500.00
Underwood Engineer Review 1 Inv 20921	-\$4,653.15	
<b>Balance as of 12/31/2023</b>		<b>\$846.85</b>
<b>Summary of Wastewater Treatment Funds Held</b>		
Bar Harbor (operating account)		\$131,734.76
Cash Register		\$100.00
NH PDIP (investment account)		\$1,008,176.90
Bar Harbor Bank (Avanru Hillsborough Heights 84-unit Workforce Housing Escrow account)		\$846.85
<b>Total Funds Held as of 12/31/2023</b>		<b>\$1,140,858.51</b>

***HILLSBOROUGH WASTEWATER TREATMENT FACILITY  
FINANCIAL REPORT***

**WASTEWATER FUND**

**ASSETS**

Bar Harbor Bank	\$13,734.76
Cash Register	\$100.00
NH PDIP (investment account)	\$1,008,176.90
Bar Harbor Bank – Avanru 84-unit Workforce Housing	
Escrow	\$846.85
<b>TOTAL CASH</b>	<b>\$1,140,858.51</b>

**OUTSTANDING INCOME**

Uncollected Receivables	<u>\$122,083.39</u>
<b>TOTAL ASSETS</b>	<b>\$1,262,941.90</b>

**HILLSBOROUGH WASTEWATER TREATMENT FACILITY**  
**DETAILED STATEMENT OF EXPENSES**

<b>ACCOUNT</b>	<b>EXPENDED AMOUNT</b>
Advertising	\$37.50
Building Maintenance	\$10,630.95
Caustic	\$18,238.54
Ferric	\$19,327.29
Chlorine	\$4,636.75
Clothing Expenses	\$1,595.83
Computer	\$659.05
Contract Mowing/Clearing	\$600.00
Contract Services	\$7,472.02
Electricity	\$118,417.38
Engineering	\$74,331.58
Equipment Purchase	\$2,802.23
Equipment Rental	\$644.99
Equipment Repair	\$4,054.94
Oil-Heating/Generator	\$6,669.15
Gasoline	\$1,957.29
Health Insurance	\$31,177.25
Dental Insurance	\$1,730.86
Life & Disability Insurance	\$763.64
Property & Liability Insurance	\$9,639.63
Debt Service Interest	\$2,662.99
Janitorial Supplies	\$460.16
Lab Fees	\$12,682.50
Lab Supplies	\$7,201.11
Lubricants	\$358.48
Miscellaneous Expense	\$1,022.97
Office Supplies	\$1,022.88
Payroll	\$124,936.56
Payroll Overtime	\$16,833.01
Holiday Pay	\$456.13
Plant Operations	\$1,052.26
Postage	\$1,931.45
Debt. Principal	\$53,333.32
Printing Costs	\$421.22
Propane	\$2,115.73
Safety Supplies	\$169.37
Sewer Piping	\$363.07

**HILLSBOROUGH WASTEWATER TREATMENT FACILITY**  
**DETAILED STATEMENT OF EXPENSES (cont.)**

FICA	\$8,826.59
Medicare	\$2,064.25
System Repair	\$34,508.56
System Maintenance	\$53,330.29
Telephone	\$4,466.11
Tool Purchase	\$634.66
Training Cost	\$508.00
Truck	\$36,151.64
Worker's Comp.	\$2,375.86
ICMARC Retirement	\$10,952.30
Emergency CAP Reserve	\$10,000.00
Sludge Removal CAP Reserve	\$40,000.00
I/I Reduce CAP Reserve	\$195,800.00
System Improvement CAP Reserve	\$15,000.00
<b>Total Expenses</b>	<b>\$957,028.34</b>



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

<b>Bar Harbor Bank (operating account)</b>		
Balance 01/01/2023		\$122,332.78
2023 Lien Warrant = \$61,212.09 (\$58,183.04 inv & \$3,029.05 int thru 1/31/2023)	\$61,212.09	
2022 Receivables Collected	\$28,252.94	
2022 Receivables Interest Collected	\$667.70	
2023 Receivables Collected	\$583,225.31	
2023 Receivables Interest Collected	\$1,625.09	
Credit Memos	\$9,812.31	
Hook Up Fees	\$10,000.00	
Misc.	\$3,381.79	
Emerald Lake Water Purchase	\$324.53	
Checking Account Interest Earned	\$761.90	
Water Filtration Grant	\$11,979.12	
Voided check (2022 expense)	\$1,668.00	
Article 17 – Operating Expense Account Contribution	\$100,000.00	
Water Asset Management Paid Invoices Reimbursement	\$23,676.57	
<b>Total Income</b>		<b>\$836,587.35</b>
2023 Operating Budget	\$780,847.19	
2022 Invoices pd in 2023	\$10,723.19	
Transfer Surplus Funds to NHPDIP	\$22,332.78	
Refund Credits	163.21	
Water Asset Management Paid Invoices	\$24,623.28	
<b>Total Disbursements</b>		<b>\$838,689.65</b>
<b>Balance as of 12/31/2023</b>		<b>\$120,230.48</b>
<b>Cash Register</b>		
Beginning Balance 1/01/2023		\$100.00
<b>Balance as of 12/31/2023</b>		<b>\$100.00</b>
<b>NH PDIP (investment account)</b>		
Balance as of 01/01/2023		<b>\$860,259.30</b>
Interest Earned	\$41,631.71	
Transfer Surplus	\$22,332.78	
Contribution to Water Line Rehabilitation Capital Reserve	-\$11,412.76	
Article 17 – Operating Expense Account Contribution	-\$100,000.00	
<b>Balance as of 12/31/2023</b>		<b>\$812,811.03</b>
<b>Summary of Water Treatment Funds Held</b>		
Bar Harbor Bank (operating account)		\$120,230.48
Cash Register		\$100.00
NH PDIP (investment account)		\$812,811.03
<b>Total Funds Held as of 12/31/2023</b>		<b>\$933,141.51</b>

**HILLSBOROUGH WATER TREATMENT FACILITY**  
**FINANCIAL REPORT**

**WATER FUND**

**ASSETS**

Bar Harbor Bank	\$120,230.48
Petty Cash	\$100.00
NH PDIP (investment account)	<u>\$812,811.03</u>
<b>TOTAL CASH</b>	<b>\$933,141.51</b>

**OUTSTANDING INCOME**

Uncollected Receivables	<u>\$93,185.67</u>
<b>TOTAL ASSETS</b>	<b>\$1,026,327.18</b>

**HILLSBOROUGH WATER TREATMENT FACILITY**  
**DETAILED STATEMENT OF EXPENSES**

<b>ACCOUNT</b>	<b>EXPENDED AMOUNT</b>
Advertising	\$262.50
Building Maintenance	\$14,072.39
Chlorine	\$7,202.50
Ammonium Sulfate	\$1,496.75
Clothing Expenses	\$1,595.75
Computer	\$1,470.68
Contract Mowing/Clearing	\$1,200.00
Contract Services	\$14,851.29
Electricity	\$29,696.21
Engineering	\$41,925.17
Equipment Rental	\$644.98
Equipment Repair	\$874.72
Gasoline	\$2,859.20
Health Insurance	\$37,198.53
Dental Insurance	\$2,440.63
Life & Disability	\$783.79
Property & Liability Insurance	\$2,466.73
Debt Service Interest	\$25,789.04
Janitorial Supplies	\$278.16
Lab Supplies	\$4,629.39
Legal	\$166.50
Miscellaneous Expense	\$633.03
Office Supplies	\$764.96
Payroll	\$127,703.67
Payroll Overtime	\$25,614.11
Holiday Pay	\$907.72
Plant Operations	\$936.96
Postage	\$1,780.30
Caustic	\$10,676.25
Debt Service Principal	\$181,512.25
Printing Costs	\$801.57
Professional Dues	\$1,468.05
Propane	\$4,158.27
Safety Supplies	\$169.37
FICA	\$9,580.71
Medicare	\$2,240.79
System Repair	\$26,117.83
System Maintenance	\$10,572.45

**HILLSBOROUGH WATER TREATMENT FACILITY**  
**DETAILED STATEMENT OF EXPENSES (cont.)**

Telephone	\$4,675.57
Tool Purchase	\$121.20
Training Cost	\$508.00
Truck	\$38,432.74
System Parts	\$22,936.67
Lab Fees	\$3,445.00
Worker's Comp.	\$1,144.11
Retirement	\$12,040.70
Emergency Capital Reserve	\$10,000.00
Sand Replacement Capital Reserve	\$30,000.00
System Improvement CAP Reserve	\$10,000.00
Line Rehabilitation CAP Reserve	\$30,000.00
Bible Hill Reservoir CAP Reserve	\$10,000.00
Water Shed Protection CAP Reserve	\$10,000.00
<b>Total Expenses</b>	<b>\$780,847.19</b>



