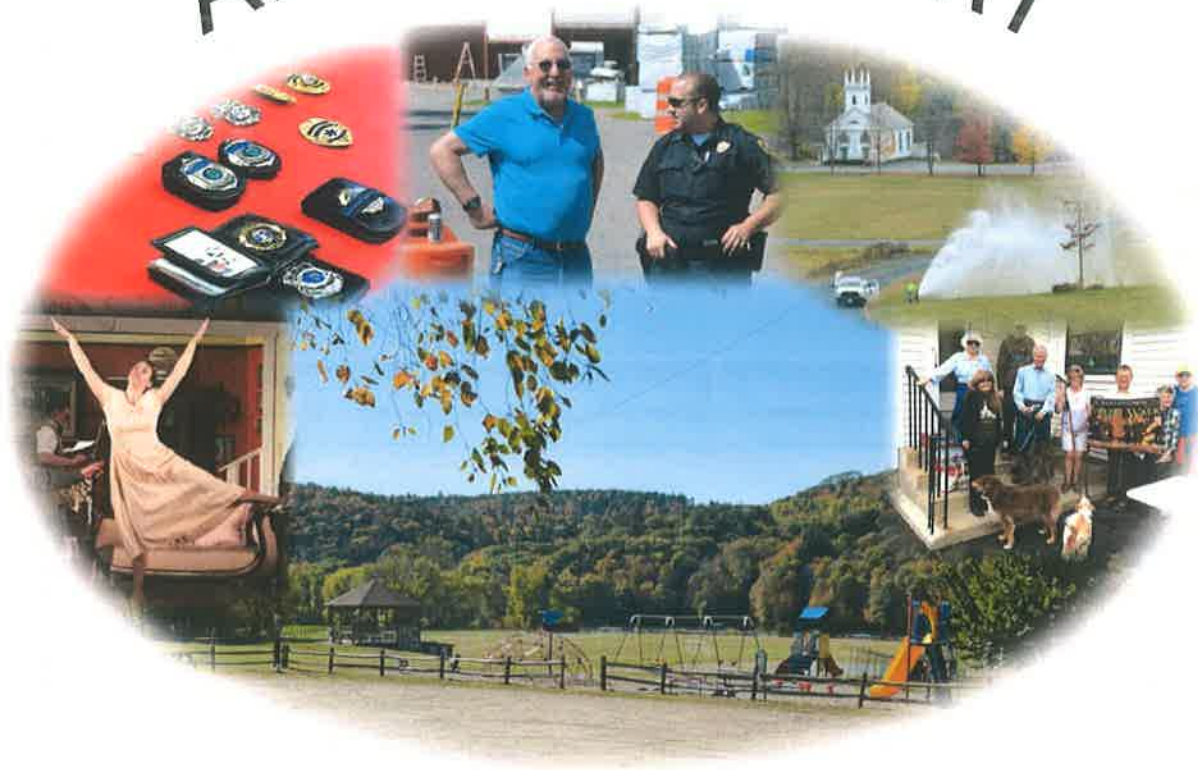


# 2017 ANNUAL REPORT



Town of Charlestown  
New Hampshire

## TOWN OF CHARLESTOWN



The Town of Charlestown would like to take this opportunity to recognize, Debra J Clark, Town Clerk – Tax Collector for 28 years of service. Her dedication to the Town and all the residents was undeniable.

She always had a smile when you came to her office. Debra was a NH Certified Town Clerk – Tax Collector and served as Town Clerk Association President in 2012-2013 and Tax Collector Association in 2013-2014. She was not only an asset to our small town but to others in the state.

Our community is a better place thanks to her hard work and love of Charlestown.

## TOWN OF CHARLESTOWN



The Town of Charlestown also recognizes Joan Kuncik Parkhurst for her service. Over the years, Joan held the position of Town Treasurer, Supervisor of the Checklist, as well as serving on many committees. She was the friendly face that residents saw at elections.

Joan was a member of Rotary, and was an exemplary example of the organization's motto:

*"Service above Self"*



# TOWN OF CHARLESTOWN

ANNUAL REPORT

## ANNUAL REPORTS Of the Selectboard And Other Town Officers



## CHARLESTOWN, N.H.

For the Year Ending  
December 31, 2017

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

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## REPORT OF THE SELECTBOARD

2017 was another year of significant accomplishments and challenges for the Town and the Selectboard.

The Town saw a longtime employee retire. Dave Edkins retired in October, after 19 years of service to the community. Dave served as the Administrative Assistant to the Selectboard and the Planning board. The Board thanks him for his work and dedication over the years.

The Route 12 project between South Charlestown and North Walpole is still in the works. The State has revised their plans and the project has gone out to bid. If no major issues arise, this project should start the summer of 2018.

The Selectboard and Finance Committee have worked diligently to develop a 2018 budget that includes a slight increase. Some of the increases are for equipment that needs to be replaced. As much as the Selectboard would like to level fund the budget, the additions to the budget are a necessity. We wish to thank the Finance Committee and all of our Department Heads for their efforts to keep spending at a minimum while preserving essential Town services.

As always, we wish to thank the many volunteers who serve on the Town's Boards and Committees. They are the glue that makes the Town function as well as it does. We also wish to convey our special appreciation to the dedicated members of Town's Fire and Ambulance Departments. These often thankless jobs require late night call-outs, lost time at work and time away from their families. Likewise we wish to recognize Police Chief Pat Connors and his entire Department for their efforts in improving the Department. These include enhanced staffing and updated policies & procedures as well as implementing the new dispatch system which will result in considerable cost savings to the Town going forward. We thank all of these dedicated individuals for their service in keeping us all safer.

*Art Grenier, Chair*

*Steve Neill*

*Tom Cobb*

## OFFICIAL OFFICE HOURS/MEETING DATES

### SELECTMEN'S OFFICE

Monday & Wednesday: 8 A.M – 6 P.M.

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

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

Tel. 826-4400

Fax 826-3709

### TOWN CLERK/TAX COLLECTOR'S OFFICE

Monday & Wednesday: 8 A.M – 6 P.M.

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

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

Tel. 826-5821

Fax 826-5181

### BUILDING DEPARTMENT (Town Offices, 233 Main St.)

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

Tel. 826-4400

### HEALTH AND HUMAN SERVICES (Town Offices, 233 Main St.)

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

Other days on-call

Tel. 826-5266

### PLANNING BOARD OFFICE (Town Offices, 233 Main St.)

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

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

Tel. 826-5368

Fax 826-3709

### TRANSFER STATION

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

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

Friday: 10:00 A.M. – 4:30 P.M.

Tel. 826-3201

### CONSERVATION COMMISSION (Community Room)

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

### RECREATION COMMITTEE (Town Offices, 233 Main St.)

**MEETINGS:** first Tuesday of each month: 7:00 P.M.

## EMERGENCY PHONE NUMBERS

**Police, Ambulance and Fire – 911**

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

## 2018 HOLIDAY SCHEDULE

Monday January 1 – New Years Day

Thursday November 22 – Thanksgiving Day

Monday May 28 – Memorial Day

Friday November 23 – Day after Thanksgiving

Wednesday July 4 – Independence Day

Tuesday December 25 – Christmas Day

Monday September 3 - Labor Day



## **TOWN OFFICERS AND COMMITTEE MEMBERS**

<b>Selectboard</b>	<b>Arthur Grenier , Chair</b>	<b>2018</b>
	<b>Steven Neill</b>	<b>2017</b>
	<b>Thomas Cobb</b>	<b>2019</b>
<b>Health &amp; Human Services</b>	<b>Jeff Lessels</b>	
<b>Chief of Police</b>	<b>Patrick Connors</b>	<b>Appointed</b>
<b>Animal Control Officer</b>	<b>Police Dept</b>	<b>Appointed</b>
<b>Treasurer</b>	<b>Michelle Snide</b>	<b>2018</b>
<b>Town Clerk/Tax Collector</b>	<b>Patricia Chaffee</b>	<b>2020</b>
<b>Office Manager</b>	<b>Patricia Chaffee</b>	<b>Appointed</b>
<b>Health Officer</b>	<b>Steven Neill</b>	<b>Appointed</b>
<b>Deputy Health Inspector</b>		<b>Appointed</b>
<b>Building Inspector</b>	<b>Jon LeClair</b>	<b>Appointed</b>
<b>Deputy Building Inspector</b>	<b>Bud Von Ahnen Jr.</b>	<b>Appointed</b>
<b>Moderator</b>	<b>Albert St. Pierre</b>	<b>2018</b>
<b>Supervisors of Checklist</b>	<b>Nancy Houghton</b>	<b>2022</b>
	<b>Emily St. Pierre</b>	<b>2020</b>
	<b>Vacant</b>	<b>2018</b>

<b>Administrative Assistant to Selectboard/ Planning &amp; Zoning Administrator</b>		<b>Appointed</b>
<b>Highway/Transfer Station Superintendent</b>	<b>Keith Weed</b>	<b>Appointed</b>
<b>Water/Wastewater Superintendent</b>	<b>David Duquette</b>	<b>Appointed</b>
<b>Trustees of Trust Funds</b>	<b>Patricia Royce</b>	<b>2018</b>
	<b>Susan Laware</b>	<b>2020</b>
	<b>William Sullivan</b>	<b>2019</b>
<b>Cemetery Trustees</b>	<b>Aare Ilves, Chair</b>	<b>2018</b>
	<b>Rose Smith-Hull</b>	<b>2020</b>
	<b>Douglas Neill</b>	<b>2019</b>
<b>Librarian</b>	<b>Holly Shaw</b>	<b>Appointed</b>
<b>Assistant Librarian</b>	<b>Jennifer Haynes</b>	<b>Appointed</b>
<b>Library Trustees</b>	<b>James Fowler, Chair</b>	<b>2020</b>
	<b>Barbara Bruno</b>	<b>2020</b>
	<b>Kara Lee</b>	<b>2018</b>
	<b>Maureen Spillsbury</b>	<b>2019</b>
	<b>Anne Williams</b>	<b>2018</b>
	<b>Patricia Meissner</b>	<b>2020</b>
	<b>Marie Weller</b>	<b>2019</b>
<b>Fire Chief</b>	<b>Charles Baraly</b>	<b>Appointed</b>

<b>Ambulance Director</b>	<b>Patrick Connors</b>	<b>Appointed</b>
<b>Emergency Mgt. Dir.</b>	<b>Charles Baraly</b>	<b>Appointed</b>
<b>Conservation Commission</b>	<b>Richard Holmes, Chairman</b>	<b>2018</b>
	<b>Steven A Neill, Ex-Officio</b>	<b>2018</b>
	<b>James Fowler, Secretary</b>	<b>2019</b>
	<b>Richard Lincourt</b>	<b>2020</b>
	<b>Michael Francis</b>	<b>2020</b>
	<b>Ruth Pratt</b>	<b>2019</b>
	<b>Gabriel Bailey</b>	<b>2018</b>
<b>Alternates</b>	<b>Duane Wetherby</b>	<b>2019</b>
	<b>Sue Ann Forcier</b>	
<b>Finance Committee</b>	<b>Roger Thibodeau, Chair</b>	<b>2019</b>
	<b>Robert Davis</b>	<b>2020</b>
	<b>Nancy Houghton</b>	<b>2019</b>
	<b>Patricia Chaffee</b>	<b>2019</b>
	<b>Patricia Royce</b>	<b>2020</b>
	<b>David Richardson</b>	<b>2018</b>
	<b>Rose Smith-Hull</b>	<b>2018</b>
	<b>Richard St. Pierre</b>	<b>2018</b>
	<b>Gabriel Bailey</b>	<b>2018</b>
<b>Recreation Committee</b>	<b>Arthur Grenier</b>	<b>Ex-Officio</b>
	<b>Nancy Fontaine, Chair</b>	<b>2018</b>

	<b>Austin Aubin</b>	<b>2018</b>
	<b>Shawn Aubin</b>	<b>2020</b>
	<b>Hope Grenier</b>	<b>2019</b>
	<b>Gabe Bailey</b>	<b>2018</b>
	<b>Travis Royce</b>	<b>2019</b>
	<b>Patricia Chaffee</b>	<b>2017</b>
	<b>Patrick Guierre</b>	<b>2019</b>
<b>Recreation Director</b>	<b>Craig Fairbank</b>	<b>Appointed</b>
<b>Planning Board</b>	<b>Thomas Cobb</b>	<b>Ex-officio</b>
	<b>Robert Frizzell, Chair</b>	<b>2020</b>
	<b>Sharon Francis, Vice-Chair</b>	<b>2018</b>
	<b>Richard Lincourt</b>	<b>2019</b>
	<b>Rose Smith-Hull</b>	<b>2020</b>
	<b>Douglas Neill</b>	<b>2019</b>
	<b>John Bruno</b>	<b>2018</b>
<b>Alternates</b>	<b>Patricia Chaffee</b>	<b>2018</b>
	<b>Duane Wetherby</b>	<b>2018</b>
	<b>James Jenkins</b>	<b>2018</b>
<b>Zoning Board of Adjustment</b>	<b>Terri Fisk, Chair</b>	<b>2018</b>
	<b>Andrew Jellie, Vice Chair</b>	<b>2020</b>
	<b>Stephanie Franco</b>	<b>2019</b>
	<b>Harold Ames</b>	<b>2019</b>
	<b>Nancy Houghton</b>	<b>2017</b>

<b>Alternates</b>	<b>Mathew Baran</b>	<b>2018</b>
	<b>Douglas Neill</b>	<b>2019</b>
<b>Heritage Commission</b>	<b>Arthur Grenier</b>	<b>Ex-Officio</b>
	<b>Duane Wetherby, Chair</b>	<b>2020</b>
	<b>Susan Richardson, Treasurer</b>	<b>2018</b>
	<b>Joanne Hipp</b>	<b>2019</b>
	<b>Joyce Higgins</b>	<b>2020</b>
	<b>Wesley Van Velsor</b>	<b>2020</b>
	<b>Tamera Golden</b>	<b>2020</b>
<b>Heritage Commission Alternate</b>	<b>Ronald Martel</b>	<b>2019</b>



# Town of Charlestown

## New Hampshire

### Warrant

2018

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

First Session of Annual Meeting (Deliberative Session):

Date: February 10, 2018

Time: 10:00 am

Location: Town Hall

Details: 19 Summer Street

Second Session of Annual Meeting (Official Ballot Voting)

Date: March 13, 2018

Time: 8am – 7pm

Location: Charlestown Senior Center

Details: 223 Old Springfield Road

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

To elect the necessary Town Officers for their respective terms.

#### **Article 02: 2018 Operating Budget**

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

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

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

The Selectboard recommends this appropriation

The Finance Committee recommends this appropriation

**Article 03: Appropriation of funds to CR Real Estate Reappraisal**

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

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation

**Article 04: Heavy Equipment Capital Reserve**

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

The Selectboard recommends this appropriation

The Finance Committee recommends this appropriation

**Article 05: Silsby Library/Municipal Building Masonry Restoration**

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

The Selectboard recommends this appropriation

The Finance Committee recommends this appropriation

**Article 06: Emergency Services Communication Capital Reserve**

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

The Selectboard recommends this appropriation

The Finance Committee recommends this appropriation

**Article 07: Pool Renovation Capital Reserve**

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

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 08: Lease-Purchase**

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

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 09: Establish a CRF for Roll Off Truck**

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

The Selectboard recommends this article.

The Finance Committee recommends this article.

**Article 10: Purchase Highway Truck from Capital Reserve Fund**

To see if the Town will vote to appropriate the sum of \$55,000 for the purpose of purchasing a used highway truck and to authorize the withdrawal of \$55,000 from the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting for that purpose.

No part of this appropriation is to be raised by general taxation.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 11: Support of the Charlestown Beautification Coalition**

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

The Seletboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 12: School Research Committee**

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

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

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 13: Support of the Senior Center**

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

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

**Article 14: Keno vote**

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

**Article 15: All Veteran credit**

To see if the Town will vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit. If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and who is not



eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$200 the first year, \$300 the second year, and \$500 a year thereafter (the same amount as the standard or optional veterans' credit voted by the Town under RSA 72:28.

**Article 16: Question as to the operation of OHRVs**

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

**Article 17: All Other Business**

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



## BUDGET 2018

	BUDGET 2017	ACTUAL 2017	BUDGET 2018
<b><u>GENERAL GOVERNMENT</u></b>			
Executive	163,067	157,058	157,603
Election Reg. & Vital	4,432	3,886	12,725
Financial Administration	335,017	322,321	342,593
Revaluation of Property			
Legal Expense	30,000	33,609	40,000
Planning & Zoning	65,253	61,936	64,759
General Government Buildings	216,704	164,579	202,604
Cemeteries	77,583	71,256	83,421
Insurance	63,361	63,361	64,038
Advertising & Reg. Assoc	14,509	13,108	14,090
<b>Total General Government</b>	<b>969,926</b>	<b>891,114</b>	<b>981,833</b>
<b><u>PUBLIC SAFETY</u></b>			
Police Department	871,869	875,022	933,141
Ambulance	112,743	104,033	124,304
Fire Department	123,907	98,124	133,998
Building Inspection	10,240	9,927	10,226
Emergency Management	450	126	450
<b>Total Public Safety</b>	<b>1,119,209</b>	<b>1,087,232</b>	<b>1,202,119</b>
<b><u>PUBLIC WORKS</u></b>			
Highways & Streets	1,253,102	1,133,254	1,270,353
Street Lighting	35,000	40,066	37,000
Trees	1,800	1,155	1,800
Solid Waste Disposal	293,418	245,937	302,932
<b>Total Public Works</b>	<b>1,583,320</b>	<b>1,420,412</b>	<b>1,612,085</b>
<b><u>HEALTH &amp; WELFARE</u></b>			
Pest Control	800	594	900
Health Agencies	63,783	63,716	63,047
Administration & Direct Assist	44,052	30,285	44,922
<b>Total Health &amp; Welfare</b>	<b>108,635</b>	<b>94,595</b>	<b>108,869</b>
<b><u>CULTURE &amp; RECREATION</u></b>			
Recreation	64,694	46,041	56,674
Library	138,174	129,724	139,169
Heritage Commission	3,000	3,000	3,000
<b>Total Culture &amp; Recreation</b>	<b>205,868</b>	<b>178,765</b>	<b>198,843</b>
<b><u>CONSERVATION</u></b>	1,200	1,200	1,200
<b><u>DEBT SERVICE</u></b>	12,500	7,228	10,000
<b><u>CAPITAL EXPENDITURES</u></b>	179,182	171,657	340,251

<b><u>TOWN BUDGET</u></b>	<b>4,179,840</b>	<b>3,852,203</b>	<b>4,455,200</b>
<b><u>ARTICLES RECOMMENDED</u></b>	89,000	92,234	218,100
<b><u>SEWER</u></b>	315,177	280,137	298,858
<b><u>WATER</u></b>	414,520	388,419	387,615
<b><u>TOTAL OF 3 FUNDS</u></b>	<b>\$4,998,537</b>	<b>\$4,612,993</b>	<b>\$5,359,773</b>

## REVENUE

Yield		50,270
Excavation		2,618
Int-Del.Tx		117,501
MV Tax		907,901
MV Titles		2,898
MV Agent Fees		19,832
Building Permits		12,142
Dogs		7,584
Marriages/Civil Unions		224
Vital		1,662
Misc. Filing		10
Checklist		518
UCC		2,121
PI Bd Fees		1,350
Cem Rec		23
Junkyard		105
Peddler		10
Hwy Block Grant		156,510
NH - Railroad Tax		5,960
NH Rooms & Meals Tax		263,406
NH Federal Forest Reim		1,273
Selectmen's Office		46
Cemetery Department		3,400
PI Bd Reimbursement	Postage/copies	280
	Reports/Spec	
Police Department:	Details/Dispatching	7,640
Fire Reports, Misc.		1,314
Ambulance COLLECTED		63,699
Recreation Pool		3,961
Transfer Station:	Permits	69,790
	Demo, Trash billed	84,009
	Recycling	17,478
Interest on Investment		1,996
Rent Town Properties		1,590
Sale Town Properties		
Court Fines		875
Other Misc. Rev		4,504
Town Histories		595
Third Town Histories		200
From Trustee of Trust Funds		<u>43,640</u>
<b>TOTAL</b>	<b>\$</b>	<b>1,858,935</b>

**DEPARTMENT OF REVENUE ADMINISTRATION  
2017 Tax Rate Calculation**

**Town Portion**

Gross Appropriations	\$ 4,998,537	
Less: Revenues	\$ 2,547,783	
Less: Shared Revenues	-	
Add: Overlay	\$ 61,804	
War Service Credits	\$ 146,900	
	\$ 2,467,458	
Approved Town Tax Effort		\$ 2,467,458
Municipal Tax Rate		<b>\$ 8.78</b>

**School Portion**

Regional School Apportionment	\$ 11,641,280	
Less: Adequate Education Grant	\$ 4,727,791	
Less: State Education Taxes	\$ 571,472	
	\$ 6,342,017	
Approved School (s) Tax Effort		\$ 6,342,017
Local Education Tax Rate		<b>\$ 22.58</b>
Equalized Valuation Tax Rate	\$ 2.22	
Equalized Valuation (no utilities)		\$ 257,287,139

Divided by Local Assessed Valuation (no utilities)

State School Rate	<b>\$ 2.22</b>
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**County Portion**

Due to County	\$ 819,535	
Less: Shared Revenues	-	
Approved County Tax Effort		\$ 819,535
County Tax Rate		<b>\$ 2.92</b>
Combined Tax Rate		<b>\$ 36.50</b>

Total Property Taxes Assessed	\$ 10,200,482
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Less: War Service Credits	\$ 146,900
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<b>Total Property Tax Commitment</b>	<b>\$ 10,053,582</b>
--------------------------------------	----------------------

**Proof of Rate**

<u>Net Assessed Valuation</u>	<u>Tax Rate</u>	<u>Assessment</u>
State Education Tax	\$ 257,287,139	\$ 2.22
All Other Taxes	\$ 280,901,539	\$ 34.28
		<b>\$ 10,200,482</b>

LAND BUILDINGS	ACRES	ASSESSED VALUATION	TOTAL TAXABLE
<b>Value of Land Only</b>			
A. Current Use	14,432	\$ 1,252,239	
B. Conservation Restriction Assessment	-	-	
C. Historic Barns	0.3	\$ 300	
D. Residential Land	9,925	\$46,319,278	
E. Commercial/Industrial	947	\$ 5,520,722	
F. Total of Taxable Land	25,304		<b>\$ 53,092,539</b>
G. Tax Exempt & Non-taxable	2,634		\$ 5,356,232
<b>Value of Buildings Only</b>			
A. Residential		\$ 147,036,618	
B. Manufactured Housing		\$ 22,127,300	
C. Commercial/Industrial		\$ 35,995,982	
D. Historic Barns	6	\$ 40,100	
E. Total of Taxable Buildings			<b>\$ 205,200,000</b>
F. Tax Exempt & Non-taxable			\$ 20,762,400
<b>Public Utilities - Electric</b>			<b>\$ 23,614,400</b>
<b>Valuation before Exemptions</b>	<b>NUMBER</b>		<b>\$ 281,906,939</b>
<b>Blind Exemption</b>	-	-	
<b>Elderly Exemption</b>	37	\$ 845,500	
<b>Totally &amp; Permanently Disabled Ex.</b>	18	\$ 159,900	
<b>Total Dollar Amount of Exemptions</b>		<b>\$ 1,005,400</b>	
<b>Net Valuation on which Tax Rate for Municipal, County and Local Education</b>			<b>\$ 280,901,539</b>
<b>Less Public Utilities</b>			<b>\$ 23,614,400</b>
<b>Net Valuation on which Tax Rate for State Education</b>			<b>\$ 257,287,139</b>
<b>Tax is Computed</b>			



**OFFICIAL BALLOT**  
**ANNUAL TOWN ELECTION**  
**CHARLESTOWN, NEW HAMPSHIRE**  
**MARCH 14, 2017**

BALLOT 1 OF 2

*[Signature]*  
TOWN CLERK

**INSTRUCTIONS TO VOTERS**

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

<p><b>SELECTBOARD MEMBER</b>  <small>Vote for not more than One</small>  For Three Years</p> <p><b>STEVEN NEILL</b> 406 ●</p> <p><b>BOB STODDART</b> 54 ○</p> <p><b>GABE BAILEY</b> 37 (Write-In)</p>	<p><b>TRUSTEE OF TRUST FUNDS</b>  <small>Vote for not more than One</small>  For Three Years</p> <p><b>SUE LAWARE</b> 9 ●</p> <p align="center">(Write-in) ○</p>	<p><b>CEMETERY TRUSTEE</b>  <small>Vote for not more than One</small>  For Three Years</p> <p><b>ROSE M. SMITH-HULL</b> 505 ●</p> <p align="center">(Write-in) ○</p>
<p><b>TOWN CLERK/TAX COLLECTOR</b>  <small>Vote for not more than One</small>  For Three Years</p> <p><b>PATRICIA CHAFFEE</b> 298 ●</p> <p><b>KELLY J. STODDART</b> 284 ○</p> <p align="center">(Write-in) ○</p>	<p><b>LIBRARY TRUSTEE</b>  <small>Vote for not more than Three</small>  For Three Years</p> <p><b>BARBARA BRUNO</b> 433 ●</p> <p><b>JAMES FOWLER</b> 362 ●</p> <p><b>PATRICIA MEISSNER</b> 7 ●</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p>	<p><b>PLANNING BOARD</b>  <small>Vote for not more than Two</small>  For Three Years</p> <p><b>ROSE M. SMITH-HULL</b> 489 ●</p> <p><b>BOB FRIZZELL</b> 26 ●</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p>
<p><b>SUPERVISOR OF THE CHECKLIST</b>  <small>Vote for not more than One</small>  For Three Years</p> <p><b>EMILY ST. PIERRE</b> ●</p> <p align="center">(Write-in) ○</p>	<p><b>LIBRARY TRUSTEE</b>  <small>Vote for not more than Two</small>  For Two Years</p> <p><b>MARIE WELLER</b> 483 ●</p> <p><b>PATRICIA MEISSNER</b> 9 ○</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p>	<p><b>FINANCE COMMITTEE</b>  <small>Vote for not more than Three</small>  For Three Years</p> <p><b>ROBERT L. DAVIS</b> 385 ●</p> <p><b>PATRICIA ROYCE</b> 451 ●</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p> <p align="center">(Write-in) ○</p>

**ARTICLES**

**Article 02: Amend Zoning Ordinance**

Shall the town adopt the amendment to the existing town Zoning Ordinance as proposed by the planning board: It would add provisions intended to bring the Town into conformance with State Statute (RSA 674:21-23) allowing Accessory Dwelling units in all Zoning District, along with certain minor editorial revisions intended to reflect current practice? Copies of the the full text of the proposed amendment are on file and available during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and the polls.

359  
**YES** ●  
**NO** ○  
168

**Article 03: Operating Budget**

"Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the first session, for the purposes set forth therein, the sum of \$4,909,537 which represents \$4,179,840 for the Town operating budget, \$414,520 for the Water Fund operating budget and \$315,177 for the Sewer Fund operating budget?"  
Should this article be defeated, the default operating budget shall be \$4,602,568 which is the same as last year's budget\*, with certain adjustments required by previous action of the Town or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only.

\*The default budget represents \$3,890,928 for the Town operating budget, \$402,593 for the Water Fund operating budget, and \$309,047 for the Sewer Fund operating budget.  
NOTE: This warrant article (operating budgets) does not include appropriations in ANY other warrant article.

347  
**YES** ●  
**NO** ○  
210

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

**TURN BALLOT OVER AND CONTINUE VOTING**

## ARTICLES CONTINUED

<p><b>Article 04: Real Estate Reappraisal C/R</b></p> <p>"Shall the Town vote, to raise and appropriate the sum of \$25,000 to be placed in the Real Estate Reappraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose of a reappraisal of all real estate in the town as required by law every 5 years?"                      The Selectboard recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>365</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>198</b></p>
<p><b>Article 05: Highway Heavy Equip C/R</b></p> <p>"Shall the Town vote, by special warrant article, to raise and appropriate the sum of \$25,000 to be placed in the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting?"                      The Selectboard recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>379</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>185</b></p>
<p><b>Article 06: Library Masonry</b></p> <p>"Shall the Town vote, by special warrant article, to raise and appropriate the sum of \$25,000 to be placed in the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund established under Article 8 at the 2012 Annual Town Meeting?"                      The Selectboard recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>400</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>164</b></p>
<p><b>Article 07: add to Emergency Service Communications CRF</b></p> <p>"Shall the Town vote to raise and appropriate the sum of \$3,000 to be added to the Emergency Services Communications Capital Reserve Fund previously established?"                      The Selectboard Recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>427</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>129</b></p>
<p><b>Article 08: Beautification</b></p> <p>"Shall the Town vote, by special warrant article, to raise and appropriate the sum of \$3,500 for the use of the Charlestown Beautification Coalition to maintain the floral baskets, tubs and gardens in the growing season and green wreathes and red bows on the decorative light poles in the winter on Main Street?"                      The Selectboard recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>388</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>177</b></p>
<p><b>Article 09: Cemetery Bank Stabilization</b></p> <p>"Shall the Town vote, by special warrant article, to raise and appropriate the sum of \$7,500 for bank stabilization work in the Forest Hill Cemetery?"                      The Selectboard recommends this appropriation.                      The Finance Committee recommends this appropriation.</p>	<p style="text-align: right;"><b>401</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>157</b></p>
<p><b>Article 10: Lot Line Adjustment</b></p> <p>"Shall the Town vote to authorize the Selectboard to convey 0.26 acres of Town owned land on the westerly side of the road into the Pine Crest Cemetery to Donald J. &amp; Patricia G. Chabot in exchange for 0.09 acres, in a boundary line adjustment to correct the boundary between the Twin Maples Park and said Pine Crest Cemetery?"                      Said boundary line adjustment is shown on a survey prepared by Patrick Dombroski, LLS, dated October 14, 2015 and revised through May 17, 2016 which plan was approved by the Charlestown Planning Board on November 1, 2016 and is recorded in the Sullivan Registry of Deeds at Drawer 5, Number 112.                      The Selectboard recommends this article.</p>	<p style="text-align: right;"><b>465</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>93</b></p>
<p><b>Article 11: Conservation Commission</b></p> <p>"Shall the Town vote to adopt the provisions of RSA 36-A:4-a, I(b) to authorize the conservation commission to expend funds for contributions to 'qualified organizations' for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the town will retain no interest in the property?"                      The Selectboard recommends this article.</p>	<p style="text-align: right;"><b>361</b></p> <p>YES <input checked="" type="radio"/></p> <p>NO <input type="radio"/></p> <p style="text-align: right;"><b>182</b></p>
<p><b>Article 12: Separate the Town Clerk/Tax Collector Position</b></p> <p>"Shall the Town vote to separate the Town Clerk to be an elected position and to have the Tax Collector be an appointed position (RSA 669:17 and RSA 41:2)?" Per RSA 41:45-a, if approved one individual will hold the combined elective office for a term of one year, as determined by the warrant article, beginning with the next annual meeting following the vote. (By Petition)</p>	<p style="text-align: right;"><b>232</b></p> <p>YES <input type="radio"/></p> <p>NO <input checked="" type="radio"/></p> <p style="text-align: right;"><b>338</b></p>



**OFFICIAL BALLOT**  
**ANNUAL TOWN ELECTION**  
**CHARLESTOWN, NEW HAMPSHIRE**  
**MARCH 14, 2017**

BALLOT 2 OF 2

*Kelly J. Stoddart*  
TOWN CLERK

**ARTICLES CONTINUED**

**Article 13: Charlestown Medical Building Deed**

"Shall the Town approve and authorize the Selectboard to amend the terms of the Quitclaim Deed given by the Town of Charlestown to the Charlestown Medical Building Association dated April 1, 2015 and recorded at Book 941, Page 0588 regarding the Charlestown Medical Building at 33 Arbor Way (Map 118, Lot 179) in order to remove the restrictions in the deed preventing the sale of the property by the Association and requiring that the property be used only for the provision of medical services; nevertheless, the amendment will include the condition that the sale price of the property shall be fair market value and that the proceeds from the sale of the property, after payment of the Association's expenses or debts, shall be paid over to the Town of Charlestown to be used for the benefit of the community of Charlestown?"

469

YES   
NO

The Selectboard recommends this article.

86

**Article 14: Modify Disabled Exemption**

"Shall the Town modify the provisions of RSA 72:37-b, Exemption for the Disabled from property tax, based on assessed value for qualified taxpayers to be \$10,000"? To qualify the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 consecutive years. In addition the taxpayer must have a net income of not more than \$25,000 or if married, a combined net income of not more than \$35,000, and own net assets not in excess of 50,000 excluding the value of the person's residence. (Majority vote required)

389

YES   
NO

156

**Article 15: Modify Elderly Exemption**

"Shall the Town modify the provisions of RSA 72:39-a for elderly exemption from property tax in the Town of Charlestown, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$20,000; for a person 75 years of age up to 80 years, \$30,000; for a person 80 years of age or older \$40,000?" To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married to each other for at least 5 consecutive years. In addition, the taxpayer must have a net income of not more than \$25,000 or, if married, a combined net income of less than \$35,000; and own net assets not in excess of \$50,000 excluding the value of the person's residence. (Majority vote required)

YES   
NO

**Article 16: Mitigation fund**

Resolved, that the Town of Charlestown, at the Town Meeting Deliberative Session on February 7, 2017, was presented with information on the erosion on the Connecticut River. If it is shown that there is a causal relationship between the operation of the Bellows Falls Dam by the TransCanada Corporation or subsequent owners resulting in deterioration of the riverbank and attendant roads and farmland. "Shall the Town of Charlestown formally request that TransCanada or subsequent owners modify current dam operations and create a mitigation fund to reimburse towns and landowners for any and all damages?"

YES   
NO

The Selectboard recommends this article.

**Article 17: All other Business**

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

YES   
NO

A true copy, Attest

*Kelly J. Stoddart*

**Kelly J. Stoddart**  
Town Clerk/Tax Collector



# COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

FISCAL YEAR ENDING DECEMBER 31, 2017

Appropriation Title	Approp Amount	Receipt s & Reimbs	Total Amount Available	Expenses	Unexp'n' d Balance	Overdraft
Executive	\$163,067		\$163,067	\$157,058	\$6,009	
Elect/Regis/Vital Recs.	\$4,432		\$4,432	\$3,886	\$546	
Financial Administration	\$335,017		\$335,017	\$322,321	\$12,696	
Legal	\$30,000		\$30,000	\$33,609		\$(3,609)
Planning & Zoning	\$65,253		\$65,253	\$61,936	\$3,317	
General Gov't Buildings	\$216,704		\$216,704	\$164,579	\$52,125	
Cemeteries	\$77,583		\$77,583	\$71,256	\$6,327	
Insurance	\$63,361		\$63,361	\$63,361	-	
Regional Associations	\$14,509		\$14,509	\$13,108	\$1,401	
Police	\$871,869		\$871,869	\$875,022		\$(3,153)
Ambulance	\$112,743		\$112,743	\$104,033	\$8,710	
Fire	\$123,907		\$123,907	\$98,124	\$25,783	
Code Enforcement	\$10,240		\$10,240	\$9,927	\$313	
Emergency Management	\$450		\$450	\$126	\$324	
Highways & Bridges	\$1,253,102		\$1,253,102	\$1,133,254	\$119,848	
Street Lights	\$35,000		\$35,000	\$40,066		\$(5,066)
Tree Maintenance	\$1,800		\$1,800	\$1,155	\$645	
Transfer Station	\$293,418		\$293,418	\$245,937	\$47,481	
Pest Control	\$800		\$800	\$594	\$206	
Health Agencies	\$63,783		\$63,783	\$63,716	\$67	
General Assistance	\$44,052		\$44,052	\$30,285	\$13,767	
Parks & Recreation					\$18,653	

	\$64,694		\$64,694	\$46,041		
Library	\$138,174		\$138,174	\$129,724	\$8,450	
Heritage Commission Conservation Commission	\$3,000		\$3,000	\$3,000		-
	\$1,200		\$1,200	\$1,200		
Debt/Principal/Interest	\$12,500		\$12,500	\$7,228	\$5,272	
Capital	\$179,182		\$179,182	\$171,657	\$7,525	
<b>Sub-total</b>	<b>\$4,179,840</b>	<b>-</b>	<b>\$4,179,840</b>	<b>\$3,852,203</b>	<b>\$310,537</b>	<b>\$(11,828)</b>
<b>Articles</b>	<b>\$89,000</b>	<b>-</b>	<b>\$89,000</b>	<b>\$92,234</b>		<b>\$(3,23)</b>
<b>TOTAL GENERAL FUND</b>	<b>\$4,268,840</b>	<b>-</b>	<b>\$4,268,840</b>	<b>\$3,944,437</b>	<b>\$322,365</b>	<b>\$2,038</b>
<b>Water Fund</b>	<b>\$414,520</b>	<b>-</b>	<b>\$414,520</b>	<b>\$388,642</b>	<b>\$25,878</b>	<b>-</b>
<b>Wastewater Fund</b>	<b>\$315,177</b>	<b>-</b>	<b>\$315,177</b>	<b>\$280,402</b>	<b>\$34,775</b>	<b>-</b>
<b>Consolidated Funds</b>	<b>\$4,998,537</b>	<b>-</b>	<b>\$4,998,537</b>	<b>\$4,613,481</b>	<b>\$383,018</b>	<b>\$2,038</b>
<b>Net Unexpended</b>	<b>\$385,056</b>					

# BALANCE SHEET

GENERAL FUND  
as of December 31, 2017

	<u>Beginning of Year</u>	<u>* End of Year</u>
<b><u>Current Assets</u></b>		
Cash and equivalents	\$ 2,159,552	\$ 3,128,616
Investments	267,711	267,711
Taxes receivable	1,400,928	1,322,735
Accounts receivable	50,298	76,709
Intergovernmental receivable	40,329	39,055
Interfund receivable	389,699	625,611
Prepaid Items	58,398	
Tax Deeded property held for resale	8,867	8,867
<b>Total Assets</b>	<b>\$ 4,375,782</b>	<b>\$ 5,460,437</b>
<b><u>Current Liabilities</u></b>		
Accounts payable	\$ 66,595	131,624
Accrued salaries and benefits	63,729	63,729
Intergovernmental-payable	2,763,383	2,866,744
<b>Total Liabilities</b>	<b>\$ 2,893,707</b>	<b>\$ 3,062,097</b>
<b>Deferred Inflows of Resources</b>		
Unavailable revenue - Property taxes	\$ 1,088,183	1,485,809
<b><u>Fund Balance</u></b>		
Nonspendable	67,265	-
Restricted	45,143	17,490
Committed	272,424	280,741
Assigned	91,087	182,099
Unassigned	(82,027)	432,201
<b>Total Fund Balances</b>	<b>\$ 393,892</b>	<b>\$ 912,531</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 4,375,782</b>	<b>\$ 5,460,437</b>

\* These figures subject to audit

## ABATEMENTS

### SELECTBOARD OFFICE

#### REAL ESTATE

Sussex Group East Point Properties	\$	2,853.74
Sussex Group East Point Properties	\$	3,248.03
Parson, Ernest & Nancy	\$	902.57
Gardner, Samantha & Karshee	\$	106.83
Bundy, Cheryl	\$	47.61

#### WATER

Kinrade, Judith	\$	55.00
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#### SEWER

Kinrade, Judith	\$	55.00
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<b>Total Abatement</b>	<b>\$</b>	<b>7,268.78</b>
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### TAX COLLECTOR

#### REAL ESTATE

Bacon, Romaine	\$	1287.60
McCarthy, Leon	\$	196.60
Shepa Sr., John	\$	369.78

#### WATER

M & W Engineering	\$	191.90
Morel, Barry & Nicole	\$	55.00

#### SEWER

Duford, Fay	\$	867.06
M & W Engineering	\$	323.80
Morel, Barry & Nicole	\$	50.00
Kinson, Kenneth & Mary	\$	535.28

<b>YIELD TAX</b>	<b>\$</b>	<b>5786.67</b>
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<b>Total Abatement</b>	<b>\$</b>	<b>9,663.69</b>
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## TOWN CLERK REPORT

### MOTOR VEHICLES

Registrations/Titles/Fees	867,364.19
	<u>\$867,364.19</u>

### BOATS

Registrations/Titles/Fees	809.00
	<u>\$809.00</u>

### DOGS

State Fees	2,731.50
Town Fees	4,959.00
Town Fines	2,010.00
	<u>\$9,700.50</u>

### MARRIAGE

State Fees	989.00
Town Fees	161.00
	<u>\$1,150.00</u>

### VITAL RECORDS

State Fees	1,035.00
Town Fees	990.00
	<u>\$2,025.00</u>

### FILING FEES

UCC/ Misc. Filings	2,035.00
	<u>\$2,035.00</u>

REMITTED TO TREASURER	\$883,083.69
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**Debits**

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2016	Year: 2015	Year: <input style="width: 50px;" type="text"/>
Property Taxes	3110		\$862,317.88	\$77,998.38	
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185		\$898.89		
Excavation Tax	3187		\$733.60		
Other Taxes	3189		\$87,922.38		
Property Tax Credit Balance		(\$10,387.63)			
Other Tax or Charges Credit Balance		(\$1,799.93)			

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2016	
Property Taxes	3110	\$10,171,170.35		
Resident Taxes	3180			
Land Use Change Taxes	3120			
Yield Taxes	3185	\$50,270.00		
Excavation Tax	3187	\$1,885.00		
Other Taxes	3189	\$560,273.42		
<input style="width: 200px;" type="text"/>	<input style="width: 50px;" type="text"/>			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2016		2015
Property Taxes	3110				
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
<input style="width: 200px;" type="text"/>	<input style="width: 50px;" type="text"/>				
Interest and Penalties on Delinquent Taxes	3190	\$4,836.61	\$25,375.10		
Interest and Penalties on Resident Taxes	3190	\$7,476.49	\$10,351.73		

<b>Total Debits</b>	<b>\$10,783,724.31</b>	<b>\$987,599.58</b>	<b>\$77,998.38</b>	<b>\$0.00</b>
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<b>Credits</b>				
Remitted to Treasurer	Levy for Year of this Report	2016	Prior Levies 2015	
Property Taxes	\$8,759,675.62	\$883,709.78		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$50,200.18			
Interest (Include Lien Conversion)	\$2,147.14	\$87,269.46		
Penalties	\$2,805.45			
Excavation Tax	\$1,885.00	\$733.60		
Other Taxes	\$578,927.65	\$141,948.41		
Conversion to Lien (Principal Only)	\$35,135.73	\$392,530.14		
<div style="border: 1px solid black; padding: 2px; display: inline-block; width: 80%;">Property Credit</div>	\$24,964.40			
<div style="border: 1px solid black; padding: 2px; display: inline-block; width: 80%;">Utility Credit</div>	\$193.92			
Discounts Allowed				

Abatements Made	Levy for Year of this Report	2016	Prior Levies 2015	
Property Taxes	\$1,853.98	\$2,856.39		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$5,786.67			
Excavation Tax				
Other Taxes	\$2,023.04			
<div style="border: 1px solid black; padding: 2px; display: inline-block; width: 80%;"></div>				
Current Levy Deeded				



**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies	
		2016	2015
Property Taxes	\$1,116,326.66		
Resident Taxes			
Land Use Change Taxes			
Yield Taxes			
Excavation Tax			
Other Taxes	\$155,067.82		
Property Tax Credit Balance			
Other Tax or Charges Credit Balance			
<b>Total Credits</b>	<b>\$10,736,993.26</b>	<b>\$1,509,047.78</b>	<b>\$0.00</b>



## TREASURER'S REPORT

### GENERAL FUND

BEGINNING BALANCE 1/1/17		\$2,110,194.19
Receipts:		
Tax Collector's Office	\$9,916,313.35	
*Water Rents & Int. Collected by Tax Coll.	176,815.19	
*Sewer Rents & Int. Collected by Tax Coll.	<u>182,207.74</u>	
Total Funds collected by Tax Collector	\$10,275,336.28	10,275,336.28
Town Clerk's Office		886,134.22
Selectboard's Office	3,509,601.62	
*Water fees – on/off, connections, etc.	9,158.97	
*Sewer fees – dumping, connections, etc.	<u>2,845.00</u>	
Total Funds collected by Selectboard's Office		<u>3,521,605.59</u>
Total Income		\$14,683,076.09
Expenses:		
Payment to Sullivan County	-819,535.00	
Payments to FMRSD	-6,628,704.00	
Town Payables	-5,809,409.45	
Payroll	<u>-1,256,432.40</u>	
Total Expenses	-14,514,080.85	<u>-14,514,080.85</u>
Ending Balance 12/31/17		\$2,279,189.43

\*These funds were deposited into the General Fund then used to pay water/sewer expenses.

### WATER DEPT MONEY MARKET ACCOUNT

Beginning Balance 1/1/17		\$44,348.40
Receipts:		
Rents & Interest	\$163,407.69	
Credit Memos	479.47	
Water on/off/Hookups	2,162.00	
Miscellaneous	142.05	
Bank Interest	<u>73.72</u>	
Total Income	\$166,264.93	166,264.93
Transfers to General Fund to Pay Expenses	-100,000.00	<u>-100,000.00</u>
Ending Balance 12/31/17		\$110,613.33

## TREASURER'S REPORT

### SEWER DEPT MONEY MARKET ACCOUNT

Beginning Balance 1/1/17		\$55,015.01
Receipts:		
Rents & Interest	\$146,147.31	
Credit Memos	769.34	
Dumping	420.00	
Tax Collector Adj	-53.70	
Bank Interest	75.19	
Total Income	\$147,358.14	147,358.14
Transfers to General Fund to Pay Expenses	-100,000.00	<u>-100,000.00</u>
Ending Balance 12/31/17		<u>\$102,373.15</u>

### ACCOUNTS HELD BY THE TREASURER

Charlestown Heritage Commission	\$2,866.39
Charlestown Recreation Special Revenue Account	\$8,335.32
Charlestown Recreation Special Championship CD	\$9,246.10
Conservation Commission Money Market Account	\$73,683.34
Conservation Commission CD	\$14,172.35
Old Home Day Association Checking Account	\$2,659.41
Old Home Day Association CD	\$18,497.13
Charlestown Police Gun Permit Account	\$59.15
Bond Midas Account	\$20,900.00

### TREASURER'S NOTES:

At times throughout the year, we need to borrow to fulfill our financial obligations in anticipation of tax monies. During 2017, we borrowed \$2,250,000 and were able to pay the note in full by December 31, 2017.

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

## 2017 DETAILED STATEMENT OF EXPENDITURES

### GENERAL GOVERNMENT

#### EXECUTIVE OFFICE

Selectmen - Clerk/Receptionist Full Time	31,460.00
Selectmen - Secretary P/T	20,044.31
Selectmen - Salaries - Selectboard	13,500.00
Selectmen - Health/Disability Insurance	13,305.72
Selectmen - FICA/Medicare	4,774.90
Selectmen - NH Retirement System	3,950.71
Selectmen - Unemployment/Workers' Comp	281.88
Selectmen - Dental Insurance	650.31
Selectmen - Telephone	2,269.13
Selectmen - Printing, Ads	2,091.46
Selectmen - Dues, Subscriptions, Education	299.45
Selectmen - Office Supplies	2,528.77
Selectmen- Office Equipment	289.00
Selectmen - Miscellaneous	1,000.00
Adm Assist - Salary	38,971.72
Adm Assist - Secretary	3,149.26
Adm Assist - Health/Disability Insurance	9,495.06
Adm Assist - FICA/Medicare	3,032.51
Adm Assist - NH Retirement System	4,065.84
Adm Assist - Training & Seminars	60.00
Adm Assist - Unemployment/Workers' Comp	221.10
Adm Assist - Dental Insurance	329.52
Adm Assist - Telephone	378.38
Adm Assist - Dues, Subscriptions	214.13
Adm Assist- Copier	200.00
Adm Assist - Computer, Software	437.49
Adm Assist - Books, Periodicals, Misc	57.45
<b>Total Executive</b>	<b>\$ 157,058.10</b>

#### ELECTION, REGISTRATION, & VITAL STATISTICS

Salaries - Ballot Clerks	204.13
Salaries - Supervisors & Moderator	323.25
FICA/Medicare	32.31
Computer Software/Support	999.00
Printing, Supplies & Postage	1,259.12
Postage	1,068.00
<b>Total Elections &amp; Registration</b>	<b>\$ 3,885.81</b>

#### FINANCIAL ADMINISTRATION

Salary - Bookkeeper	34,635.00
Salary - PT	1,129.50
Health/Disability Insurance	13,178.46
Dental Insurance	650.31
FICA/Medicare	2,450.22
NH Retirement System	3,944.78
Unemployment/Workers' Comp	420.35
Auditing Services	10,700.00
Fixed Assets Management	-
Town Report	832.50

Education & Training	272.57
Office Equipment	1,067.60
Postage	8,812.54
Tax Sale Expense	16.00
Trust Funds - Treasurer	2,000.00
Trust Funds - FICA/Medicare	153.00
Trust Funds Fees	300.00
Trust Funds Miscellaneous	238.39
AS - Assessing Clerk F/T	13,326.25
AS - Health/Disability Insurance	312.24
AS - FICA/Medicare	1,007.17
AS - NH Retirement System	1,204.96
AS - Unemployment/Workers' Comp	128.73
Assessing Services	61,987.10
AS - Education/Training	188.33
TC-TX - Collector	41,037.96
TC-TX - Part Time Salaries	38,773.13
TC-TX - Overtime	-
TC-TX - Health/Disability Insurance	6,638.19
TC-TX - FICA/Medicare	6,328.52
TC-TX - NH Retirement Systems	5,063.68
TC-TX - Unemployment/Workers' Comp	541.81
TC-TX - Telephone	994.57
TC-TX - Education	781.09
TC-TX - Dues & Subscriptions	80.00
TC-TX - General Expenses	1,103.70
TC-TX - Office Supplies	3,260.34
TC-TX - Mortgagee Search	6,695.00
TC-TX - MV Agent Fees	7,182.00
Treasurer - Salary	7,500.00
Treasurer - FICA/Medicare	573.74
Treasurer - Bank Fees	350.51
Treasurer - Office Supplies	113.12
Data Processing - Software Support	35,828.19
Data Processing - Hardware Upgrades	519.00
<b>Total Financial Administration</b>	<b>\$ 322,320.55</b>
Encumbered - Business Management Systems, Inc - \$450.00	

#### LEGAL EXPENSES

Town Attorney	33,609.18
Other Legal Expenses	-
<b>Total Legal Expenses</b>	<b>\$ 33,609.18</b>

#### PLANNING & ZONING

Planning & Zoning Director	41,101.94
Secretary Part Time	1,532.25
Health/Disability Insurance	9,495.05
FICA/Medicare	3,073.97
NH Retirement System	4,065.84
Unemployment/Workers' Comp	221.11
Dental Insurance	329.52
Telephone	378.29

Publication Expenses	623.88
Education, Mileage Reimbursement	30.67
Dues, Resource Materials, and Supplies	292.51
Copier Expense	-
Computer, Software	299.99
Postage	223.34
ZBA Publication Expenses	67.91
ZBA General Supplies	-
ZBA Education, Mileage Reimb	200.00
ZBA Postage	-
<b>Total Planning &amp; Zoning</b>	<b>\$ 61,936.27</b>

#### **GENERAL GOVERNMENT BUILDINGS**

Custodian	17,746.50
Custodian Part Time	5,892.00
GB Health Insurance	12,500.78
Disability Insurance	117.39
FICA/Medicare	1,668.77
NH Retirement System	2,003.05
Unemployment/Workers' Comp	927.24
Dental Insurance	-
Municipal Building - Mowing	2,649.00
Municipal Building - Phone	12.37
Municipal Building - Electricity	7,522.48
Municipal Building - Heating Oil	7,423.04
Municipal Building - Water/Sewer	337.65
Municipal Building - Maintenance & Repair	4,396.42
GB Supplies, Tools & Equipment	493.18
GB Vehicle Fuel	824.35
GB Vehicle Maintenance & Repair	416.07
Bank Building - Electricity	2,831.51
Bank Building - Heating Oil	2,847.92
Bank Building - Water/Sewer	364.29
Bank Building - Maintenance & Repair	7,528.04
Town Hall - Electricity	2,004.55
Town Hall - Heating Oil	9,234.28
Town Hall - Water/Sewer	276.60
Town Hall - Maintenance & Repair	2,423.37
Town Hall - Alarm Monitoring	827.20
Police - Mowing	441.00
Police - Electricity	5,012.08
Police - Heating Oil	1,256.40
Police - Water/Sewer	470.85
Police - Maintenance & Repair	2,474.45
Ambulance - Mowing	384.00
Ambulance - Electricity	2,277.33
Ambulance - Heating	1,595.31
Ambulance - Water/Sewer	232.20
Ambulance - Maintenance & Repair	1,618.96
Fire Station - Electricity	3,191.75
Fire Station - Heating Oil	5,701.88
Fire Station - Water/Sewer	423.60

Fire Station - Maintenance & Repair	1,669.81
Highway - Electricity	3,538.41
Highway - Heating Oil	5,358.71
Highway - Water/Sewer	404.25
Highway - Maintenance & Repair	2,507.65
Transfer Station - Mowing	1,812.00
Transfer Station - Electricity/Heating	4,648.32
Transfer Station - Water/Sewer	265.50
Transfer Station - Maintenance & Repair	1,962.73
Recreation - Mowing	10,900.00
Recreation - Patch Park - Electricity	693.48
Recreation - Patch Park - Water/Sewer	250.00
Recreation - Maintenance & Repair	2,898.01
Recreation - Pool Electricity	1,962.55
Recreation - Water/Sewer	2,115.50
Bakery Building - Electricity/Heat	2,775.06
Bakery Building - Water/Sewer	226.65
Bakery Building - Maintenance & Repair	1,474.87
Cemetery - Water/Sewer	400.00
Cemetery - Electricity	367.56
<b>Total General Government Buildings</b>	<b>\$ 164,578.92</b>
Encumbered - Municipal Building – Lock System	620.00
Encumbered – Bank Building – Electrical Upgrades	6,350.00
Encumbered – Bank Building – Building Upgrades	6,200.00
Encumbered – Fire Station – Heating Improvements	4,500.00
Encumbered – General Buildings – Fuel	16,576.00
Encumbered – Highway Building – Electrical Upgrades	750.00
Encumbered – Police Station – Generator Upgrade	20,000.00
Encumbered – Police Station – A/C Mini Split	2,500.00

**CEMETERY DEPARTMENT**

Sexton	25,917.25
Salaries - Part Time	16,205.25
Salaries - Part Time Clerical	550.01
Salaries - Overtime	610.51
FICA/Medicare	3,311.08
Unemployment/Workers' Comp	4,376.77
Telephone	470.47
Equipment Maintenance	2,818.14
Office Supplies	82.98
Miscellaneous	280.37
Gasoline	3,498.48
Monument Repairs	2,000.00
Road Repairs	25.96
Loam, Seed	402.53
Fence Maintenance	285.83
Vehicle Repair	2,463.03
Uniforms	234.95
Trees	3,000.00
Improvements	4,722.81
<b>Total Cemeteries</b>	<b>\$ 71,256.42</b>
Encumbered – Depot Home Center	1,027.47

Encumbered – Egberts Caretaking	3,379.00
Encumbered – First Green Sitework	3,000.00
<b>INSURANCE - Property, Liability</b>	
Property, Liability	63,360.70
<b>Total Insurance</b>	<b>\$ 63,360.70</b>

<b>ADVERTISING &amp; REGIONAL PLANNING</b>	
NH Municipal Association - Dues	3,630.00
Upper Valley Lake Sunapee	6,878.33
Meeting Waters YMCA	1,200.00
Old Home Day	1,000.00
Web Site Support	400.00
<b>Total Advertising &amp; Regional Planning</b>	<b>\$ 13,108.33</b>
<b>Total General Government</b>	<b>\$ 891,114.28</b>

**PUBLIC SAFETY**

**POLICE DEPARTMENT**

Salaries - Full Time	389,094.02
Salaries - Part Time	95,308.50
Overtime	30,547.14
Health/Disability Insurance	123,668.58
FICA/Medicare	18,357.21
NH Retirement System	99,459.62
Unemployment/Workers' Comp	17,065.18
Dental Insurance	3,230.36
Software Support	5,681.25
Telephone/Fax	8,175.94
Regional Prosecutor	24,000.00
Subscriptions/Journals	1,320.05
Alarm Monitoring	432.00
Ammunition	4,131.40
Office Supplies	1,849.73
Office Equipment	2,177.26
Conference/Trade Seminar	149.00
Postage	359.10
General Expenses	3,209.07
Training	1,948.80
Gasoline	17,759.33
Vehicle Maintenance & Repair	6,167.45
Radio Communications	3,651.94
Uniforms	4,095.64
Grant (Seed Money)	1,240.44
Contracts	8,884.65
Special Detail	3,863.88
Special Detail (Reimbursable)	(1,001.50)
Special Detail FICA/Medicare	196.15
<b>Total Police</b>	<b>\$ 875,022.19</b>
Encumbered - R & R Communication - \$1897.50	
Encumbered - Patrol PC - \$2327.00	

**AMBULANCE DEPARTMENT**

Director	6,000.00
Captain	12,000.00
Salaries - Part Time	33,072.50
Admin Asst	4,000.00
FICA/Medicare	4,028.91
Unemployment/Workers' Comp	4,478.08
Telephone/Fax	1,331.54
Billing Services Fee	1,800.00
Medical Supplies	9,432.28
Medications/ALS	5,171.55
Medical Equipment	2,974.25
Dues/Subscriptions	960.04
Courses/Training	8,482.53
Mileage Reimbursement	368.33
Office Supplies	1,046.52
Postage	59.39
Miscellaneous	1,576.54
Vehicle Fuel	1,902.84
Vehicle Maintenance	1,675.10
Uniforms	3,673.08
<b>Total Ambulance</b>	<b>\$ 104,033.48</b>

**FIRE DEPARTMENT**

Chief	6,400.00
Assistance Chief	2,500.00
Inspector - Part Time	63.00
Fire Wardens - Part Time	1,550.86
Salaries - Part Time	33,608.84
FICA/Medicare	3,405.99
Unemployment/Workers' Comp	5,501.22
Medical Expenses	15.98
Telephone	2,314.16
Dispatching Services	
Equipment Maintenance	1,196.20
Equipment Replacement/Upgrade	5,816.84
Dues & Subscriptions	1,530.45
Fire Prevention Education	295.00
Training	2,277.38
Gasoline/Diesel	2,460.48
Vehicle Repair	3,592.67
Radio Communications	5,711.05
Uniforms	1,456.42
General Expenses	2,303.46
Personal Equipment	11,284.29
SCBA Maintenance	3,574.25
Forest Fire Mutual Assistance	1,265.42
<b>Total Fire Department</b>	<b>\$ 98,123.96</b>
Encumbered - Furnace Damage Repair - \$4,604.61	
Encumbered - Fire Tech & Safety - \$6,000.00	
Encumbered - Trittech Software- \$3,715.00	



**CODE ENFORCEMENT/BUILDING INSPECTOR**

Building Inspector	7,087.50
FICA/Medicare	511.71
Unemployment/Workers' Comp	1,372.38
Building Inspection Expense	50.00
Education	135.00
Mileage Reimbursement	770.13
<b>Total Code Enforcement</b>	<b>\$ 9,926.72</b>

**EMERGENCY MANAGEMENT**

Telephone	-
General Expenses	125.85
<b>Total Emergency Management</b>	<b>\$ 125.85</b>
<b>Total Public Safety</b>	<b>\$ 1,087,232.20</b>

**PUBLIC WORKS****HIGHWAY ROAD PROJECTS**

Curbs, Drains, and Sidewalks	786.25
Paving	225,346.39
<b>Total Road Projects</b>	<b>\$ 226,132.64</b>

**HIGHWAY OPERATION BUDGET**

Salaries - Full Time	302,645.72
Salaries - Part Time	3,025.00
Overtime	32,670.41
Health/Disability Insurance	131,566.58
FICA/Medicare	23,709.44
NH Retirement System	37,570.15
Unemployment/Worker's Comp	42,962.92
Dental Insurance	1,706.25
Mowing	7,150.00
Roadside Mowing	5,515.00
Telephone	1,891.78
Engineering - Mapping	9,483.80
Educational Programs	894.46
Signs	1,803.59
Office Supplies	198.71
Technology, Internet, Computer	524.98
Reconstruction General	7,534.99
Gravel Crushing	-
Crack Sealing	94,745.08
Safety Striping	1,575.75
Calcium Chloride	9,264.40
Gasoline/Diesel	32,308.30
Street Sweeping	9,013.12
Oil/Grease	1,636.54
Vehicle Maintenance & Repair	39,663.58
Tires, Tubes, Chains, and Batteries	4,775.18
Uniforms	8,070.40
Culverts	156.66
Sand & Gravel	10,368.58

Equipment Rental	10,373.55
Supplies, Tools & Equipment	6,784.94
Snow & Ice Supplies	62,186.57
Sidewalk-Winter Maintenance	3,345.00
Trees	2,000.00
<b>Total Highway Operating Department</b>	<b>\$ 907,121.43</b>
<b>Total Highway</b>	<b>\$ 1,133,254.07</b>
Encumbered – Ferguson	6,840.00
Encumbered – Tree Removal	2,500.00
Encumbered – St. Pierre	4,600.00
Encumbered –Dubois-King	5,600.00

**STREET LIGHTS**

Street Lighting	40,066.35
<b>Total Street Lights</b>	<b>\$ 40,066.35</b>

**TREE MAINTENANCE**

Tree Maintenance	1,155.00
<b>Total Tree Maintenance</b>	<b>\$ 1,155.00</b>
Encumbered - Leo Maslan - \$640.00	

**TRANSFER STATION**

Salaries - Full Time	39,645.69
Salaries - Part Time	37,445.68
Overtime	89.25
Health Insurance	9,377.55
Disability Insurance	173.25
FICA/Medicare	5,617.47
NH Retirement Systems	4,624.36
Unemployment/Workers' Comp	6,281.30
Telephone	1,377.58
Equipment	134.17
Facility Improvements	633.63
Dues, Subscriptions, Education, & Licenses	1,945.98
Supplies & Miscellaneous	1,165.73
Office Supplies	164.96
Gasoline/Diesel	15,079.80
Vehicle Expense	11,474.72
Scale Maintenance	2,589.58
TS Uniforms	129.82
Recycling	5,863.87
Demolition	24,413.10
Trash Disposal	72,063.01
Landfill Closure Monitoring	5,646.25
<b>Total Public Works</b>	<b>\$ 245,936.75</b>

**HEALTH AND WELFARE**

**ANIMAL CONTROL**

Veterinary Services	10.00
Ads, Postage, Printing, Food	583.84
<b>Total Animal Control</b>	<b>\$ 593.84</b>

**HEALTH AGENCIES**

Home Health Care	24,500.00
Sullivan Nutrition	4,271.00
Southwestern Community Services	5,000.00
West Central Behavioral Health	5,500.00
SCS- Transportation	14,000.00
Fall Mountain Food Shelf Rent	6,000.00
Congregate Meals	2,908.43
Salary Health Officer	814.00
FICA/Medicare	62.27
Unemployment/Workers' Compensation	336.46
Mileage Reimbursement	193.41
Miscellaneous	130.00
<b>Total Health Agencies</b>	<b>\$ 63,715.57</b>

**GENERAL ASSISTANCE**

Welfare Officer	6,941.00
Fica/Medicare	530.98
GAP Software	306.60
Telephone	576.92
Community Alliance	-
Training	246.38
Office Supplies	176.73
Miscellaneous	44.47
Medical - Clients	545.00
Electricity - Clients	1,972.43
Rent - Clients	17,030.15
Fuel - Clients	584.80
Other Expenses - Clients	1,330.00
<b>Total General Assistance</b>	<b>\$ 30,285.46</b>
<b>Total Health &amp; Welfare</b>	<b>\$ 100,897.90</b>

**RECREATION & CULTURE****PARKS & RECREATION**

Salary - Director Part Time	12,000.04
Pool Director Part Time	3,500.00
FICA/Medicare	1,185.83
Unemployment/Workers' Compensation	1,648.94
Director Telephone	16.20
Director Expenses	390.49
Program Supplies	5,639.60
Parks Maintenance	701.31
Swimming Pool - Lifeguards	10,715.61
Swimming Pool - FICA/Medicare	819.80
Swimming Pool - Unemployment/Workers' Compensation	2,220.18
Swimming Pool - Telephone	424.48
Swimming Pool - Supplies	4,939.79
Swimming Team/guard Training	1,838.92
<b>Total Parks &amp; Recreation</b>	<b>\$ 46,041.19</b>
Encumbered – Depot Homecenter	5,500.00

	Encumbered – Carroll Concrete	3,500.00
<b>LIBRARY</b>		
	Librarian	37,547.02
	Assistant Librarian	25,021.49
	Salaries - Part Time	26,528.25
	Health/Disability Insurance	10,273.87
	FICA/Medicare	6,603.56
	NH Retirement System	4,530.95
	Unemployment/Workers' Compensation	580.77
	Dental	459.70
	Database Services	780.00
	Telephone	467.51
	Supplies	1,577.62
	Computer Expenses	935.00
	Postage	70.65
	Equipment	-
	Dues, Subscriptions	798.00
	Miscellaneous	200.00
	Education/Workshops	475.00
	Travel Reimbursement	239.31
	Programs & Displays	783.00
	Literacy Program	1,078.98
	General Fund Books	5,355.20
	Transfer to Library Tech Trust Fund	1,000.00
	Books Trustees Trust Fund	4,417.93
	<b>Total Library</b>	<b>\$ 129,723.81</b>
<b>HERITAGE COMMISSION</b>		
	Heritage Commission Project	\$ 3,000.00
	<b>Total Heritage Commission</b>	<b>\$ 3,000.00</b>
	<b>Total Recreation &amp; Culture</b>	<b>\$ 178,765.00</b>
<b>CONSERVATION COMMISSION</b>		
	Conservation Commission Expense	1,200.00
	<b>Total Conservation Commission Expense</b>	<b>\$ 1,200.00</b>
<b>DEBT</b>		
	TAN Interest	7,227.73
	<b>Total Debt Service</b>	<b>\$ 7,227.73</b>
<b>SPECIAL ARTICLES</b>		
	Cemetery Bank Stabilization	3,590.08
	Silsby Masonry Work	7,400.00
	Beautification	3,244.00
	Capital Reserve Revaluation	25,000.00
	Highway Heavy Equipment Capital Reserve	25,000.00
	Capital Reserve Silsby Masonry	25,000.00
	Capital Reserve Dispatch/Tower	3,000.00

<b>Total Special Articles</b>	<b>\$ 92,234.08</b>
<b>CAPITAL OUTLAY</b>	
Lease Purchases	115,091.98
CO - Highway Truck	50,663.00
Police - Bullet Prof Vests	5,047.50
Miscellaneous	854.56
<b>Total Capital Outlay</b>	<b>\$ 171,657.04</b>
<b>Abatements, refunds</b>	<b>\$ 13,419.82</b>
<b>GRAND TOTAL 2017 EXPENDITURES</b>	<b>\$ 3,944,437.37</b>
<b>GRAND TOTAL 2017 ENCUMBRANCE</b>	<b>\$ 93,414.31</b>



# Roberts & Greene, PLLC

## INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Charlestown, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditor's Responsibility***

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

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

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

### ***Basis for Adverse Opinion on Governmental Activities***

As discussed in Note I.B.3. to the financial statements, management has not 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 which this departure would affect the liabilities, net position, and expenses of the governmental activities is not reasonably determinable.

47 Hall Street ■ Concord, NH 03301  
603-856-8005 ■ 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)

**Adverse Opinion**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the governmental activities of the Town of Charlestown, as of December 31, 2016, 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.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund, and the aggregate remaining fund information of the Town of Charlestown, as of December 31, 2016, and the respective changes in financial position thereof and budgetary comparisons of the General Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the pension schedules on pages 32 - 34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting 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 Charlestown has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Charlestown's basic financial statements. The combining and individual 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 fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

*Roberts & Aune, PLLC*

Concord, New Hampshire  
November 3, 2017

\*\* This is a DRAFTED Independent Auditors Report\*\*  
\*\* The Full audit report is available at the Town Offices \*\*

# Town of Charlestown Deliberative Meeting

February 10, 2018

**TO THE INHABITANTS OF THE TOWN OF CHARLESTOWN, NEW HAMPSHIRE** qualified to vote in town affairs.

**TAKE NOTICE AND BE WARNED** that the First and Second Sessions of the Annual Town Meeting of the Town of Charlestown, New Hampshire, will be held on Saturday, February 10, 2018 commencing at 10:00 A.M. in the Town Hall at 19 Summer Street and on Tuesday, March 13, 2018 commencing at 8:00 A.M. in the Charlestown Senior Center at 223 Old Springfield Road. At the second session, voting on all warrant articles will be by Official Ballot commencing at 8:00 A.M. and concluding at 7:00 P.M. unless the Town Meeting votes to keep the polls open to a later time.

Moderator, Albert St. Pierre, opened the meeting asking Thomas St. Pierre to lead the group in the Pledge of Allegiance. Mr. St. Pierre introduced the Selectboard, Police Chief - Patrick Connors, Highway Superintendent - Keith Weed, Town Clerk, and Deputy Town Clerk. Mr St. Pierre then recognized Joan Kuncik Parkhurst, having passed away shortly after last year's Town Meeting. He also noted the passing of Ted Putnam, who had served on the Charlestown Selectboard.

The moderator then read his rules of the meeting and announced that there would be no discussion on **Article 1** as it is not debatable.

**Article 02:** Presented and seconded as read

**Article 03:** Presented and seconded as read

**Article 04:** Presented and seconded as read

**Article 05:** Presented and seconded as read

**Article 06:** Presented and seconded as read

**Article 07:** Presented and seconded as read. There was a proposed amendment to change the amount from \$30,000 to \$10,000. Mr. St. Pierre put it to a vote, the amendment did not pass.

**Article 08:** Presented and seconded as read

**Article 09:** Presented and seconded as read

**Article 10:** Presented and seconded as read



## Town of Charlestown Deliberative Meeting

February 10, 2018

**Article 11:** Presented and seconded as read

**Article 12:** Presented and seconded as read

**Article 13:** Presented and seconded as read

**Article 14:** Presented and seconded as read

**Article 15:** Presented and seconded as read

**Article 16:** Presented and seconded as read

**Article 17:** Presented and seconded as read

Seeing that there was no further business to transact Albert St. Pierre adjourned the meeting at 1:30pm.

*Patricia Chaffee*

A true copy Attest:

Patricia E Chaffee

## SCHEDULE OF TOWN-OWNED PROPERTY

	Description	Acreage	Map/Lot	Value
L/B	Chase Circle	2.48	103-021	27,200
L/B	Lovers Lane Well - Bull Run	16.56	105-001	69,200
L/B	58 Michael Ave	3.10	106-056	31,100
L/B	Patch Park	14.00	112-018	70,400
Land	Ambulance Building - Springfield Road	0.34	113-014	154,000
Land	Pinecrest Cemetery	7.80	114-009	23,300
L/B	E/S Old Springfield Road	8.00	116-034	47,500
L/B	Transfer Station	5.10	116-041	41,700
L/B	Claremont Road	12.90	116-042	111,400
L/B	Police Station	3.80	117-056	453,800
Land	Fire Station	0.47	117-057	347,000
L/B	South of Transfer Station	29.20	117-076	75,800
L/B	Highway Garage	0.79	118-009	179,400
L/B	Library/Municipal Building	0.72	118-079	548,500
L/B	Bakery Building	0.12	118-080	238,200
L/B	Town Hall & Water Department	0.25	118-111	484,400
Land	Forest Hill Cemetery	8.90	118-137	45,300
Land	Briggs Hill Road	0.51	118-148	29,500
L/B	East St. Tennis Court	0.44	118-198	38,700
L/B	233 Main Street	2.40	118-213	193,600
Land	East St. Swimming Pool	13.35	119-020	258,400
L/B	Main Street	0.11	119-031	2,400
Land	Hope Hill Cemetery	10.70	207-027	48,400
Land	Great Country Road	0.67	207-039	2,300
Land	Hubbard Hill Cemetery	0.46	208-001	2,000
L/B	Morse Hill Road	0.91	209-013	22,600
Land	North Charlestown Well	0.22	210-012	74,300
Land	Unity Stage Road	0.96	210-049	13,000
Land	Egypt Road	0.07	210-057	1,700
Land	Wheeler Rand Road	2.40	210-063	26,000
Building	Claremont Road	0.37	213-001	21,800
L/B	82 Salt Shed Road	0.00	213-019-001	1,100
Land	Wheeler Rand Road	1.40	213-026	26,300
Land	Unity Stage Road	11.00	214-007	34,200
Land	Borough Road	20.9	220-001	24,500
Land	Borough Road	1.50	223-003	21,500
L/B	Hall's Pond Road	19.00	223-007	56,500
Land	Borough Road	0.12	223-011	17,000
Land	Off North Hemlock Road	2.00	228-005	21,600

## SCHEDULE OF TOWN-OWNED PROPERTY

	Description	Acreage	Map/Lot	Value
Land	North Hemlock Road Reservoir	29.00	229-020	76,500
Land	North Hemlock Road Reservoir	165.00	229-021	266,500
Land	Off Hall's Pond Road	46.00	230-007	26,400
Building	Hall's Pond Road	121.00	230-008	63,900
L/B	5 Breakneck Hill Road	0.00	233-051-001	1,200
L/B	Springfield Road Pump Station	0.38	234-003	72,900
Land	Wastewater Treatment Facility	20.00	235-019	2,191,700
Land	Birch Drive	0.11	236-002	7,300
	Off South Hemlock Road	53.00	242-002	98,500
	<b>TOTAL</b>	<b>644.00</b>		<b>10,391,600</b>



## CONSERVATION COMMISSION

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

The Commission was very active this year in maintaining and promoting the towns hiking trails. The Commission is a member of the Upper Valley Trails Alliance and our trails are listed on their program entitled Upper Valley Trails Finder. By going to their website [www.localmotion.org/trails/](http://www.localmotion.org/trails/) you can find all our trails mapped out with directions on how to access, length of trails and other pertinent information along with pictures. Trail maps are also available in the Selectboard office. Thanks go to Pat Royce for saving the two benches that were at the front door of the SAU office on East Street and to the Boy Scout troop for installing them midway and at the lower end of the Great Meadow trail.

Annual projects the Commission were involved with included the semi-annual Adopt-a-highway clean-up along Rt. 12, and the yearly monitoring of the LCIP (Land Conservation Investment Program) easements held by the state and monitored by the Commission.

The Commission also sponsors Green-up day the first Saturday in May of each year. Many thanks to the people who volunteered their time picking up trash and to the local businesses for their donations in providing a feed for the volunteers.

Conditions appear favorable for the completion of the timber sale that is contracted to be completed in 2018 in the Reservoir Lot. This sale is more focused on weeding and thinning and is weather dependent due to wetter ground conditions in this lot and will only be done under frozen conditions. In conjunction with this sale the town will be applying for NRCS (Natural Resource Conservation Service) funds to pay for forestry practices to control invasive species, develop early successional habitat and timber stand improvement in this same area.

Respectfully submitted,      Richard Holmes, Chairman

## CHARLESTOWN COMMUNITY TREE COMMITTEE

The Tree Committee had another busy year. In the spring, we elected officers for the year: Chair: Jim Fowler, Vice Chair: Pat Royce, Secretary: Judy Murray, Bookkeeper: Aare Ilves.

We created a three-year plan for mulching and in this first year we mulched the western side of Main Street from the wooden bridge south to the library. We also weeded and mulched the gardens across from the firehouse, north of Dan's MaxSaver and in Swan Common. We also replaced the boxwood with junipers in the garden north of Dan's.

Our arborist, Leo Maslan, inoculated 16 of the new elms and the old elm in front of Dan's house. Leo also trimmed many trees on the west side of Main Street, 1) away from the planters on the light poles, 2) to allow the lawn mowers operators to mow the lawn. Tree Committee members trimmed trees back from sidewalks.

Four of the new elms were confirmed by the Elm Institute to have Dutch elm disease, one on Main Street, one beside Swan Common and two at Patch Park. Those four were removed by the town who while at Patch Park also removed a dead fir tree. The highway crew also removed a dying crabapple in front of the lawn by the Congregational Church.

The Tree Committee replaced the crabapple removed last year from Lower Landing Triangle with a flowering plum. The Tree Committee also aided the Garden Club by purchasing the arborvitae for the Lower Landing garden.

We are still involved in plans for planting around the Town Office Building now that the bulletin board has been moved. Also members met and decorated the fir tree between the Bakery Building and the Library for Christmas.

It has been another successful year with much appreciated support from the Selectboard and the Highway Department.

New members will always be appreciated. There is much to do and not enough people to do it.

Respectfully submitted:

Jim Fowler, Pat Royce, Judy Murray, Aare Ilves



## **Connecticut River Joint Commissions – 2017 Town Report**

Suite 225, 10 Water St., Lebanon, NH 03766.

Website at <http://www.crjc.org>

CRJC continues its mission to preserve the visual and ecological integrity and working landscape of the Connecticut River Valley. With five local subcommittees and over 100 volunteers, it is guiding the watershed's growth by reviewing and commenting on proposed actions, from large scale development projects including the Northern Pass and Hydro-Electric Dam Relicensing, to proposed regulatory changes, such as the NH shoreland protection rules.

During FY 17 CRJC convened a meeting on the Conte Wildlife Refuge with the US Fish and Wildlife Service to learn about their Water-on-Wheels Express and to develop a partnership to bring this educational exhibit to Connecticut River communities. CRJC was a sponsor of the 20<sup>th</sup> Annual Source-to-Sea Cleanup with the Connecticut River Conservancy and partnered with them on an analysis of erosion studies as part of the FERC relicensing process of hydro-electric dams. As a result, FERC requested the dams' owner to provide additional information on erosion along the river.



Headwaters of the Connecticut River, Fourth Connecticut Lake, Pittsburg, NH

CRJC emphasized the Vermont Clean Water Initiative with a focus on best agricultural practices to reduce impacts on surface waters. CRJC continues to bring public policy decision makers to our meetings to keep them abreast of the issues facing the Connecticut River. Finally, CRJC worked with the students of the Rockefeller Center at Dartmouth to conduct a valuation of the Connecticut River to the New Hampshire Economy. Read or download the study here: <http://www.crjc.org/news-and-events/>.

The current officers of the Joint Commissions are *Jason Rasmussen, President (VT)*; *James McClammer, Vice President (NH)*; *Jennifer Griffin, Treasurer (NH)*; *Steven Lembke, Secretary (VT)*. For a full list of Commissioners see the following website: <http://www.crjc.org/about-crjc/commissioners/>.

### **Mount Ascutney Subcommittee Annual Report - 2017**

The Mount Ascutney Subcommittee of the Connecticut River Joint Commissions consists of appointed volunteers from the Vermont towns of Hartland, Windsor, Weathersfield, Springfield, and Rockingham, and the New Hampshire towns of Plainfield, Cornish, Claremont, and Charlestown.

The subcommittee meets every two months; specific responsibilities include providing advice to NHDES, VTANR, and municipalities on matters pertaining to the river; reviewing and commenting on proposed permits and plans; and developing and periodically updating a corridor management plan.

This year, the subcommittee reviewed and commented on numerous regulatory applications, reviewed and provided comments on the Water Quality section of the Weathersfield Town Plan, and actively participated in the Wilder Dam federal re-licensing process by participating in stakeholder meetings and keeping municipal officials updated on re-licensing progress.

The subcommittee has also continued to work to update the Mt. Ascutney chapter of the Connecticut River Water Resources Management Plan, which serves as a guide for the stewardship of the Connecticut River for residents, businesses, organizations, and municipalities along the river.

The subcommittee planned and hosted their annual Septic Smart public workshop, for which there was record attendance (26 attendees). The subcommittee also partnered with the Silvio O. Conte National Fish and Wildlife Refuge to perform public outreach and education at the Herrick's Cove Wildlife Festival. There are currently openings on the Subcommittee in several communities. If you are interested in representing one of our towns, please contact Nancy Heatley ([nancy\\_heatley@hotmail.com](mailto:nancy_heatley@hotmail.com)) for more information.

# CHARLESTOWN HISTORICAL SOCIETY

PO BOX 159, CHARLESTOWN, NH 03603

President: Judi Baraly  
Archivist: Marge Reed  
Treasurer: Sue Richardson

At Large: David Schumann  
At Large: Bill Hartley

## Annual Reports

### Town Hall Committee

Completing our fifth year since formation, this has been a quiet year for the Town Hall Committee. There is \$2849 in our bank account and a list of priorities such as re-finishing the floors, completing the front meeting room and re-painting on the first floor. With the continuing support of the Town, Rotary Foundation, River Theater Company and the Heritage Commission, we believe 2018 will be an active year. Once the Historical Society moved to the Bakery Building, the Food Shelf began to renovate the old Archive space and to move in their shelving and freezers. It should serve the Town for many years in a convenient central location.

### Charlestown Historical Society

What a wonderfully busy year! Our move to the Bakery Building was accomplished through the assistance of our many friends including; Ray Weeks, Joe Towne and his intrepid Scouts, and our members who assisted as able and continue to volunteer their time in helping Marge Reed organize the Archives. Fire Chief Charles Baraly and a crew of strong firefighters managed to move the trolley from the Town Hall to its permanent location at our new Archives. Dan Pelkey, who is always willing to make our lives easier, moved our small but very heavy office safe safely. This safe is empty and while we have the combination, we have yet to find anyone to make the lock work! Come in and give it a try!

We were able to open the new Welcome Center for the Memorial Day celebration and in advance of our move through the generous donation of a table and chairs by Heidi and Brandt Fagan. We have had a diverse group of visitors, some who sought us out, some who noticed our terrific new sign and others who were looking for the Town Clerk. In fact, most of the visitors in the fall were looking to purchase Transfer Station stickers! We always welcome the opportunity to show off our displays and Archives, unsuspecting visitors included. The Welcome Center Saturday hours will resume in May; however, it is open currently on Mondays and Fridays from 9 am to Noon along with the Archives.

Our limited, but exciting, programs in 2017 included a presentation on Barn Quilts which we hope to follow-up in 2018 with a practical workshop. Please stop by the Archives to pick up literature on this public art program that we hope to inspire in Charlestown. The program in September drew a wonderful audience of people interested in Charlestown mill history and we enjoyed the slide show and mapping presented by Marge Reed and her daughter. On April 15<sup>th</sup> we will offer our annual Town Treasures program at 2 pm at the Bakery Building. This is your opportunity to see our special exhibits of the Charlestown powder horns, Cpt. Steven's fowling piece, new acquisitions and old artifacts that we weren't able to display at our old location.

The Historical Society is an independent non-profit organization with full 501(c)(3) status and maintains both the Archives and the restored schoolhouse on Acworth Road. It is funded by membership dues, contributions and fundraising activities such as Yard Sale Day and the Arts & Crafts Expo. Think of us when doing your spring cleaning or coming across mysterious oddities in your attic! Who doesn't like a good mystery? We thrive on solving them as we continue to preserve the past for future generations

## 2017 REPORT OF THE PLANNING BOARD

In 2017, the Charlestown Planning Board acted on the following applications:

- 1 subdivision which creates a new lot in North Charlestown;
- 6 site plan review applications of which four are expansions of current businesses and two are new enterprises;
- 5 new sign permits;
- 1 boundary adjustment between adjacent lots.

The Board modified the site plan regulation to clarify the information needed regarding natural and man-made features. We also revised the application checklist to make it easier for applicants to follow and to provide more focused review by staff.

In 2017, the Board faced a vexing issue of a facility that had been approved in 2016, but the site was developed contrary to the approved site plan and to commitments made to the Board. As we go into the New Year, the Board continues to work with the developer to reach an agreeable solution without needing to resolve the violation in court.

Another issue that has occupied Planning Board attention over many months is a Main Street business that has violated provisions of their approved site plan. In this situation, the business owners are in a different part of the country, and have been slow in response to Planning Board communications. While the business has come into compliance on some provisions, others are still being addressed.

For a number of years, property owners and developers have had to contend with flood plain maps which have several inaccuracies. Now FEMA (Federal Emergency Management Agency) has informed the town that our maps will be updated. Their schedule for doing so is 5 – 7 years from now.

In late 2017, the Board bade farewell to Dave Edkins who had been Planning Administrator for eighteen years. Former Planning Board member, Roger Thibodeau, has been assisting until a permanent replacement is found.

### Charlestown Planning Board:

Robert Frizzell, Chair

Sharon Francis, Vice-Chair

Thomas Cobb, Ex-Officio

John Bruno

Richard Lincourt

Rosie Smith-Hull

Douglas Neil

### Alternates:

Patricia Chaffee

Duane Wetherby

James Jenkins

Art Grenier (Ex-Officio)

Steven Neill (Ex-Officio)





# UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

## ANNUAL REPORT TO MEMBER COMMUNITIES 2017

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

In 2017 UVLSRPC welcomed new Executive Director Steven Schneider, and said goodbye to Interim Director Jonathan Edwards. We appreciated his contributions, and we do miss him.

Highlights of our work and accomplishments in 2017 include:

- Responded to more than 150 requests from our towns and cities for technical assistance.
- Provided Household Hazardous Waste Collections that served approximately 1,000 households.
- Worked with Sullivan County on developing an Economic Development Profile
- Established a regional Brownfields identification, assessment, and remediation planning program.
- Trained local staff about environmentally responsible transfer station practices.
- Conducted eleven school chemical site evaluations.
- Assisted school districts with green cleaning practices
- Assisted communities in updating their Local Hazard Mitigation Plans and Local Emergency Operations Plans.
- Worked on and help develop the 2019-2028 Ten-Year Transportation Improvement Plan.
- Helped to identify transit and paratransit issues in Sullivan County, to restore needed mobility services, and to coordinate planning for improved public and human services transportation.
- Conducted more than 110 traffic counts across the region.
- Helped Claremont with digitizing their stormwater system and created a distinct GIS layer
- Assisted Lebanon, Hanover, and Advance Transit with public transit signal prioritization analysis.
- Assisted Enfield Shaker Village and Lake Sunapee Scenic Byway committees.
- Provided Circuit Rider planning staff assistance to Orford, Springfield, Claremont, Wilmot, and New London.
- Assisted on the Wilmot Master Plan with the completion of the Community Survey.
- Assisted on the Unity Master Plan
- Helped Planning Boards to evaluate Projects of Regional Impact.
- Provided administrative and staffing assistance to the Connecticut River Joint Commissions.

Our goals for 2018 include developing a comprehensive regional housing needs assessment, facilitate workforce development training, help our region become age-friendly, and establish a non-profit to support regional planning efforts.

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

Steven Schneider

## RECREATION COMMITTEE 2018

The Charlestown Recreation Committee is a group of volunteers and a part-time Recreation Director who have the task of establishing, maintaining, and running the youth and adult recreation activities here in town. These are dedicated people who devote their time to produce sports and various activities for the townspeople all year. Please take a moment to thank them for their participation: Shawn Aubin, Gabe Bailey, Patty Chaffee, Craig Fairbank, Nancy Fontaine, Art Grenier, Hope Grenier, Pat Guerriere, and Travis Royce.

Vacancy - There is a vacant seat on the Recreation Committee. Please contact the Recreation Director if you would like to participate.

Some of the duties Committee members perform are:

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

The Recreation Committee also sends many thanks to all the volunteer coaches, referees, and umpires. Without you, these sports activities could not happen. Officials are always needed. If you are an experienced coach, referee, umpire, or someone who wants to get that experience, give us a call

Shawna Baird-Torney joined us this year as Town Pool Director.

Last summer at the town pool we had many days that our pool visitor count soared to 50 swimmers! We had a very successful and busy summer. Three groups of lessons were offered by our most veteran guards Duncan and Erin who helped teach community children the valuable skill of swimming. We look forward to this summer!

The skilled lifeguards watched over many swimmers enjoying the cool water on hot sunny days. If you would like to be a lifeguard, please enquire at the Selectmens Office. The pool is open daily in the summer. Please join in the fun for a nominal daily fee. If you plan to go often, a season pass may be the better option. Tickets can be purchased at the Pool office or the Selectmen's office. Thank you to Shawna for all her hard work.

Save the Charlestown NH Town Pool Committee has been formed to help raise funds for renovation of the Town Pool. Renovation of the pool includes resurfacing, rebonding and recoping. Pool Renovation is a project that should be completed approximately every 15 years; and our pool needs to be done in the next 2-3 years. The project is estimated to cost up to \$100,000 and is not included in the Town Budget. This Committee has gotten off to a great start to raise the funds. Check out their Facebook page for more details

The 35<sup>th</sup> Winter Carnival was another great success. The activities this year included a Father Daughter Dance, Open Sliding at Morningside Glider Park, Open Swim at the Edgar May Center, Candy Bar Bingo, Wiffle Ball, Free Throw Contest, a Snowman Contest, Broom Hockey, Chili Cook-Off, Cardboard Sled Racing, Snow Ball Social, and the Winter Carnival Breakfast. There was also a morning of arts and crafts at the Town Library. Hope to see you at the festivities next year.

Please continue to monitor the Charlestown Recreation Department Facebook page and watch for the sandwich boards for announcements. And if you'd like to see your ideas and projects highlighted, please give us a call.

Craig Fairbank, Director

## CEMETERY DEPARTMENT

The Charlestown Cemetery Department had a very busy year in 2017. Our many accomplishments during the past year included:

Hillside stabilization was started in the middle of Forest Hill Cemetery, using funds from the warrant article voted in 2017. New water meters were installed at Pine Crest and Forest Hill Cemeteries, and a new water line was put in leading to a hydrant by the Forest Hill shed.

A new entrance sign was installed on Old Claremont Road for Pine Crest Cemetery. Four trees were removed in Hope Hill and eight flowering shrubs were planted in front of the Mausoleum in Forest Hill. The process of repairing old monuments was restarted in 2017, with twelve done in Forest Hill.

A new 2017 Ferris Zero-Turn mower was purchased. We revised the deed form for the sale of cemetery lots. Our statistics for the year 2017 were:

Lots sold 10, Full burials 10, Cremations 14.

Stacy Hassett completed his second year as our cemetery sexton. Aare Ilves is retiring after three terms as a cemetery trustee.

Major capital projects included in the budget for this year are:

Hoyt Mausoleum to be renovated (paid by the Charles Hoyt Trust Fund)

Fence around Forest Hill Cemetery to be replaced with a vinyl picket fence

Cemetery Trustees

*Aare Ilves      Douglas Neill   Rose Smith-Hull      Gerard Kilyk (alternate)*

### TRUSTEES OF TRUST FUNDS

New Cemetery Accounts - 2017  
FH (Forest Hill), HH (Hope Hill), PC (Pinecrest), SC (St. Catherine)  
G (graves)

<u>DATE</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>CEM</u>	<u>SEC/LOT</u>	<u>G</u>
Apr 26	Meier, Robert/Jackson	500.	PC	Sec 11, 1243AB	2
May	Moody, M for Cota, Janet	1,000	HH	Sec 10, 353AB	2
June	Ferland, Henry	250.	HH	Sec 11, 54D	1
Aug	Perkins, Jennie	500	PC	Sec 10, 1232C	1
Sept	Bruzik, Robert	500	HH	Sec 11,12, 57A	1*
Sept	Piper, Dennis	500	HH	Sec 10, 376CD	2
Oct	Haynes, Jennifer	250	HH	Sec 8, 40C	1
	<b>TOTALS</b>	<b>\$3,500</b>			<b>10</b>
Sept 2016	Arbuckle, MaryAnn	250	PC	<b>purchased in 2016 but not remitted to Trustees of Trust Funds until 2017</b>	
<b>TOTAL REMITTED IN 2017</b>		<b>\$3,750</b>			
<b>4 grave lots were refunded in 2017 to Olive Chamberlain</b>				<b>\$1200.00</b>	

Patricia J. Royce, Treasurer  
Trustees of Trust Funds

Form MS - 9 Report of the School Capital Reserves, Town of Charlestown On December 31, 2017

	Principal				Income				Combined Total Principal & Income 31-Dec-17				
	Balance Beginning of Year 1-Jan-17	New Funds	Expended	Transfer From Income	Gain/Loss Sales	Balance End of Year 31-Dec-17	%/%%	Earned Income		Expended	Transfer to Principal	Bond Accretion	Balance Income End of Year 31-Dec-17
High School Capital Reserve Fund	401,764.47	250,000.00	(119,999.63)	0,000.00	(35.01)	540,729.63	0.4255	4,140.53	0.00	(9,000.00)	(112.29)	1,166.89	541,898.54
Spec. Education Reserve Fund	335,236.09	0.00	0.00	25,000.00	(44.39)	360,191.67	0.2983	4,321.90	0.00	(25,000.00)	(117.87)	253.45	361,145.15
Fuels and Utilities Expendable	24,946.19	0.00	0.00	1,000.00	(3.29)	25,942.90	0.02144	320.14	0.00	(1,000.00)	(8.71)	808.63	26,751.84
Charlestown Elementary School	233,124.56	89,600.00	(99,300.00)	2,500.00	(29.78)	225,294.78	0.17665	2,293.04	(5,163.00)	(2,500.00)	(58.91)	299.10	226,193.92
District Shared Buildings	0.00	100,000.00	0.00	500.00	0.00	100,500.00	0.00	664.19	0.00	(500.00)	(19.73)	144.47	100,644.48
<b>Total</b>	<b>995,071.35</b>	<b>439,600.00</b>	<b>(219,899.83)</b>	<b>38,000.00</b>	<b>(112.47)</b>	<b>1,252,650.05</b>	<b>1.0000</b>	<b>11,075.61</b>	<b>(5,163.00)</b>	<b>(38,000.00)</b>	<b>(297.77)</b>	<b>3,974.87</b>	<b>1,256,633.62</b>

	Principal				Income				Combined Total Principal & Income 31-Dec-17		
	Balance Beginning of Year 1-Jan-17	New Funds	Expended	Gain/Loss Sales	Balance End of Year 31-Dec-17	%/%%	Income	Bond Accretion		Expended	Balance Income End of Year 31-Dec-17
Town Capital Reserve	3,840.39	1,000.00	0.00	0.38	4,840.77	0.02	44.09	(0.04)	0.00	185.09	5,025.86
Sisby Library Technology	0.00	0.00	0.00	0.00	0.00	0.00	1.78	0.00	0.00	167.51	167.51
Swimming Pool Rehabilitation	119,668.46	25,000.00	(16,368.80)	13.24	128,312.90	0.39	1,296.32	(2.12)	0.00	3,348.74	131,661.65
Town Revaluation	30,050.85	25,000.00	0.00	3.00	55,053.85	0.17	498.12	(1.75)	0.00	1,762.37	55,816.23
Highway Heavy Equipment	118,277.98	25,000.00	(12,400.00)	11.48	130,889.46	0.40	1,353.10	(1.31)	0.00	2,802.33	133,691.79
Library/Municipal Bldg Masonry	3,001.29	3,000.00	0.00	0.29	6,001.58	0.02	51.74	(0.19)	0.00	63.21	6,064.79
Emergency Comm Improvement	274,838.98	79,000.00	(28,768.80)	28.40	325,089.58	1.00	3,245.15	(5.41)	0.00	8,329.25	333,427.84
<b>Total</b>	<b>615,643.65</b>	<b>167,000.00</b>	<b>(57,537.60)</b>	<b>43.79</b>	<b>725,106.84</b>	<b>0.17</b>	<b>7,418.57</b>	<b>(9.62)</b>	<b>0.00</b>	<b>13,477.26</b>	<b>738,584.10</b>

FORM MS-9 REPORT OF THE COMMON AND RETAINED INCOME FUNDS, TOWN OF CHARLESTOWN, NEW HAMPSHIRE ON DECEMBER 31, 2017

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning Year	New Funds Created	Expended	Net Gains/Losses	Balance End Year	Income Balance Beginning of year	% of Assets	% of Assets	% of Assets	% of Assets	Income During year	Expended During Year	Income Balance End of Year	Total Principal & Income End of Year
1974	Maude E Prouty-Wid	Assistance	Stks/Bds	20,678.26			494.34	21,172.63	18,769.88	0.0284	67.77	(1.96)	1,054.08	(870.00)	19,019.77	40,182.40	
1862	Porter Widow Fund	Assistance	Stks/Bds	56,847.31			1,359.62	58,206.93	6,729.47	0.0782	24.30	(4.40)	1,913.00	(1,740.00)	6,922.37	65,129.30	
1974	Maude E Prouty	Books	Stks/Bds	31,012.75			740.87	31,753.61	919.43	0.0426		(2.31)	963.23	(919.43)	960.92	32,714.53	
1979	Sayce Fund Library	Books	Stks/Bds	1,539.90			36.53	1,576.44	45.65	0.0021		(0.10)	47.83	(45.65)	47.73	1,624.17	
1961	Care/North Charlestown Cemetery	Cemetery	Stks/Bds	9,122.21			218.40	9,340.62	10,376.03	0.0125	37.46	(0.92)	510.76	(2,452.87)	10,923.33	20,263.95	
1995	General Maintenance Cemetery	Cemetery	Stks/Bds	84,136.92	3,760.00	(1,200.00)	2,030.84	88,717.75	2,452.87	0.1191		(8.36)	2,668.69		2,662.30	91,380.05	
1882	Horace Metcalf	Cemetery	Stks/Bds	360.55			8.65	369.21	0.0005		6.32	(0.10)	61.75		2,375.02	315,011.48	
1925	Perpetual Care 1881	Cemetery	Stks/Bds	298,615.96			7,142.87	305,758.83	8,853.04	0.4105	87.39	(22.26)	9,274.91	(8,853.04)	9,252.65	40,168.00	
1993	Charles H Hoyt	Cemetery	Stks/Bds	14,546.38			348.39	14,894.77	2,305.05	0.0005	16.46	(1.63)	982.89	(300.00)	25,273.23	9,346.43	
1896	Emma Hunt	Conservation	Stks/Bds	4,431.44			105.85	4,537.29	4,555.55	0.0061		(0.42)	237.46		4,809.14	154,483.54	
1996	Sibley Public Library	General	Stks/Bds	146,443.09			3,502.93	149,946.01	4,341.58	0.2014	0.86	(0.10)	42.58	(4,341.58)	4,537.53	154,483.54	
2000	Patch Park Girl Fund	Recreational	Stks/Bds	1,202.05			29.26	1,231.30	239.03	0.0017		(0.14)	95.47		2,282.37	1,513.67	
1979	Dorothy Sayce	Recreational	Stks/Bds	1,535.23			36.49	1,571.73	2,179.94	0.0021	7.87	(0.14)	95.47		2,282.37	1,513.67	
1920	Charles H Hoyt	Streets	Stks/Bds	45,057.86			1,078.37	46,136.22	52,056.51	0.0620	187.95	(4.53)	2,540.40		54,780.33	3,854.88	
1988	James Hearne	Town Hall	Stks/Bds	1,886.31			47.03	2,033.34	1,174.46	0.0027	4.24	(0.18)	87.38		1,265.90	100,916.55	
1979	Dorothy Sayce	Trees	Stks/Bds	3,625.95			86.72	3,712.67	2,899.13	0.0050	10.47	(0.33)	176.12		3,085.39	3,299.24	
1967	Mary A Sherwood	Trees	Stks/Bds	2,579.29			62.20	2,641.50	1,978.18	0.0035	7.14	(0.22)	123.43		2,108.53	6,798.05	
2016	Main St Lamp Post	Maintenance	Stks/Bds	25.02	1,000.00		24.35	1,049.37	0.09	0.0014		(0.06)	31.83		31.84	4,750.03	

Grand Total Common Fund & Retained Income Fund 723,746.55 4,750.00 (1,200.00) 17,353.71 744,550.29 144,380.72 1.00 460.23 (56.99) 25,360.27 (19,522.95) 150,621.60 895,271.89

MS-10 REPORT OF THE COMMON AND RETAINED INCOME FUNDS FOR THE TOWN OF CHARLESTOWN NEW HAMPSHIRE ON DECEMBER 31, 2017

# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	ADDITIONS										INCOME			PRINCIPAL ONLY		
		BALANCE BEG YEAR 1-Jan-17	PURCHASES	PROCEEDS THRU SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR 31-Dec-17	BALANCE BEG YEAR	INCOME RECEIVED DURING YEAR	EXPENSES DURING YEAR	GAINS/ LOSSES	BALANCE END OF YEAR	BEG OF YEAR FAIR MKT VALUE	UNREALIZED ANNUAL GAINS/LOSSES	END OF YEAR FAIR MKT VALUE			
<b>NOTES AND BONDS</b>																	
25000	US Treas Notes 1.000% 08/15/2017	24,993.37		25,000.00	0.00	25,002.37	0.00	250.00			25,038.05	0.00	0.00				
25000	US Treas Notes 1.6250% 07/01/2015	25,003.54				25,002.37		406.26			25,174.80		24,906.20				
30000	Federal Farm Credit Bank 675% 10/30/2017	50,000.00		30,000.00	0.00	0.00		262.90			29,986.83	0.00	0.00				
50000	Federal Home Loan Bank 1.0500% 6/27/2018	0.00				0.00		0.00			0.00	0.00	0.00				
50000	Federal Home Loan Bank 1.2400% 7/13/2020	49,932.17			45,848.72	0.00		620.00			46,041.20	45,963.85	49,265.75				
50000	Federal Home Loan Bank 1.600% 10/27/2020	50,000.00			50,000.00	0.00		800.00			48,260.70	0.00	28,548.48				
30000	Federal Home Loan Bank 1.875% 12/09/2020	0.00	25,943.34		25,943.34	0.00	121.88				0.00		24,987.43				
25000	PNC Bank NA Pittsburgh PA 2.550% 10/26/2020	0.00	24,977.00		24,977.00	0.00	510.00				0.00		0.00				
20000	IRM 1.950% 7/22/2016	0.00			0.00	0.00	0.00	0.00			0.00		0.00				
25000	Bank of Montreal 1.400% 09/11/2017	24,948.25		25,000.00	50.75	0.00		350.00			25,001.25	0.00	0.00				
25000	Coal Coe Co 1.6500% 11/01/16	25,119.24			25,056.93	0.00	412.50				25,058.90	24,961.69	18,910.74				
20000	Apple Inc 2.000% 05/06/20	20,083.77			20,057.30	0.00	400.00				20,037.14	0.00	24,966.28				
25000	Walt Disney Co 2.300% 2/12/2021	0.00	25,125.75		25,125.75	0.00	(170.80)				0.00		24,788.40				
25000	Microsoft Corp 2.3750% 5/6/2023	0.00	24,886.25		24,886.25	0.00	448.16				0.00		65,790.75				
<b>MUTUAL FUNDS - FIXED INCOME FUNDS</b>																	
9301793	Vanguard GNMA Admiral Fund	85,239.91			85,239.91	0.00	2,311.38				85,446.90		11,290.00				
<b>PREFERRED STOCK</b>																	
500	US Bancorp Dep PFD H Shs 3.5% Floor 10/15/2014	19,934.95			19,934.95	0.00	442.59				19,789.00		35,305.50				
<b>COMMON STOCKS</b>																	
150	3M	13,146.63			13,146.63	0.00	705.00				26,765.50		24,177.59				
250	Abbvie Inc	5,685.32			5,686.32	0.00	940.00				15,655.00		29,150.00				
750	AT&T Inc	2,127.85		2,119.96	1,394.87	0.00	1,394.50				34,024.00		24,510.00				
150	Air Products & Chemical Inc	19,232.66			10,252.66	0.00	556.50				21,573.00		22,829.00				
400	Abbott Laboratories	16,629.15			10,609.16	0.00	424.00				15,364.00		16,903.00				
100	Agile Inc	0.00	15,965.99		15,965.99	0.00	63.00				0.00		37,557.00				
300	Chavant/Texaco Corp	15,755.00			15,755.00	0.00	1,296.00				35,910.00		0.00				
300	ConocoPhillips	15,538.94		14,264.68	(2,274.26)	0.00	158.00				15,042.00		0.00				
250	CVS Corp	7,279.65		19,674.50	12,394.95	0.00	125.00				19,727.50		21,302.00				
200	Disney Co Walt	6,459.52		5,397.89	4,067.99	0.00	351.00				26,055.00		32,428.00				
400	Dominion Res Inv Va New	2,858.34			2,858.34	0.00	1,214.00				30,635.00		19,745.12				
250	Emerson Electric	13,579.77			13,579.77	0.00	481.25				13,837.50		17,787.00				
482	Enbridge Inc (Exchange of Spectra Energy)	0.00			11,452.20	0.00	525.26				0.00		19,464.00				
300	General Mills Inc	11,452.28			11,452.20	0.00	582.00				18,531.00		0.00				
400	Intel Corp	12,652.00			12,652.00	0.00	431.00				14,506.00		20,970.00				
0	INTL Business Machines	4,214.80		7,332.35	3,117.55	0.00	220.00				8,229.50		16,978.00				
500	International Paper Co	0.00	28,154.85		28,154.85	0.00	700.00				16,034.00		15,002.50				
100	ISHare S&P MidCap Ind 400	6,472.99			6,472.99	0.00	226.27				17,180.00		34,930.00				
125	ISHare S&P SmallCap 600	6,218.75			6,218.75	0.00	230.39				26,802.50						
250	Johnson & Johnson	11,406.25			11,406.25	0.00	830.00				26,802.50						

MS-10 REPORT OF THE COMMON AND RETAINED INCOME FUNDS FOR THE TOWN OF CHARLESTOWN NEW HAMPSHIRE ON DECEMBER 31, 2017

#	SIS	HOW INVESTED DESCRIPTION OF INVESTMENT	ADDITIONS										INCOME			PRINCIPAL ONLY		
			BALANCE 1-Jan-17	PURCHASES DURING YEAR	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR 31-Dec-17	BALANCE BEG YEAR	INCOME RECEIVED DURING YEAR	EXPENSES DURING YEAR	GAINS LOSSES	BALANCE END OF YEAR	BEG OF YEAR FAIR MKT VALU	BEG OF YEAR FAIR MKT VALU	UNREALIZED ANNUAL GAINS/LOSSES	END OF YEAR FAIR MKT VALUE		
200		Johnson Controls Inc	0.00				0.00					0.00					6,354.37	
167		Johnson Controls Int'l Plc	6,034.37				8,034.37					133.60					6,878.73	0.00
200		McDonalds Corp	12,726.02				12,726.32					706.00					24,344.00	34,424.00
300		Merck & Co	14,664.00				14,664.00					564.00					17,651.00	16,865.00
400		Microsoft Corp	13,934.00				13,934.00					636.00					24,856.00	34,216.00
200		Northern Energy Inc	8,593.98				8,596.08					823.00					23,892.00	31,296.00
200		Pepco Inc	13,496.20				13,489.20					856.00					22,736.00	23,884.00
700		Pfizer Inc	13,651.94				13,651.64					856.00					25,354.00	25,354.00
250		Procter & Gamble	16,262.50				16,292.50					334.00					21,020.00	22,870.00
C		Qualcomm Inc	13,414.40				13,414.40					1,016.80					15,046.00	0.00
400		Realty Income Corporation	9,947.91				9,947.91					230.00					22,862.00	22,608.00
C		Societe Energy Corp (Exchange to Enbridge)	12,745.47				12,745.47					570.00					20,545.00	0.00
500		U S Bancorp Del (Sponsor from US Bankcorp)	11,463.75				11,463.75					612.00					25,065.00	26,795.00
225		United Technologies Corp	9,281.30				9,281.30					211.60					24,684.50	28,703.25
200		Vanguard Emerging Markets ETF	0.00	19,535.80			19,535.80					518.94					7,156.00	8,162.00
475		Vanguard FTSE Div Mkts ETF	2,543.54				2,543.54					929.00					0.00	21,308.50
400		Verizon Communications (Sponsor from Verizon)	14,617.75				14,617.75					893.00					24,759.50	21,172.00
450		Wells Fargo & Company	35,856.52				35,856.52					233.50					35,056.52	37,301.50
		Northern Trust Govt Select #848																12,096.96
		<b>TOTAL PRINCIPAL</b>	<b>723,746.55</b>	<b>155,619.06</b>	<b>114,245.25</b>	<b>15,368.77</b>	<b>744,850.29</b>	<b>744,850.29</b>	<b>0.00</b>	<b>0.00</b>	<b>28,347.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,051,240.53</b>	<b>1,051,240.53</b>	<b>1,153,972.17</b>	
		<b>RETAINED INCOME</b>																
		10000 Fed Farm Credit Bank 1.1800% 6/13/2019										118.00					10,004.32	
		25000 Federal Home Loan Bank 1.800% 10/22/2020									400.00						25,000.00	
		21 HCP Inc									51.06						1,053.79	
		33 Realty Income Corp									187.60						9,227.67	
		83 Ishare S&P Midcap Index 400									77.40						3,540.68	
		84 Ishare S&P Small Cap 600 Index Fund									543.11						17,391.32	
		113 Spot S&P 500 ETF Trust									846.13						19,545.75	
		295 Spot S&P Dividend ETF									149.19						6,196.60	
		141 Vanguard Emerging Markets ETF									467.17						13,769.25	
		376 Vanguard FTSE Div Mkts ETF									142.79						43,855.75	
		Northern Trust Govt Select #848																
		Fees Paid to The New Hampshire Trust Company																
		<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>144,280.72</b>	<b>144,280.72</b>	<b>0.00</b>	<b>0.00</b>	<b>16,004.36</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,621.60</b>	<b>150,621.60</b>	<b>1,153,972.17</b>	
		<b>COMBINED COMMON TRUST FUND AND RETAINED INCOME FUND</b>	<b>723,746.55</b>	<b>155,619.06</b>	<b>114,245.25</b>	<b>15,368.77</b>	<b>744,850.29</b>	<b>744,850.29</b>	<b>0.00</b>	<b>0.00</b>	<b>25,350.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,051,821.60</b>	<b>1,051,821.60</b>	<b>1,153,972.17</b>	

Fees Paid Expenses Paid (86,004.36) Were those fees and expenses paid from income only? Yes



## **THE CHARLESTOWN HERITAGE & HISTORIC DISTRICT COMMISSION**

This past year we cleaned and beautified around the Historic water trough on Almar St. There were shrubs that would have damaged the trough had they been allowed to stay. This will be an ongoing project going forward.

Again this year four granite section markers were purchased from the Heritage budget for the Hope Hill Cemetery. This will help our visitors locate their loved ones.

The Historic District sign on the south end of town has been enhanced with shrubs and flowers. This too will continue to be an ongoing project in the coming years.

The Charlestown street map is almost complete. We have spent a lot of time correcting and adding streets that were missing from the original map. These maps will include some historic points of interest and they will be sent to the printers soon.

We hope to make a plaque for the canon that is located by the fire station, explaining the history of this item. Additionally, we plan to work on the ordinance for the Historic District which was rejected two years ago by the Planning Board. This ordinance is important and will protect our towns historic district.

The Heritage Commission is made up of volunteers to save the Historic District and serve the taxpayers. We appreciate your support and welcome you to come to our meetings which are held on the fourth Tuesday of each month at The Silsby Library Community Room at 7 pm.

The Charlestown Heritage Commission

*Duane Wetherby, Chair*  
*Joanne Hipp*

*Wesley Van Velsor*  
*Arthur Grenier, Selectman*

*Joyce Higgins*  
*Ron Martell, Alternate*

*Susan Richardson*  
*Tamara Golden*



## SILSBY FREE PUBLIC LIBRARY TRUSTEES

The library trustees met ten times in regular session during 2017. Regular meetings were held on the second Wednesday of the month, except for July and December. Meetings are open to the public.

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

2017 has been a great year for Charlestown Silsby Library. Holly Shaw has led the library in new directions, especially in programming. For example, the children's programs have proven to be a great draw. The Trustees would like to thank Laurie Kathryn Hassett Fund for funding which brought the library many hands-on learning devices for the children. We'd also like to thank the Fire Department, Police Department and Ambulance for our biggest program where they introduced themselves and explained what they did for the town. Also thanks to the town highway department for their Touch-a-Truck program which had many participants.

The Archive, The Restricted Historic Collection, has been moved to a better and more accessible location, the library conference room. Now any patron who wishes to peruse the archive may do so. Archive material is not allowed to leave the area. The Trustees extend their thanks to American Plate Glass, Green Mountain Glass and Cliff Stark, to make the move possible.

Four of the Trustees attended New Hampshire Library Trustees Association conference this year and the Director and the Children's Librarian also attended conferences this year. These conferences led to some great ideas for the library.

The trustees look forward to another year with Holly Shaw as our Director. Her knowledge and her skills fit our goals well. With your help we can continue to grow and improve the library. Please, do not be afraid to make comments or suggestions to the librarians or if more comfortable leave notes for the trustees. Let us all make the library the best that we can.



## LIBRARIAN'S REPORT

2017 saw an increase in programming. Home grown children's programs included gardening, cooking, family yoga, game night, drop in maker-play, frankentoys and candy bar houses. A grant from the Children's Literacy Foundation made a visit from storyteller Marv Klassen-Landis possible with all youngsters attending taking home two free books.. A Kids, Books, and the Arts Program grant from New Hampshire State Library allowed us to host world class juggler John Higby as part of our summer reading program. Grafton Nature Museum received a grant from from Great River Hydro and we were one of five libraries chosen to receive 10 weeks of free nature programs.

Summer reading program was a great success. Ninety children and teens registered to participate and we recorded 816 visits by them over the 7 weeks we offered programs. Teens and tweens read over 400 books and our younger patrons read 24,000 pages. Once again, Thank you to The Ice Cream Machine which partnered with us to encourage reading by donating free ice cream for each completed reading log and to Claremont Savings Bank for it's support of Charlestown's summer programs.

Adults enjoyed Humanities to Go programs on New England quilts and quilters and the capital crime of witchcraft. Richard Adams Carey talked about researching and writing his book about Carl Drega's rampage in Colebrook and Dan Szczesny entertained with his tales of travel in Alaska. The NH Fish and Wildlife Steward Program provided a fascinating program on NH bobcats.

Thank you to all who support the library and our programs. Thank you to the Trustees and staff for their dedication and hard work. We all look forward to 2018 and what it brings.

Holly K. Shaw  
Library Director

### CIRCULATION:

<b>Adult books</b>	<b>3949</b>	<b>New Patrons</b>	<b>117</b>
<b>Children's books</b>	<b>4147</b>	<b>Collection</b>	<b>21446</b>
<b>Magazines</b>	<b>100</b>	<b>Material added</b>	<b>708</b>
<b>Audio books</b>	<b>231</b>	<b>Library visits</b>	<b>10015</b>
<b>DVDs</b>	<b>2754</b>	<b>Computer use</b>	<b>2288</b>
<b>Overdrive e-books</b>	<b>791</b>	<b>ILL borrowed</b>	<b>476</b>
<b>Overdrive audios</b>	<b>804</b>	<b>ILL loaned</b>	<b>399</b>

## SILSBY FREE PUBLIC LIBRARY – TREASURER’S REPORT 2017

### Unrestricted Checking Account

Balance Forward 12/31/16 \$490.88

#### *INCOME*

Whelen Engineering	\$350.00
NH Humanities Council for Programs	\$250.00
NH Humanities Council for Programs	\$250.00
State of NH, Program Grant	\$290.00
<b>Total Income</b>	<b>\$1140.00</b>

#### *EXPENSES*

Vacuum Cleaner purchase	\$349.99
NH Humanities Program – Quilter Presenter Dublin Seminar	\$250.00
Purchase box of bank checks	\$20.00
Purchase box of bank checks	\$32.45
State of NH – Yoyo Program	\$290.00
NH Humanities Program – Witchcraft Presenter	\$200.00
Employee Holiday Appreciation	\$250.00
Gift Certificate to builder of Archive shelving	\$50.00
<b>Total Expenses</b>	<b>\$1442.44</b>
<b>Balance on hand 12/31/17</b>	<b>\$188.44</b>

### Copier/Fax Account – copier/fax supplies and maintenance

Balance Forward 12/31/16 \$1035.48

Deposits – Fax/Copier Income \$497.05

Expenses – Service/Supplies for Printer/Copier \$979.00

Bank Fee \$4.00

**Balance on hand 12/31/17** **\$549.53**

**Acquisitions Account****Balance Forward 12/31/16** **\$5357.90*****INCOME***

Income from Trust Funds \$5306.67

Vanguard Dividends \$192.49

Lost/Damaged/Book Donations \$472.14

Annual Town-wide Book Sale \$330.10

"In memory of" donations \$20.00

Reimbursements \$9.73

Britta-Blish Memorial Fund Earned Income \$64.16

Eloise Kinson Memorial Fund Earned Income \$49.03

Centennial Fund Earned Income \$28.31

Non-Resident Fees \$125.00

**Total Income** **\$6,597.63*****EXPENSES***

Purchase of Books/Videos/Periodicals \$3,205.47

**Total Expenses** **\$3,205.47****Balance on hand 12/31/17** **\$8,750.06****Investment Accounts - Balance as of 12/31/17**

Vanguard Wellesley, Wesley &amp; Rosie Hunt Trust \$6,747.96

Edward Jones Investments, Britta-Blish Memorial Fund \$3,000.00

Edward Jones Investments, Eloise Kinson Memorial Fund \$2,282.90

Edward Jones Investments, Centennial Fund \$1,300.00

**Total Investment Accounts** **\$13,330.86**

Maureen Spilsbury, Treasurer

## **BUILDING/FIRE INSPECTOR**

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

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

In 2017 there were 81 Building Permits issued for additions, alterations and renovations to residential and commercial structures. Several permits were issued for upgrading of electrical services and plumbing. Two permits were issued for construction of frame homes and several permits for manufactured homes. I work closely with contractors, electricians and plumbers to bring all structures up to State and IRC/IBC codes. I attended code update meetings as they became available. We adopted the updated codes 2009 and also NEC 2014.

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

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

All demolition or renovations will require an asbestos inspection by a State certified asbestos inspector. This is a State requirement pursuant to RSA 141-E and the N.H. Code of Administrative Rules. Permit fees in 2017 brought in \$12,142.00 to offset the costs associated with building inspections.

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

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

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

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

## **CHARLESTOWN FIRE DEPARTMENT**

The Department responded to 289 calls during 2017 and brush fires decreased due to the wet summer. Remember that permits are required when there is less than 100% snow cover for campfires, outdoor cooking fires and for burning brush piles. The names and numbers of Fire Warden and Deputy Wardens are listed on the door to the firehouse. Permits are also needed for fireworks, regardless of weather conditions, and must be obtained from the Fire Chief.

Although we have added three new firefighters, a couple have relocated or left our department so we are always seeking new members. As a paid-per-call volunteer your training and gear are provided by the department. In addition to firefighters, there are additional support positions at a fire scene or within our office. If you are 18 years old or older, in good physical health and interested in service to your community, please call me or speak with one of our firefighters.

Engine 2, almost thirty years old, required many repairs in 2017 and it was a struggle to get through inspection. A Truck Committee has been gathering information on a replacement fire engine and will make its recommendation in 2018.

In addition to responding to emergency calls, we do fire prevention programs with the schools and for local organizations in the community. If you would like us to provide a program, please contact us.

There are a couple of things you can do to assist us in our response to emergencies; make sure your house number is in a clearly visible place and can be seen from the road. This would help any First Responder locate you quickly. We have also had to respond to house fires where the driveway was impassable or glare ice. This delays our response time and lost minutes could be a disaster for you, your loved ones or your home. If you notice a neighbor needs help with clearing their drive, you could be saving a life by giving your assistance.

We are proud to be of service to Charlestown. Call us at 826-3311 for non-emergencies. Central dispatch can locate us quickly if you call them at 826-5747 but for emergencies please use 911.

## **EMERGENCY MANAGEMENT**

Another quiet year and we are not complaining! It gives us time for planning and conferences with area organizations to set up contingency plans. During an extended power outage, the Fire Station becomes the Emergency Operations Center and is open to the public as a warming shelter, a place to recharge your phone and obtain drinking water. In extreme conditions we also have delivered water to out-lying homes and farms. The Senior Center will also serve as a warming and cooling shelter as long as they have electricity. We are working with them and others in the community to secure generators that would expand our ability to assist in emergencies. A certified shelter would be the ultimate goal. Information on what you should have on hand for emergencies may be obtained from the Fire or Police Departments or an internet search using [www/redcross.org](http://www/redcross.org) or the FEMA site at [ready.gov/build](http://ready.gov/build) a kit.

## **2017 ANNUAL REPORT – POLICE DEPARTMENT/DISPATCH**

2017 proved to be a challenging, yet successful year for the Charlestown Police Department. Our dispatch center continued to fulfill dispatch needs for the Charlestown Police Department, Charlestown Fire Department, and the Charlestown Ambulance Department along with serving the needs of the Town of Acworth. Dispatch received and dispatched a total of 8,826 calls for service throughout the year.

The Police Officers conducted 174 criminal investigations, had 187 arrests, conducted 800 motor vehicle stops, investigated 88 motor vehicle crashes, and applied for and was granted 17 search warrants for various crimes. Out of all of these arrests and investigations we had 28 domestic violence related arrests, 18 aggravated assaults, 12 simple assaults, 6 sexual assaults, 25 theft cases, 30 drug cases, 2 robberies, 5 burglaries, 1 extortion case, 5 dangerous weapons/gun related charges, and 22 driving while intoxicated arrests.

The officers of the police department were also busy with community policing projects as well. They continued to work with the Charlestown Police Association maintaining the Kids and Kops program where they go into the second grade classrooms of our schools and teach students about various police related topics. Officer Jeremiah Haynes has been working with the schools developing a restorative justice program. This program will serve to help juvenile offenders navigate the criminal justice system with the hopes that the child can learn from and successfully put delinquent behavior behind them.

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

The full time police officers have been working towards their EMT certification and during 2017 one officer achieved EMT Basic certification, one officer achieved EMT Advanced certification, and three officers finished the class room portion of their EMT Basic certification, leaving a few more steps to achieve the basic certification.

Respectfully,

Chief Patrick Connors

## CHARLESTOWN AMBULANCE REPORT

The Town of Charlestown Ambulance Service has seen a tremendous year of growth and change. This is thanks in part to the Town Selectboard members who struggled with the challenges and choices of how to fix some ever growing problems within the service and its ability to respond in times of need. After fielding numerous calls of complaints and demands to shut the service down and seek a costly alternative they decided to act. The thought, time, and "gamble" to save this service of "neighbors caring for neighbors" has certainly seemed to pay off.

The entire management structure was revamped to include a Chief as oversight of budgetary issues, a Captain to oversee internal changes to the day to day operations, compliance, training, recruitment, retention, upgrades to some sorely needed supplies, and most importantly; answering calls. A third position was also created to help with transition of information to the Billing Services that are currently utilized by Golden Cross Ambulance. This position is removed going forward to 2018 and has transitioned into an additional operational position in the form of a Lieutenant.

These changes were implemented in March of 2017 and after a rocky start to the New Year, slowly began to take off. While we continue to grow and change, we have seen a much improved year across the board. Not only handling our own call volume, but we have also handled numerous calls for mutual aid to surrounding areas. While we have not been able to answer 100% of our calls quite yet, we have climbed within and beyond the national averages for comparable services of volunteer / paid for call agencies answering 377 calls for service in 2017.

Many people may not be aware that the staff on the Ambulance Service is paid for their time while operating on a call and now, newly implemented, a smaller rate for some of the extensive ongoing training that is required. Ambulance personnel have also logged several hundred volunteer hours "off the truck." These volunteer hours include standby services for various events, several public outreach services for many residents in Town who had been identified as "at risk," several kid friendly events, and assisting at other volunteer organization functions.

The staff includes three levels of care EMT, EMT- Advanced, and Paramedic. These levels of care require anywhere from 150 to 1200 hours of initial education to be certified at a particular level and an additional requirement of ongoing education of a minimum of 30 to over 70 hours of continuing education every two year segment to keep licensure. This includes classroom, clinical rotations, and hands on training. We are certified at a National Standard and then must meet licensing requirements set forth by the State of New Hampshire and gain clinical approval to practice through our Medical Control Physician. We also hold required additional continual certifications of CPR, Pediatric Advanced Life Support, and Advanced Cardiac Life Support depending on level of license.

This year we were also able to incorporate several joint training activities for various scenarios along with Charlestown Fire Department, and other larger scale efforts of multi agency operations with surrounding Towns. Some of these included basic vehicle extrication operations, routine training on day to day equipment, SCBA training, and MCI including a mostly "real time" staged school bus accident drill incorporating Police, Fire, and EMS from all surrounding towns.



Several members had additional training through the State EMS conference including wilderness EMS, MCI, active shooter, and other special situations. We also have 4 members now certified to teach a new Nationwide campaign called "Stop the Bleed." More information will be forthcoming in Spring of 2018 as this initiative takes hold in the unfortunately changing times of violence and homeland threats. Overall, this agency's Staff has acquired several hundred hours of training and refresher hours this year to get them back on track and current with the ever changing field of pre hospital medicine.

We currently operate 2 ambulances: our newest truck, A1, is a 2013 Ford that is our primary response truck. Our A2 is a 2005 Ford 4 wheel drive. This vehicle tends to be utilized for motor vehicle crashes and winter operations given its 4 wheel drive capabilities. This vehicle will require replacement going forward as it has many different aspects that are becoming subject to wear, tear, and newer safety requirements for compliance.

We utilize cardiac monitors from Zoll which have capabilities including basic monitoring, 12 lead EKG acquisition, and end tidal CO2 monitoring. We have one X Series model which is Zoll's newest and one of the top rated monitors available for pre hospital care. The second is an E Series with similar capabilities although not quite as good as the X Series. While still safe, effective, and compliant the E series is nearing the end of its life expectancy and has outlived its operating platform. This series was launched in 2005 and as anyone can imagine many changes have occurred to industry standards since then. Parts, service, and product support will not be available going forward on this unit. Plans to replace this monitor are already in place for this year.

Currently, the ambulance service is operating well below needed staffing levels. We are actively seeking applicants for anything from competent Drivers with no medical training components to candidates already licensed or seeking licensure as an EMS Provider. We do offer tuition assistance and sometimes full tuition to eligible people who are looking to embark in the emergency medical services field.

If you are a Charlestown resident and have ever considered the emergency medical services, but are unsure if its right for you, feel free to contact us. We have walk throughs and discussions, along with observation and ride along opportunities with no commitments as we fully understand that this field is not for everyone. We also provide current students the ability to log clinical hours for various programs. Those of us at Charlestown Ambulance Service find this to be an incredibly rewarding experience that stems from our ability to help our neighbors in their times of need and truly make a difference.



## **2017 ANNUAL REPORT**

### **FALL MT. EMERGENCY FOODSHELF**

2017 was a very heartwarming year for the Foodshelf. The spirit of generosity, love, and caring for the well being of others was very active and inspiring to the Foodshelf volunteers and all those we serve.

In 2017, we had 12,132 times families that included 49,126 individuals, come to us for help with food. Thanks to the wonderful generosity of all our donors, everyone who came to the Foodshelf left with a good supply of nutritional food.

We are very grateful for all our generous donors: the many families, individuals, local businesses, local towns, our churches (many do monthly food and monetary collections for us), local organizations who sponsor events for us, the local schools and their staff who collect foods and sponsor events for us, the Girl Scouts, Boy Scouts, 4H Groups, charitable foundations, and others who have done tremendous monetary and food collections. Generous monetary donations are received from the thrift shop at the Walpole Recycling Center. We are grateful for all the baked goods and food donated by local stores. We appreciate the discounts they give us on food we need to purchase. We purchase close to 90% of the food we provide for people. We are thankful to have the NH Food Bank deliver food they donate and food we purchase once a month. It is a big savings and helps so much.

We are blessed to have been able to provide over 1,521,359 meals to all who came to us for help. Our wonderful crew of volunteers makes all of this possible. They are very dedicated and committed to helping others. People comment about how welcome they feel when they come to the Foodshelf, especially as it may be difficult to ask for help. We provide food for the body and our love, smiles, and caring provides food for their spirits.

Our 10<sup>th</sup> year of GROW A ROW FOR THE FOODSHELF was an amazing success. The local farm stands, local farmers, gardening groups, schools, and families donated many delicious varieties of fresh produce. Our clients were so excited to have fresh produce. Many also canned and froze some of the produce so they would have some for the winter months. The fresh produce is a wonderful gift to share. We are looking forward to our 11<sup>th</sup> year of GROW A ROW FOR THE FOODSHELF.

We thank our towns and all the people for your generous, loving support of the Foodshelf in 2017 and throughout our 39 years of helping our neighbors with food. Many blessings to everyone in 2018. May you all have a beautiful happy year.

## 2017 FALL MT. FRIENDLY MEALS TOWN REPORT

In 2017, the Fall Mt. Friendly Meals provided 27,069 full course hot meals to the folks who came to the Alstead Town Hall to eat dinner and all the homebound people we deliver meals to in the area towns.

Having a delicious home-cooked meal while you sit and enjoy the company and conversation with other people makes the meal so enjoyable. The folks enjoy coming to the Town Hall every Tuesday and Thursday around 11 o'clock and appreciate their time of sharing. Having healthy home cooked meals delivered to those in need, helps the people to stay in their homes and stay healthy. The Friendly Meals is food for their bodies and food for their spirits.

We are very blessed to have so many caring people who give their time to bring food to the kitchen, cook the meals, set up the Town Hall, box and bag all the fruit, desserts, and bread for the meals on wheels, and dish out the fruits, desserts, bread and coffee for the in-house meals. A volunteer transports all the cooked food from the kitchen to the Town Hall and the volunteers serve it hot to the folks. Then they prepare the meals-on-wheels boxes and bag them to be delivered. We have so many people who give of their hearts, time, and gas to deliver the meals twice a week. It is a beautiful gift that makes a difference in the lives of others. The Friendly Meals brings so much joy and love into the lives of so many.

We are very thankful to the Town of Alstead for the use of the kitchen on Bragg Lane and the Town Hall where we serve the meals. It is a gift that has blessed so many people in our over 30 years of providing meals. We are very grateful to the other towns for their monetary support that helps us purchase food and supplies.

We do not receive any state or federal funding. We are funded by local donations, some grants, and from monetary donations to our thrift shop, Helen's Haven, at the Alstead Transfer Station. All donations are used to purchase food and supplies necessary for serving the meals. The Friendly Meals does share some automotive expenses with the Foodshelf. We have no administrative expenses.

Everyone enjoyed and was thankful for the fresh produce donated by local farmers and gardeners. The fresh local produce is so delicious and healthy.

We thank all of you for your wonderful caring and support these past 30 plus years. The meals have meant so much to so many people.

2018 will be another wonderful year of sharing meals together every Tuesday and Thursday. Many blessings to all of you in 2018, we are very grateful for your continued support.

# Water and Wastewater Department Town Report 2017

## Charlestown Water:

We have three wells in Charlestown Clay Brook Well and Bull Run Well #1 and # 2

Clay Brook Well Produced 24,730,000 Gallons of water in 2017

Bull Run Well #1 Produced 15,025,733 Gallons of water in 2017

Bull Run Well #2 Produced 83,506,171 Gallons of water in 2017

Total pumped for 2017 in Charlestown 123,261,904 Gallons of water.

Clay Brook can produce 370 gallons per minute or 530,000 total gallons per day

Bull Run Well #1 can produce 200 gallons per minute or 288,000 total gallons per day.

Bull Run Well # 2 can produce 500 gallons per minute or 720,000 total gallons per day.

The Town of Charlestown has a total capability of 1,250,000 Gallons per day.

With these sources we have water for the next 50 to 100 years with excellent growth potential for the Town.

We had a very busy year with three new water connections one new sewer connection, Three frozen meters replaced for customers, Responding to twelve water service leaks, and three main water line leaks, Turned on or off thirty eight customers for various reasons, Responded to one hundred ten customer request, repaired four curb stops, repaired or replaced 116 meters.

Maintained four pumping stations, flushed hydrants twice spring and fall, read meters twice spring and fall.

Passed all water testing and analysis

Passed all State and Federal Guidelines and Inspections

Maintained and reported the back flow prevention program.

Maintained and reported the wellhead protection program.

Maintained all seven State and Federal Permits

## Charlestown Wastewater:

Operated and maintained wastewater treatment facility

Operated and maintained two sewer pump stations

Collected 64,744,000 Gallons of sewerage, cleaned and treated then returned to nature.

Discharged 40,695,000 Gallons of clean treated water to the Connecticut River

Passed all State and Federal Permit requirements for 2017

Maintained all eight State and Federal Permits

Achieved a pollution removal yearly average of 98.0%

Passed toxicity and chemical testing

One new service hookup

Responded to many sewer complaints, assisted with two sewer service line repairs, jetted and cleaned 10 % of the collection system

Maintained industrial discharge permits and reporting program

Filed all federal required reports and documentation

Passed all State and Federal inspections

## North Charlestown Water:

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

Well # 1 Water Produced in 2017 = 5,354,800 Gallons

Well # 2 Water Produced in 2017 = 5,305,400 Gallons

Total produced in North Charlestown = 10,660,200 Gallons

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

Passed all water testing and analysis

Passed all State and Federal Guidelines and Inspections

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

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

Respectfully Submitted

## WASTEWATER DEPARTMENT

Balance on hand January 1, 2017 - Money Market \$ 55,015.01

**Deposits:**

Rents - Current	278,250.94	
Rents - Prior Years	74,159.59	
Rents - Paid in Advance/Overpaid	769.34	
Interest on Delinquent Accounts	5,120.06	
Dumping Fees – Current	2,845.00	
Hookup Fees - Current	-	
Interest on Investments - less fees	75.19	
	\$ 361,220.12	\$ 416,235.13

**Disbursements:**

Public Works Administration	\$ -
Clerical	6,096.50
Treasurer	1,250.00
Sewer Commissioners	10,000.00
Sewer Collector	2,897.00
Salaries Full Time	58,835.20
Overtime	3,253.79
Health/Disability Insurance	21,478.29
FICA/Medicare	6,012.76
NH Retirement	7,907.37
Dental Insurance	463.36
Unemployment/Workers' Comp	2,379.94
Audit	2,000.00
Mowing	3,510.00
Bank Fees	-
Telephone	3,055.61
Lab Fees	5,647.16
Electricity	37,135.60
Heating Oil	8,543.33
Building Maintenance	3,857.30
Software Support	150.00
Property, Vehicle Insurance	5,255.21
Educational Programs	480.47
Line Installation & Repair	6,108.28
Alarm Monitoring	189.73
Office Supplies	535.49
Postage	518.67

## WASTEWATER DEPARTMENT

Equipment	2,697.31	
Gasoline	2,447.76	
Lagoon Maintenance	5,635.45	
Vehicle Maintenance & Repair	2,678.12	
Uniforms	795.17	
General Expenses	1,747.28	
Weed Kill	1,623.00	
Safety Equipment	300.83	
Debt Principal/Interest	57,063.90	
Contracted Services	2,295.25	
Tests	1,134.00	
Chemicals	3,408.06	
Dam Registration	750.00	
Capital Projects	-	
<b>Total 2016 Expenses</b>	<b>\$ 280,137.19</b>	
2015 Expenses paid in 2016	2,074.41	
	<b>\$ 282,211.60</b>	
Reimbursed to General Fund	\$ 100,000.00	
Due to General Fund	\$ 390,290.85	
Due to Water Account		
<b>Money Market - Dec. 31, 2017</b>		<b>\$ 102,373.15</b>
Rents billed out in 2017 (less abatements)	\$ 356,453.72	
Connections, jobs, billed (less abatements)	\$ 2,845.00	

## WATER DEPARTMENT

Balance on hand January 1, 2017 – Money Market \$ 44,348.40

**Deposits:**

Rents - Current	\$	300,676.71	
Rents - Prior Years		67,788.82	
Rents Paid in Advance/Overpaid		479.47	
Interest on Delinquent Accounts		6,000.82	
Meters - Current		2,162.00	
Interest on Investments - less fees		73.72	
<b>TOTAL</b>	<b>\$</b>	<b>377,181.54</b>	<b>\$ 421,529.94</b>

**Disbursements:**

Public Works Administration	\$	-
Clerical		6,296.50
Treasurer		1,250.00
Water Commissioners		10,000.00
Water Collector		4,037.04
Admin. Health/Disability Ins		1,323.18
Admin. FICA/Medicare		1,637.11
Admin. Retirement		940.05
Dental Insurance		-
Software Support		150.00
Bank Fees		-
Educational Programs		309.47
Office Supplies, Equip, Comp		827.02
Postage		760.18
Water Tests		6,466.60
Salaries Full Time		88,419.82
Overtime		8,223.95
Health/Disability Insurance		30,777.06
FICA/Medicare		6,979.53
NH Retirement		10,883.73
Unemployment/Workers' Comp		5,343.64
Dental Insurance		695.02
Audit		2,000.00
Mowing		3,510.00
Telephone		6,325.44
Contracted Services		1,890.25

## WATER DEPARTMENT

Heating Oil/Propane	6,103.80	
Electricity	52,709.87	
Building Maintenance	1,108.59	
Property, Vehicle Insurance	5,958.73	
Dues/Fees/Courses	674.00	
Equipment	7,914.12	
Gasoline	5,711.45	
Vehicle Maintenance and Repair	3,984.56	
Uniforms	1,392.23	
General Expenses	2,037.14	
Safety Equipment	343.52	
Arsenic Filtration System	5,632.33	
Meter Installation & Repair	24,658.41	
Line Installation & Repair	4,935.12	
Fire Hydrant Replacement	2,369.03	
Alarm Monitoring	523.89	
Plant Maintenance & Repair	2,976.47	
Chemicals	4,705.17	
Booster Station Maintenance	248.48	
Dam Maintenance	560.40	
Debt Principal/Interest	54,826.10	
Capital Projects	-	
<b>Total 2017 Expenses</b>	<b>\$ 388,419.00</b>	
	-	
	<b>\$ 388,419.00</b>	
Reimbursed to General Fund	\$ 100,000.00	
Reimbursed to Sewer Fund		
Due to General Fund	\$ 100,378.00	
<b>Money Market - December 31, 2017</b>		<b>\$ 44,816.90</b>
Rents billed out in 2017 (less abatements)	\$ 378,024.00	
Connections, jobs, etc. billed (less abatements)	\$ 2,304.05	



## STATEMENT OF DEBT

### WATER/WASTEWATER IMPROVEMENT 2002

New Hampshire Municipal Bank Bank

Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	32,000.00	23,965.00	55,965.00
2019	33,000.00	22,760.00	55,760.00
2020	34,000.00	21,760.00	55,760.00
2021	35,000.00	20,315.00	55,315.00
2022	37,000.00	18,720.00	55,720.00
2023	39,000.00	17,035.00	56,035.00
2024	41,000.00	15,035.00	56,035.00
2025	43,000.00	12,985.00	55,985.00
2026	45,000.00	10,810.00	55,810.00
2027-2030	201,000.00	22,490.00	223,490.00
	\$ 540,000.00	\$ 185,875.00	\$ 725,875.00

### WATER/WASTEWATER IMPROVEMENT 2003

New Hampshire Municipal Bond Bank

Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	30,000.00	26,320.00	56,320.00
2019	31,000.00	24,950.00	55,950.00
2020	32,000.00	23,690.00	55,690.00
2021	34,000.00	22,200.00	56,200.00
2022	36,000.00	20,450.00	56,450.00
2023	37,000.00	18,625.00	55,625.00
2024	39,000.00	16,725.00	55,725.00
2025	41,000.00	14,725.00	55,725.00
2026	44,000.00	12,600.00	56,600.00
2027-2031	248,000.00	31,700.00	279,700.00
	\$ 572,000.00	\$ 211,985.00	\$ 783,985.00

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2017-12/31/2017

—CHARLESTOWN—

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
ROUNDS, JOSEPH MICHAEL	01/04/2017	KEENE,NH	ROUNDS SR, COREY	ROUNDS, MARIAH
BLADEN, HARPER MAY	01/08/2017	LEBANON,NH	BLADEN, DYLAN	CREIGHTON, THERESA
GIGANDET, TALIA ROSE	01/10/2017	LEBANON,NH	GIGANDET, ALEC	RICHARDSON, KAILY
TRZESIARA, ARIANNA SHELBY	01/31/2017	LEBANON,NH	TRZESIARA, STEVEN	TRZESIARA, MEGAN
PELLERIN, MAKYNLI MARIE ANN	02/07/2017	LEBANON,NH	PELLERIN, ANTHONY	PELLERIN, GABRIELLE
SKUNDRICH JR, MARVIN ROBERT	03/03/2017	LEBANON,NH	SKUNDRICH, MARVIN	CONKLIN, ELIZABETH
ST SAUVEUR, BLAKELEIGH MARIE	03/16/2017	KEENE,NH	ST SAUVEUR, SHANE	ROBAR, JORDAN
NEWELL, LIAM EVERETT	06/02/2017	KEENE,NH	NEWELL JR, WAYNE	SMITH, RENEE
HEATH, ISAIAH MARK	06/07/2017	LEBANON,NH	HEATH, HARRY	HOLDEN, NICOLE
ALLEN, NORA ELIZABETH	06/10/2017	LEBANON,NH	ALLEN, PATRICK	ALLEN, AMANDA
KAEHLER, ARLEY ELIZABETH	07/01/2017	LEBANON,NH	KAEHLER, MASON	KAEHLER, ELIZABETH
DILEY, LIAM MICHAEL	07/17/2017	LEBANON,NH	DILEY JR, KENNETH	DILEY, SARA
HULSER, KOEHLER VALAK KNOX	08/03/2017	LEBANON,NH	HULSER, DRAVEN	WELCH, DEZARAE
MOORE, KINSLEY MAY	08/04/2017	LEBANON,NH	MOORE, TERRILL	COTE, JENNIFER
OSGOOD, EMMETT JAMES	08/08/2017	LEBANON,NH	OSGOOD, NATHAN	MERRITT, STEPHANIE
MARTZOLF, BRADLEY PETER	08/12/2017	LEBANON,NH	MARTZOLF, JOSHUA	MARTZOLF, SHAUNA
MORWAY, NOAH ALEXANDER	08/28/2017	LEBANON,NH	MORWAY, STEVEN	TRUELL, CAITLIN
GUYETTE, KEEGAN LEVI	10/20/2017	LEBANON,NH	GUYETTE, ERIK	GUYETTE, HEATHER
RICHARDSON JR, ADAM DESMOND	11/02/2017	LEBANON,NH	RICHARDSON, ADAM	RICHARDSON, APRIL
SANVILLE, OAKLYNNE ISRAEL RAINE NICOLE	11/26/2017	KEENE,NH	SANVILLE, TRAVIS	BOWERS-WARNER, KAYLA

Total number of records 20

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- CHARLESTOWN --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
BASHAW, KURSTIN M CHARLESTOWN, NH	KENYON, JACOB W CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	02/14/2017
CULLIPHER, COVENTRY A CHARLESTOWN, NH	ADAMS, KIMBERLY L CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	02/25/2017
BROWN, TIMOTHY J CHARLESTOWN, NH	JEROME, TRACEY L CHARLESTOWN, NH	CHARLESTOWN	CLAREMONT	03/25/2017
HOWE, DARYL H CHARLESTOWN, NH	KINRADE, JUDITH P CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	04/22/2017
WILLIAMS, JACK A CHARLESTOWN, NH	MONTRON, CHELSEA L CHARLESTOWN, NH	CHARLESTOWN	CLAREMONT	05/14/2017
DALLING SR, WILLIAM J CHARLESTOWN, NH	WATSON, ELIZABETH M CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	05/24/2017
PHILBROOK, JAMIE M CHARLESTOWN, NH	CHAMBERLAIN, ROSS A CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	06/01/2017
FRENCH, BRIANNA M CHARLESTOWN, NH	SMITH, ZACHARY W CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	06/16/2017
HALEY JR, CECIL R CHARLESTOWN, NH	BARTH, JESSICA A CHARLESTOWN, NH	CHARLESTOWN	ACWORTH	06/17/2017
HILL, BRANDON J CHARLESTOWN, NH	SELLAROLE, ERYN L WALPOLE, NH	CHARLESTOWN	WALPOLE	06/24/2017
DUBE, MICHAEL R CHARLESTOWN, NH	BENJAMIN, KYE YONG CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	06/28/2017

## DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- CHARLESTOWN --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
AUBIN, ERICA M CHARLESTOWN, NH	AUBIN II, AUSTIN W CHARLESTOWN, NH	CHARLESTOWN	LEBANON	07/15/2017
RICHARDS SR, HOWARD P CHARLESTOWN, NH	WARD, BARBARA L CLAREMONT, NH	CHARLESTOWN	CHARLESTOWN	07/16/2017
SMITH, LUIS R CHARLESTOWN, NH	RABTOY, NATASHA M CHARLESTOWN, NH	CHARLESTOWN	WALPOLE	07/22/2017
KEZAR SR, JACOB B CHARLESTOWN, NH	BLANEY, JESSICA M CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	08/19/2017
GRAY, KYLE J CHARLESTOWN, NH	NICOLA, CHELSEA M CHARLESTOWN, NH	CHARLESTOWN	ALSTEAD	09/02/2017
HOLT JR, HENRY A CHARLESTOWN, NH	POLAND, NIKTA S CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	09/09/2017
BASHAW, CARROLL R CHARLESTOWN, NH	DEYO, CAROLYN B SPRINGFIELD, VT	CHARLESTOWN	CHARLESTOWN	09/12/2017
BLAKE JR, RICKY T CHARLESTOWN, NH	SPRINGER, MICHELLE L CHARLESTOWN, NH	CLAREMONT	TILTON	10/21/2017
WOODS, TODD L CHARLESTOWN, NH	FOWLER, HEATHER L CHARLESTOWN, NH	CHARLESTOWN	GOSHEN	10/28/2017

Total number of records 20

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
MEIER, CATHERINE	01/13/2017	CHARLESTOWN	O'BRIEN, JAMES	LURVEY, DOREEN	N
O'KANE, KELLEY	02/01/2017	CHARLESTOWN	O'KANE, HENRY	CLARK, LEONA	N
SHAUGHNESSY, LAUREL	02/11/2017	CLAREMONT	BALON, PETER	GASKA, MALGORZETA	N
PECOR, KATHLEEN	02/11/2017	LEBANON	HONNEY SR, HERMAN	BESAW, KATHLEEN	N
CLARK, ROBERT	02/15/2017	WESTMORELAND	CLARK, LAUREN	RENAUD, CHARLOTTE	Y
POISSON, FREDERICK	02/25/2017	CHARLESTOWN	POISSON, LEO	LOWE, ANN	N
GRENIER, JOHN	02/25/2017	CHARLESTOWN	GRENIER, GEORGE	SMITH, ROSE	N
DAVEY, DONALD	03/04/2017	CLAREMONT	JOHNSON, FLOYD	DAVEY, MARION	Y
SILVER, JOHN	03/19/2017	CHARLESTOWN	SILVER, EL DAN	HOSKISON, THELMA	Y
BANTA SR, CHARLES	03/20/2017	CHARLESTOWN	BANTA, WILLIAM	TOLSTER, LOUISE	Y
DAVIS, PETER	03/22/2017	LEBANON	DAVIS JR, HARRY	BELSTRA, OLGA	U
THOMAS, LEX	03/27/2017	LEBANON	SMITH, EUGENE	HEWLETT, HATTIE	N
KUNCIK, JOAN	03/28/2017	LEBANON	HILL, CHARLES	OATES, LOIS	N
FORSAITH, CAMMY	04/28/2017	CHARLESTOWN	FORSAITH, DAVID	BROWN, SANDRA	N
HILL, ARTHUR	05/22/2017	CHARLESTOWN	HILL, GERALD	TENNEY, STELLA	N
HASKELL, DOUGLAS	05/27/2017	CHARLESTOWN	HASKELL, RUSSELL	BAIN, EVELYN	N
CONANT, ROGER	06/02/2017	CHARLESTOWN	CONANT, DAVID	LEPISTO, AUNE	Y
WATSON, JOHN	06/03/2017	CLAREMONT	WATSON, CHARLES	LACONFOURQUE, GERMAINE	Y



## DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
METVIER, ARCHIE	06/13/2017	CHARLESTOWN	UNKNOWN, UNKNOWN	METVIER, EVA	N
GIROUX, WALTER	06/15/2017	CLAREMONT	GIROUX, EDWARD	THERRIEN, EDITH	N
ANKUDA, MARY	07/17/2017	LEBANON	MAHONEY, JAMES	PARKER, DORIS	N
GRAFF, EDWARD	08/15/2017	CLAREMONT	GRAFF, JOSEPH	BERGIN, GENEVIEVE	N
CANANZEY, BETTY	08/17/2017	CHARLESTOWN	KNUTSON, OLIVER	HOLMES, HELEN	N
NAPOLES, REBECCA	08/22/2017	CHARLESTOWN	NAPOLES, MANUEL	GAONA, RUTH	N
GREER, EDWARD	09/04/2017	CHARLESTOWN	GREER, JOHN	LUND, MARY	Y
LUFKIN, SCOTT	09/05/2017	LEBANON	COLBURN, JAMES	DEMON, JEWEL	N
ROBIE SR, BRUCE	09/21/2017	CHARLESTOWN	ROBIE, STEPHEN	AIKEN, PEARL	N
LACASSE, MARCELLE	09/25/2017	CHARLESTOWN	BRODEUR, NAPOLEON	FRANCOEUR, JOSEPHINE	N
MARSH, JAMES	10/15/2017	CHARLESTOWN	MARSH, CLYDE	STEVENS, EDITH	Y
HARRINGTON, MARILYN	10/26/2017	CLAREMONT	DUFF, EARL	BERRY, KATHRYNE	N
SMITH, MICHAEL	10/31/2017	CHARLESTOWN	SMITH SR, CHARLES	CLEMONS, SHARON	N
BASCOM, ELIZABETH	11/05/2017	UNITY	ANNIS, HAROLD	RAMSAY, MARION	N
HANSEN JR, ALFRED	11/18/2017	CHARLESTOWN	HANSEN SR, ALFRED	SCHAPPS, IRMA	N
HEAVISIDES, STEPHEN	11/18/2017	KEENE	HEAVISIDES, JOHN	NICHOLS, ERMA	N
PELLERIN, MYRTLE	12/03/2017	CLAREMONT	MOORE, GEORGE	MATTHEWS, DORIS	N
JOHNDRO, DEBORAH	12/04/2017	LEBANON	COLLINS, JOHN	FLANAGAN, CECILIA	N



DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
YOUNG, ARTHUR	12/05/2017	LEBANON	YOUNG, CLYDE	ELLIOTT, EDNA	N
HICKS, TIMOTHY	12/12/2017	CHARLESTOWN	HICKS SR, RICHARD	MARREL, JUDY	N
MALO, TROY	12/20/2017	CHARLESTOWN	MALO, FRANCIS	KARDORF, MARGARET	N

Total number of records 39

## Notes



## Notes

## Notes



