



Charlestown

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

First Session of Annual Meeting (Deliberative Session)

Date: February 8, 2025
Time: 10:00 am
Location: Town Hall
Details: 19 Summer Street

Second Session of Annual Meeting (Official Ballot Voting)

Date: March 11, 2025
Time: 8am - 7pm
Location: Charlestown Senior Center
Details: 223 Old Springfield Road

GOVERNING BODY CERTIFICATION

We certify and attest that on or before January 27, 2025, a true and attested copy of this document was posted at the place of meeting and at Town Offices and that an original was delivered to Town Clerk.

Name	Position	Signature
Shelly Andrus Charles Baray STEVEN NAIL	Selectboard select board selectman	<i>[Signature]</i> <i>[Signature]</i> <i>[Signature]</i>
NANCY HOUGHTON	"	<i>[Signature]</i> Nancy Houghton



Article 01 Election of Town Officers

To elect the necessary Town Officers for their respective terms.

Article 02 Zoning Ordinance Amendment

Are you in favor of the adoption of the amendment to the existing Charlestown Zoning Ordinance as proposed by the Planning Board as follows: Amend Zone E Section 8.5.7 (e.) to read "One Single-family or two-family dwelling structure shall be permitted. Multi-family structure/s shall be permitted after receiving Planning Board Site Plan approval. Copies of the full text of the proposed amendments are on file and available for public inspection during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and at the polls. The Planning Board recommends this article. The Selectboard recommends this article.

Article 03 Historic District Ordinance

Are you in favor of the adoption of the Historic District Ordinance, as proposed by the Planning Board?

Copies of the full text of the proposed ordinance are on file and available for public inspection during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and at the polls. The Planning Board recommends this article. The Selectboard recommends this article.

Article 04 Operating Budget

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$6,657,932. This amount represents \$5,587,713 for the Town Operating budget, \$602,985 for the Water Fund operating budget and \$467,234 for the Sewer Fund operating budget. Should this article be defeated, the default budget shall be \$6,283,336, 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 \$5,237,067 for the Town operating budget \$604,781 for the Water Fund operating budget, and \$441,448 for the Sewer Fund operating budget. NOTE: This warrant article (operating budgets) does not include appropriations in any other warrant article. The Selectboard recommends this appropriation. The Finance Committee recommends this appropriation.

Article 05 Add Funds to Emergency Comms. CRF

To see if the Town of Charlestown will vote to raise and appropriate the sum of \$3,000 to be added to the Emergency Communications Improvements Capital Reserve Fund previously established under Article 11 at the 2016 Annual Town Meeting for the purpose of acquiring, replacing, or repairing emergency services communication equipment or improvements. The Selectboard recommends this appropriation. The Finance Committee recommends this appropriation.

(Majority vote required.)

Article 06 Add Funds to Transfer Station Equipment CRF

To see if the Town will vote to raise and appropriate the sum of \$35,000 to be added to the Transfer Station Equipment Capital Reserve Fund, previously established under Article 6 at the 2023 Annual Town Meeting, for the purchase and maintenance of Transfer Station Equipment. This sum to come from unassigned fund balance. No amount to be raised from taxation. The Selectboard recommends this appropriation. The Finance Committee recommends this appropriation. (Majority vote required)



Article 07 To Discontinue a Portion of George Moulton Way

To see if the Town will vote pursuant to RSA 231:43 to discontinue, completely and absolutely, four hundred (400) feet of the northern end of George Moulton Way. The Selectboard recommends this article.

Article 08 To Support the Charlestown Senior Center

To see if the Town will vote to raise and appropriate the sum of \$2,000 in 2025 to support the Charlestown Senior Center. (This is a Petition Article). The Selectboard recommends this appropriation.

Article 09 To Decrease the Selectboard to three (3) members

Are you in favor of decreasing the board of selectmen to 3 members per RSA 41:8-d? (This is a Petition Article) (Majority ballot vote required) The Selectboard does not recommend this article.



Proposed Budget
Charlestown

For the period beginning January 1, 2025 and ending December 31, 2025

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: January 27, 2025

GOVERNING BODY CERTIFICATION

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

Name	Position	Signature
Shelly Andrews Charles Barab Stadon Nail	Selectboard select board selectman	Shelly Andrews Charles Barab Stadon Nail
Nancy Houghton	selectboard	Nancy Houghton

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<https://www.revenue.nh.gov/about-dra/municipal-and-property-division/municipal-bureau>



Appropriations

Account	Purpose	Article	Expenditures for period ending 12/31/2024	Appropriations for period ending 12/31/2024	Proposed Appropriations for period ending 12/31/2025	
					(Recommended)	(Not Recommended)
General Government						
4130	Executive	04	\$176,757	\$231,791	\$199,577	\$0
4140	Election, Registration, and Vital Statistics	04	\$7,364	\$17,431	\$12,058	\$0
4150	Financial Administration	04	\$347,929	\$428,320	\$388,316	\$0
4152	Property Assessment		\$0	\$0	\$0	\$0
4153	Legal Expense	04	\$43,308	\$40,000	\$45,000	\$0
4155	Personnel Administration		\$0	\$0	\$0	\$0
4191	Planning and Zoning	04	\$92,812	\$103,663	\$105,566	\$0
4194	General Government Buildings	04	\$272,362	\$286,298	\$284,824	\$0
4195	Cemeteries	04	\$75,359	\$127,110	\$105,018	\$0
4196	Insurance Not Otherwise Allocated	01	\$90,289	\$91,044	\$103,514	\$0
4197	Advertising and Regional Associations	04	\$17,515	\$18,515	\$22,945	\$0
4198	Contingency		\$0	\$0	\$0	\$0
4199	Other General Government		\$0	\$0	\$0	\$0
	General Government Subtotal		\$1,123,695	\$1,347,173	\$1,266,818	\$0
Public Safety						
4210	Police	04	\$997,354	\$1,153,403	\$1,217,414	\$0
4215	Ambulances	04	\$93,820	\$99,753	\$103,654	\$0
4220	Fire	04	\$171,979	\$215,260	\$240,708	\$0
4240	Building Inspection	04	\$5,502	\$5,932	\$9,973	\$0
4290	Emergency Management	04	\$244	\$450	\$450	\$0
4299	Other Public Safety		\$0	\$0	\$0	\$0
	Public Safety Subtotal		\$1,268,899	\$1,474,798	\$1,572,199	\$0
Airport/Aviation Center						
4301	Airport Administration		\$0	\$0	\$0	\$0
4302	Airport Operations		\$0	\$0	\$0	\$0
4309	Other Airport		\$0	\$0	\$0	\$0
	Airport/Aviation Center Subtotal		\$0	\$0	\$0	\$0
Highways and Streets						
4311	Highway Administration		\$0	\$0	\$0	\$0
4312	Highways and Streets	04	\$1,167,712	\$1,468,643	\$1,405,272	\$0
4313	Bridges		\$0	\$0	\$0	\$0
4316	Street Lighting	04	\$25,675	\$26,000	\$26,000	\$0
4319	Other Highway, Streets, and Bridges	04	\$140	\$2,000	\$4,000	\$0
	Highways and Streets Subtotal		\$1,193,527	\$1,496,643	\$1,435,272	\$0



Appropriations

Account	Purpose	Article	Expenditures for	Appropriations	Proposed Appropriations for period	
			period ending	for period ending	ending 12/31/2025	
			12/31/2024	12/31/2024	(Recommended)	(Not Recommended)
Sanitation						
4321	Sanitation Administration		\$0	\$0	\$0	\$0
4323	Solid Waste Collection	04	\$181,018	\$203,490	\$232,503	\$0
4324	Solid Waste Disposal	04	\$119,490	\$122,000	\$142,500	\$0
4325	Solid Waste Facilities Clean-Up		\$0	\$0	\$0	\$0
4326	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0
	Sanitation Subtotal		\$300,508	\$325,490	\$375,003	\$0
Water Distribution and Treatment						
4331	Water Administration		\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338	Water Conservation		\$0	\$0	\$0	\$0
	Water Distribution and Treatment Subtotal		\$0	\$0	\$0	\$0
Electric						
4351	Electric Administration		\$0	\$0	\$0	\$0
4352	Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
	Electric Subtotal		\$0	\$0	\$0	\$0
Health						
4411	Health Administration		\$0	\$0	\$0	\$0
4414	Pest Control	04	\$67	\$1,700	\$1,100	\$0
4415	Health Agencies and Hospitals	04	\$59,695	\$63,204	\$61,870	\$0
4419	Other Health		\$0	\$0	\$0	\$0
	Health Subtotal		\$59,762	\$64,904	\$62,970	\$0
Welfare						
4441	Welfare Administration	04	\$83,571	\$66,836	\$68,347	\$0
4442	Direct Assistance		\$0	\$0	\$0	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445	Vendor Payments		\$0	\$0	\$0	\$0
4449	Other Welfare		\$0	\$0	\$0	\$0
	Welfare Subtotal		\$83,571	\$66,836	\$68,347	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 12/31/2024	Appropriations for period ending 12/31/2024	Proposed Appropriations for period ending 12/31/2025	
					(Recommended)	(Not Recommended)
Culture and Recreation						
4520	Parks and Recreation	04	\$54,910	\$64,331	\$64,628	\$0
4550	Library	04	\$156,504	\$172,718	\$175,595	\$0
4583	Patriotic Purposes		\$0	\$0	\$0	\$0
4589	Other Culture and Recreation	04	\$172	\$3,000	\$3,000	\$0
Culture and Recreation Subtotal			\$211,586	\$240,049	\$243,223	\$0
Conservation and Development						
4611	Conservation Administration	04	\$1,500	\$1,500	\$6,000	\$0
4612	Purchase of Natural Resources		\$4,624	\$5,000	\$0	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0
4631	Redevelopment and Housing Administration		\$0	\$0	\$0	\$0
4632	Other Redevelopment and Housing		\$0	\$0	\$0	\$0
4651	Economic Development Administration		\$0	\$0	\$0	\$0
4652	Economic Development		\$0	\$0	\$0	\$0
4659	Other Economic Development		\$0	\$0	\$0	\$0
Conservation and Development Subtotal			\$6,124	\$6,500	\$6,000	\$0
Debt Service						
4711	Principal - Long Term Bonds, Notes, and Other Debt	04	\$90,000	\$85,000	\$90,000	\$0
4721	Interest - Long Term Bonds, Notes, and Other Debt	04	\$45,198	\$45,198	\$43,308	\$0
4723	Interest on Tax and Revenue Anticipation Notes		\$0	\$7,000	\$0	\$0
4790	Other Debt Service Charges		\$0	\$0	\$0	\$0
Debt Service Subtotal			\$135,198	\$137,198	\$133,308	\$0
Capital Outlay						
4901	Land		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	04	\$356,413	\$488,074	\$424,573	\$0
4903	Buildings		\$1,331	\$1,331	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$12,000	\$0	\$0
Capital Outlay Subtotal			\$357,744	\$501,405	\$424,573	\$0



Appropriations

Account	Purpose	Article	Expenditures for	Appropriations	Proposed Appropriations for period	
			period ending	for period ending	ending 12/31/2025	
			12/31/2024	12/31/2024	(Recommended)	(Not Recommended)
Operating Transfers Out						
4911	To Revolving Funds		\$0	\$0	\$0	\$0
4912	To Special Revenue Funds		\$0	\$0	\$0	\$0
4913	To Capital Projects Funds		\$0	\$0	\$0	\$0
4914A	To Airport Proprietary Fund		\$0	\$0	\$0	\$0
4914E	To Electric Proprietary Fund		\$0	\$0	\$0	\$0
4914O	To Other Proprietary Fund		\$0	\$0	\$0	\$0
4914S	To Sewer Proprietary Fund	04	\$441,488	\$441,488	\$467,234	\$0
4914W	To Water Proprietary Fund	04	\$604,781	\$604,781	\$602,985	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
	Operating Transfers Out Subtotal		\$1,046,269	\$1,046,269	\$1,070,219	\$0
	Total Operating Budget Appropriations				\$6,657,932	\$0



Special Warrant Articles

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2025	
			(Recommended)	(Not Recommended)
4909	Improvements Other than Buildings	08	\$2,000	\$0
		<i>Purpose: To Support the Charlestown Senior Center</i>		
4915	To Capital Reserve Funds	05	\$3,000	\$0
		<i>Purpose: Add Funds to Emergency Comms. CRF</i>		
4915	To Capital Reserve Funds	06	\$35,000	\$0
		<i>Purpose: Add Funds to Transfer Station Equipment CRF</i>		
Total Proposed Special Articles			\$40,000	\$0



Individual Warrant Articles

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2025	
			(Recommended)	(Not Recommended)
		Total Proposed Individual Articles	\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2024	Estimated Revenues for period ending 12/31/2024	Estimated Revenues for period ending 12/31/2025
Taxes					
3120	Land Use Change Taxes for General Fund	04	\$0	\$6,060	\$6,060
3180	Resident Taxes		\$0	\$0	\$0
3185	Yield Taxes	04	\$0	\$13,000	\$13,000
3186	Payment in Lieu of Taxes	04	\$0	\$40,876	\$65,500
3187	Excavation Tax	04	\$0	\$600	\$600
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	04	\$0	\$108,000	\$108,000
	Taxes Subtotal		\$0	\$168,536	\$193,160
Licenses, Permits, and Fees					
3210	Business Licenses and Permits	04	\$0	\$1,325	\$1,300
3220	Motor Vehicle Permit Fees	04	\$0	\$988,848	\$990,000
3230	Building Permits	04	\$0	\$5,036	\$5,000
3290	Other Licenses, Permits, and Fees	04	\$0	\$2,340	\$2,300
	Licenses, Permits, and Fees Subtotal		\$0	\$997,549	\$998,600
From Federal Government					
3311	Housing and Urban Development		\$0	\$0	\$0
3312	Environmental Protection		\$0	\$0	\$0
3313	Federal Emergency		\$0	\$0	\$0
3314	Federal Drug Enforcement		\$0	\$0	\$0
3319	Other Federal Grants and Reimbursements		\$0	\$0	\$0
	From Federal Government Subtotal		\$0	\$0	\$0
State Sources					
3351	Shared Revenues - Block Grant		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	04	\$0	\$0	\$474,693
3353	Highway Block Grant	04	\$0	\$105,649	\$157,748
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement	04	\$0	\$1,046	\$1,047
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Railroad Tax Distribution	04	\$0	\$4,913	\$4,913
3360	Water Filtration Grants		\$0	\$0	\$0
3361	Landfill Closure Grants		\$0	\$0	\$0
3369	Other Intergovernmental Revenue from State of NH		\$0	\$0	\$0
3379	Intergovernmental Revenues - Other		\$0	\$0	\$0
	State Sources Subtotal		\$0	\$111,608	\$638,401



Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2024	Estimated Revenues for period ending 12/31/2024	Estimated Revenues for period ending 12/31/2025
Charges for Services					
3401	Income from Departments	04	\$0	\$36,439	\$300,314
3402	Water Supply System Charges		\$0	\$0	\$0
3403	Sewer User Charges		\$0	\$0	\$0
3404	Garbage-Refuse Charges		\$0	\$1,065,115	\$0
3405	Electric User Charges		\$0	\$0	\$0
3406	Airport Fees		\$0	\$0	\$0
3409	Other Charges		\$0	\$0	\$0
Charges for Services Subtotal			\$0	\$1,101,554	\$300,314
Miscellaneous Revenues					
3500	Special Assessments		\$0	\$0	\$0
3501	Sale of Municipal Property	04	\$0	\$7,500	\$5,000
3502	Interest on Investments	04	\$0	\$4,653	\$4,650
3503	Rents of Property	04	\$0	\$3,720	\$3,750
3504	Fines and Forfeits		\$0	\$0	\$0
3506	Insurance Dividends and Reimbursements	04	\$0	\$7,003	\$7,000
3508	Contributions and Donations		\$0	\$0	\$0
3509	Revenue from Misc Sources Not Otherwise Classified		\$0	\$0	\$0
Miscellaneous Revenues Subtotal			\$0	\$22,876	\$20,400
Interfund Operating Transfers In					
3911	From Revolving Funds		\$0	\$0	\$0
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Airport Proprietary Fund		\$0	\$0	\$0
3914E	From Electric Proprietary Fund		\$0	\$0	\$0
3914O	From Other Proprietary Fund		\$0	\$0	\$0
3914S	From Sewer Proprietary Fund	04	\$0	\$441,488	\$467,234
3914W	From Water Proprietary Fund	04	\$0	\$604,781	\$602,985
3915	From Capital Reserve Funds		\$0	\$22,423	\$0
3916	From Trust and Fiduciary Funds	04	\$0	\$1,750	\$1,500
3917	From Conservation Funds		\$0	\$0	\$0
Interfund Operating Transfers In Subtotal			\$0	\$1,070,442	\$1,071,719
Other Financing Sources					
3934	Proceeds from Long-Term Notes/Bonds/Other Sources		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	06	\$0	\$0	\$35,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Other Financing Sources Subtotal			\$0	\$0	\$35,000
Total Estimated Revenues and Credits			\$0	\$3,472,565	\$3,257,594



Budget Summary

Item	Period ending 12/31/2025
Operating Budget Appropriations	\$6,657,932
Special Warrant Articles	\$40,000
Individual Warrant Articles	\$0
Total Appropriations	\$6,697,932
Less Amount of Estimated Revenues & Credits	\$3,257,594
Estimated Amount of Taxes to be Raised	\$3,440,338

