

A large, snow-covered tree in a winter landscape. The tree is the central focus, with its branches heavily laden with snow. The background is a bright, overcast sky, and the ground is covered in a layer of snow. The overall scene is serene and wintry.

Annual Report for the Town of  
**Shelburne**  
New Hampshire

FOR THE YEAR ENDING DECEMBER 31, 2021

# TOWN OF SHELBURNE OFFICERS 2021-2022

## SELECT PERSONS

Stanley Judge	603-466-3986
Heidi Behling	603-466-5663
Lucy Evans	603-466-5164

## ADMINISTRATIVE ASSISTANT

Noelle Meer	603-466-2262
-------------	--------------

## ADMINISTRATIVE CONSULTANT

Jo Carpenter	603-466-2262
--------------	--------------

## CODE ENFORCEMENT OFFICER

Jeff Willey	603-466-2262
-------------	--------------

## TOWN CLERK/TAX COLLECTOR

Amy Kuzma	603-466-2262
-----------	--------------

## TREASURER

David M. Landry	603-466-2262
-----------------	--------------

## PUBLIC WORKS DIRECTOR

Zack Losier Wight	Office	603-466-2957
	Cell	603-348-2871

## ROAD AGENT

Ken Simonoko	Office	603-466-2957
	Cell	603-723-0865

## FIRE CHIEF

Randy Davis	Cell	603-449-4148
-------------	------	--------------

## FIRE WARDEN

Bob Langlands	Cell	603-723-7910
---------------	------	--------------

## EMERGENCY MANAGEMENT

Stanley Judge	603-466-3986
---------------	--------------

## GRS COOP BOARD – SHELBURNE REPRESENTATIVES

Jo Carpenter	603-466-3840
David Backler, Superintendent	603-466-3632

## TOWN OFFICE

	Fax	603-466-5271
Town E-mail – <a href="mailto:townofshelburneh@gmail.com">townofshelburneh@gmail.com</a>		
Town Website – <a href="http://www.townofshelburneh.com">www.townofshelburneh.com</a>		

## FIRE STATION

603-466-3465

## HIGHWAY OFFICE/TRANSFER STATION

603-466-2957

## EMERGENCY - FIRE, POLICE, AMBULANCE

911

Front Cover and Rear Cover Photographs by **Heidi Wight**

ANNUAL REPORT  
OF THE

**TOWN OF SHELBURNE,  
NEW HAMPSHIRE**

FOR THE YEAR ENDING  
DECEMBER 31, 2021



## TABLE OF CONTENTS

<b>Dedication</b> .....	<b>1</b>
<b>Town Officers</b> .....	<b>5</b>
<b>Special Thank You</b> .....	<b>9</b>
<b>2021 Town Meeting Minutes</b> .....	<b>10</b>
<b>Financial Reports</b>	
Summary Inventory of Valuation.....	20
Statement of Appropriations & Taxes Assessed .....	21
Comparative Statement of Appropriations .....	25
Town Officer Salaries .....	26
Town Clerk Report .....	27
Schedule of Town Property.....	27
Tax Collector Report .....	28
Treasurer Report.....	30
Balance Sheet.....	32
Summary of Revenues & Expenditures .....	34
Detailed Statement - Revenues & Expenditures.....	35
Departmental Revenues .....	50
Trust Funds.....	52
Library Financial Report .....	57
Reconciliation of Long-term Debt .....	57
Auditor's Report.....	57
<b>Warrant and Budget</b> .....	<b>59</b>
<b>Report of Officers and Committees</b>	
Selectpersons .....	80
Tax Collector.....	82
Town Clerk .....	84
Public Works .....	85
Shelburne Waste District .....	86
State Police .....	88
Emergency Management .....	90
Fire Department .....	92
Code Enforcement Officer .....	93
Planning Board.....	94
Park Commission.....	96
Cemetery Committee/Memorial Forest .....	97
Energy & Technology Committee.....	98
Conservation Commission.....	99
Heritage Commission .....	101
Shelburne Union Church .....	103
Shelburne Public Library .....	104
Shelburne Trails Club.....	106
Family Resource Center .....	109
Gorham Community Learning Center.....	110
North Country Council.....	112
Executive Councilor, Joseph Kenney .....	115
<b>Rules, Regulations, &amp; Informational Material</b> .....	<b>119</b>

## DEDICATION

This town report is dedicated to the memory of the following Shelburne citizens whom we lost in 2021.

*(listed in alphabetical order)*

### **Jerry Lee Baker**



Jerry Baker passed away on February 12, 2021, at the Lafayette Center, when his mind and body were too tired to carry on. Jerry was born on April 2, 1941, in Racine, Missouri as the youngest child of John Wood and Lillian (Jennings) Baker. He moved to New Hampshire shortly thereafter and made the suitably named "Live Free or Die" state his home. Jerry was involved in law enforcement in Jaffrey, Keene, and Shelburne for nearly half of his life. He served Shelburne as the Town Constable for 31 years. Mr. Baker taught Industrial

Arts and Driver Education at Gorham High School for 32 years and worked at Berlin City Auto and Auto North after retirement. Jerry is survived by his wife Deb (Bennett) Baker and his children, grandchildren, friends and his kind and caring nurse, Diane.

### **Robert E. Corrigan**



Robert E. Corrigan, 76, passed away on July 30, 2021, at the Maine Medical Center in Portland, ME. The son of Harry and Nathalie (Conant) Corrigan, he was born in Westbrook, ME on February 15, 1945, and later moved to Shelburne, NH when he was six. He attended school in Gorham and graduated Valedictorian of the Class of '63. He graduated from Dartmouth College with a degree in English. From there, he immediately began teaching at Gorham High School from where he retired in 1999. He also taught at the White Mountain Community College in Berlin. Bob loved coaching basketball and baseball, as well as playing competitively. He was a Shelburne Citizen of the Year, an avid

golfer, a lifelong puzzler, and he had a habit of making terrible puns. In retirement he found a second home in Fort Myers Beach, Florida. He is survived by his wife of 54 years, Jacquelyn (Bowler) Corrigan, children, grandchildren, a brother, sisters, and extended family.

## Mary A. Deblois



Mary Deblois, 88, of Gorham, passed away on September 19, 2021, at the St. Vincent de Paul Rehab and Nursing Center. She was born in Upton, ME on April 23, 1933, the daughter of John A. and Gladys (Lombard) Angevine and lived in Upton until high school. She graduated from Gould Academy in Bethel and following her marriage, lived in Shelburne for many years. She then moved to Birch Grove apartments in Gorham NH. Mary was employed by Converse Rubber Company and was a beloved mother, grandmother, and great-grandmother. She is survived by her children, grandchildren, great-grandchildren, and extended family. She was predeceased by her husband, Oriol Deblois, and 10 siblings.

## Warren “Tommy” Hayes



Warren “Tommy” Albert Hayes, 94, passed away on Sept. 13, 2021, at his home in Shelburne, N.H.

He was born on March 22, 1927, in Shelburne, the son of Margaret Wilson and Roland Hayes Sr.

He attended Shelburne and Gorham Schools and served in the Navy during World War II. He married Nina Pierce in 1947, in Bethel, Maine. He worked for James River Paper Company for over 30 years before retiring. After retirement, he was a Shelburne school bus driver and started his own company. He was a

fireman with the Shelburne Fire Department for over 60 years, chief for 20 years, and a NH deputy fire warden. He also worked for the Shelburne Police Department. He served on the Shelburne Board of Selectmen, Planning Board, Cemetery Committee, Shelburne School Board, State of New Hampshire School Board Executive Council, director of emergency management, and was a member of the Shelburne Union Church Committee. He was also a NH licensed sewerage disposal installer. In 2015, he received the Citizen of the Year award from the Winthrop Grange. He is survived by three daughters, a son, grandchildren, great-grandchildren, one great-great-grandchild and many nieces and nephews. He was pre-deceased by his loving wife of 70 years, Nina Hayes.

## **Chester N. Lapete**



Chester N. Lapete, 90, of Shelburne, passed away peacefully on June 11, 2021, at the St. Vincent de Paul Rehabilitation and Nursing Center in Berlin. He was born on July 7, 1930, in Whitefield, NH the son of the late Flavys and Margaret (Sharidan) Lapete and resided in the North Country all of his life. Chester served in the United States Air Force during the Korean War. He rose to the rank of Staff Sergeant in the Air Force. He became President of Gorham Savings Bank and was a founding member of the Gorham Development Corp., whose sole purpose was to build the Gorham Medical Center. He was a two-time president of the Gorham Rotary Club and served on the

board of the United Way. He was also a Gorham School Board member. Members of his family include his children, five grandchildren, four great-grandchildren with two more on the way, and extended family. He was predeceased by his wife Doris (Clay) Lapete.

## **Roland L. Viens**



Roland Leonard Viens, 74, of Colchester, VT, passed away on Nov. 12, 2021, at Oak Hill Hospital in Brooksville, Florida. Roland was born on April 24, 1947 in Colchester, Vermont to Paul and Grace (Niquette) Viens. He earned his Bachelor's Degree in engineering from the University of Vermont, Class of 1970. In the spring of 1973, he was offered a position as a production engineer at Crown Vantage Paper Company in Berlin, New Hampshire where he was employed until the late 1990's. In 2002, he was hired as the Superintendent of the Berlin Water

Works, where he retired in 2015. His passion from his very young years was deer hunting. Before and after retirement, he and his wife Cindy would take month long road trips for deer hunting excursions. He also enjoyed scuba diving which he began in high school. He is survived by his wife of 21 years, Cindy, a daughter, a son, grandchildren, a stepson, and extended family.

The following individuals were also former residents of Shelburne who passed away this year:

**Jason Gauthier**  
**Suzanne Lemieux**  
**Verena Simmons**



We also celebrated the births of two new Shelburne residents:

**Lincoln James Donahue**  
**Sean Michael Murphy**



# TOWN OFFICERS 2021 - 2022

## **SELECTPERSONS**

Lucy Evans

Term expires 2022

Heidi Behling

Term expires 2023

Stanley Judge

Term expires 2024

## **TREASURER**

David M. Landry

Term expires 2024

## **DEPUTY TREASURER**

Susan Labonville

Term expires 2023

## **TAX COLLECTOR**

Amy Kuzma

Term expires 2024

## **DEPUTY TAX COLLECTOR**

Kimberly Landry

Term expires 2024

## **TOWN CLERK**

Amy Kuzma

Term expires 2024

## **DEPUTY TOWN CLERK**

Jo Carpenter

Term expires 2022

## **AUDITOR**

Joyce Carlisle

Term expires 2024

## **MODERATOR**

John Henne

Term expires 2022

## **EMERGENCY MANAGEMENT**

Stanley Judge

## **FIRE CHIEF**

Randy Davis

## **FIRE WARDEN**

Bob Langlands

## **DIRECTOR OF PUBLIC WORKS / CEMETERY SEXTON**

Zack Losier Wight

## **ROAD AGENT / ASST. DIRECTOR OF PUBLIC WORKS**

Ken Simonoko

## **CODE ENFORCEMENT OFFICER**

Jeff Willey

**HEALTH OFFICER**

Lucy Evans

**WELFARE OFFICER**

Lucy Evans

**SUPERVISORS OF THE CHECKLIST** (Elected)

Robin Henne	Term expires 2022
Ann Judge	Term expires 2024
Constance Landry	Term expires 2026

**BALLOT CLERKS** (Appointed)

Hildreth Danforth	Raymond Danforth
-------------------	------------------

**BUDGET COMMITTEE** (Elected)

Stanley Judge	Term expires 2022
David M. Landry	Term expires 2022
Francis Chamberlain	Term expires 2023
David L. Landry	Term expires 2024
Michael Brosnan	Term expires 2024

**PLANNING BOARD** (Appointed)

Heidi Behling	Term expires 2022
Francis Chamberlain	Term expires 2022
John Carpenter	Term expires 2022
George Brown (Alternate)	Term expires 2022
David L. Landry	Term expires 2022
VACANT (Alternate)	Term expires 2022
Timothy Buxton	Term expires 2024

**BOARD OF ADJUSTMENT** (Appointed)

Jennifer Corrigan	Term expires 2022
Fran Chamberlain	Term expires 2022
VACANT (Alternate)	Term expires 2023
Raymond Danforth	Term expires 2023
Michael Prange	Term expires 2023
David M. Landry	Term expires 2024
VACANT (Alternate)	Term expires 2024

**MEMORIAL FOREST** (Elected)

VACANT	Term expires 2022
Joselyn Labonville	Term expires 2023
Peter Behling	Term expires 2024

**CEMETERY TRUSTEES** (Elected)

Dan Levin	Term expires 2022
William Healy	Term expires 2023
Ann Leger	Term expires 2024

**TRUSTEES OF TRUST FUNDS** (Elected)

Lucinda Bragg Term expires 2022  
VACANT Term expires 2023  
Lucie Kinney Term expires 2024

**CONSERVATION COMMISSION** (Appointed)

Larry Ely Term expires 2022  
Heidi Wight Term expires 2022  
Katie Stuart Term expires 2023  
Joan Chamberlain Term expires 2023  
Cynthia Desmond Term expires 2023  
Stanley Judge Term expires 2024

**PARK COMMISSION** (Appointed)

Ken Simonoko Term expires 2022  
VACANT Term expires 2024  
Marc Van Sant Term expires 2024  
Zack Losier Wight Term expires 2024  
Ernest Van Sant Term expires 2024

**LANDFILL COMMITTEE** (Appointed)

Heidi Behling Term expires 2022  
Ken Simonoko Term expires 2022  
Zack Losier Wight Term expires 2024  
Raymond Danforth Term expires 2024

**HERITAGE COMMISSION** (Appointed)

Roger Morrisette Term expires 2022  
Dick Lussier Term expires 2022  
Heidi Wight Term expires 2022  
Ken Simonoko Term expires 2022  
VACANT Term expires 2024

**LIBRARY TRUSTEES** (Elected)

Melanie Devoid Term expires 2023  
VACANT Term expires 2024  
VACANT Term expires 2025

**ENERGY AND TECHNOLOGY COMMITTEE** (Appointed)

Raymond Danforth Term expires 2022  
Michael Prange Term expires 2022  
Donald Kernan Term Expires 2024

**NORTH COUNTRY COUNCIL**

Stanley Judge John Carpenter

**Surveyors of Wood, Bark, and Lumber,  
Fence Viewers  
Sealers of Weights and Measures**

THE SELECTPERSONS

**STATE AND FEDERAL OFFICIALS**



**PRESIDENT OF THE UNITED STATES**

Joseph R. Biden, Jr.

**VICE PRESIDENT OF THE UNITED STATES**

Kamala Harris

**U.S. SENATORS**

Margaret W. Hassan

Jeanne Shaheen

**U.S. CONGRESS**

Ann McLane Kuster

Christopher Pappas

**GOVERNOR OF NEW HAMPSHIRE**

Christopher T. Sununu

**EXECUTIVE COUNCIL**

Joseph D. Kenney

**STATE SENATOR (District 1)**

Erin Hennessey

**STATE REPRESENTATIVE (District 6)**

William A. Hatch

## A SPECIAL THANK YOU

**To Stan Judge, Lucy Evans, and Heidi Behling:** Thank you for your continuing dedication to being Shelburne's governing body.

**To Paula Simonoko** for making the town beautiful by purchasing, planting, and maintaining all of the flowers and planters around town: the Memorial Forest flowers, the large planters in the park and by the bench, and the town office plants.

**To Zack Losier Wight and Ken Simonoko** for always taking special care of the flags outside of the town hall and in the Memorial Forest.

**To Sarah Losier Wight, Luke Losier Wight, and Ken Simonoko** for volunteering at the Transfer Station on Saturdays. Without your help the weekly trip to the "dump" would not be nearly as quick, efficient, or organized.

**To Ray Danforth** for volunteering his time and extensive knowledge to consult on all things "environmental".

**To the Energy & Technology Committee** for their continued dedication to finding ways to help the Town become more energy efficient.

**To Trooper First Class Meredith Favreau** for her commitment to our town and taking community policing to heart. We will miss you!

**And finally, to everyone that takes the time to volunteer to serve on committees or to hold town offices:** Thank you for your time and for all you do. Without you, Shelburne would not be such a fantastic place to live.



## 2021 TOWN MEETING MINUTES

The polls were open on Tuesday, March 9, 2021, from 11 AM to 7 PM, to choose all necessary Town Officers for the year ensuing, and to vote on the proposed amendments to the Zoning Ordinance (see below).

The Annual Town Meeting of the Town of Shelburne, New Hampshire was held in the Shelburne Room of the Town & Country Inn and Resort, on Wednesday, March 10, 2021, to allow adequate room for physical distancing due to the COVID-19 pandemic. Moderator, John Henne, called the meeting to order at 7:01 PM. Moderator Henne went over some basic meeting rules and the previous day's ballot results:

1 Select Person for 3 years	Stanley Judge	32
1 Town Clerk for 3 years	Amy Kuzma	35
1 Tax Collector for 3 years	Amy Kuzma	35
1 Treasurer for 3 years	David M Landry	35
1 Auditor for 2 years	Write-Ins	
2 Budget Committee for 2 years	Mike Brosnan David L Landry	32 30
1 Trustee of Trust Funds 3 years	Lucie Kinney	35
1 Trustee of Trust Funds for 2 years	Write-Ins	
1 Cemetery Committee for 3 years	C Ann Leger	33
1 Library Trustee for 1 year	Write-Ins	
1 Library Trustee for 1 year	Write-Ins	

1 Memorial Forest Committee for 3 years	Peter Behling	34
1 Memorial Forest Committee for 1 year	Write-Ins	
1 School Board At Large - Shelburne 2 years	Write-Ins	
1 School Board At Large - Randolph 3 years	Keith Moon	27
1 School Board At Large - 3 years	Michael Waddell	29

Results from Zoning Ordinance Ballot:

In favor of amending section 2 - Permitted Uses of the Shelburne Zoning Ordinance by changing Tourist Home to Not Allowed in Forest district, Special Exception in River Valley district, Special Exception in Route 2 district and Not Allowed in Industrial district.	Yes - 30	No - 4
In favor of amending Tourist Home definition to "Tourist Home - A building of residential nature, other than a hotel or motel, in which rooms are rented with or without meals with no more than three bedrooms for rent, and is the primary residence and legal domicile of the owner of the property."	Yes - 28	No - 6

**Article 3** - To HEAR such reports of Town Officers heretofore chosen, and pass any vote relating thereto.

*Raymond Danforth made the motion to accept, and Heidi Behling seconded. There was no discussion. The article passed unanimously.*

**Article 4** – To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$548,122 for General Operation.

4130 Executive	\$40,150
4140 Election, Registration, & Vital Statistics	\$23,189
4150 Financial Administration	\$36,400
4152 Revaluation of Property	\$5,244
4153 Legal Expense	\$7,500
4155 Employee Benefits	\$66,147
4191 Planning and Zoning	\$4,500
4194 General Government Buildings	\$45,135
4195 Cemetery	\$2,380
4196 Insurance	\$16,211
4197 Regional Association	\$536
4215 Ambulance	\$40,239
4220 Fire Department	\$42,150
4221 Fire Warden	\$3,400
4240 Building Inspection	\$3,500
4250 Dispatch Agreement	\$0
4290 Emergency Management	\$7,700
4312 Highway	\$109,360
4324 Solid Waste Disposal	\$36,150
4414 Animal Control	\$200
4415 Health	\$630
4441 Welfare	\$5,000
4520 Parks & Recreation	\$4,000
4550 Library	\$0
4590 Memorial Forest	\$500
4611 Conservation Commission	\$1,000
4711 Principal Long-term Note	\$1,718
4721 Interest Long-term Note	\$753
4722 Lease Payment	\$44,430
4723 TAN Note	\$0



*Stanley Judge made the motion to accept the appropriations and John Carpenter seconded.*

*Discussion: Robin Henne asked for clarification on why the Dispatch Agreement was changed to \$0. Noelle Meer (Admin. Asst.) explained that the new contract with Gorham's Emergency Services included dispatch in the cost. The article passed unanimously.*

**Article 5** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$2,000 for the maintenance of cemeteries with said funds to come from the Cemetery Maintenance Capital Reserve Fund for this purpose, and no money will be raised by taxation. (12/31/2020 Balance - \$9,967.23)

*Jo Carpenter made the motion to accept, and Heidi Behling seconded. There was no discussion and the article passed unanimously.*

**Article 6** - To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$25,080 for a complete Revaluation / Update. \$19,460 to be withdrawn from the Revaluation Capital Reserve Fund, previously established, and the balance of \$5,620 to be raised by taxation. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the Update is complete or December 31, 2022, whichever is sooner. (12/31/2020 Balance - \$19,460.94)

*Lucy Evans made the motion to accept, and Constance Landry seconded. There was no discussion and the article passed unanimously.*

**Article 7** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$3,200 for the purchase of a metal storage container, with said funds to come from Landfill Fees Special Revenue Fund and will not impact taxes. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the purchase is complete or December 31, 2022, whichever is sooner. (12/31/2020 Balance - \$6,898.45)

*Katie Stuart made the motion to accept, and Heidi Behling seconded. There was no discussion and the article passed unanimously.*

*Robin Henne moved to combine Articles 8 & 9. Heidi Behling seconded. Passed to combine.*

**Article 8** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$2,000 to the existing Town Building and Renovation Capital Reserve Fund, previously established. (12/31/2020 Balance – \$5,447.16)

**Article 9** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$30,000 to be added to the existing Heavy Highway Equipment Capital Reserve Fund, previously established. (12/31/2020 Balance - \$170,087.26)

*John Carpenter made the motion to accept, and Heidi Behling seconded. There was no discussion and both articles passed unanimously.*

**Article 10** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$8,300 to be added to the existing Fire Truck Capital Reserve Fund, previously established, with \$3,800 to come from unassigned fund balance from sale of Engine 2 and Engine 8, and the remainder (\$4,500) to be raised by taxation. (12/31/2020 Balance - \$143,863.21)

*Heidi Behling made the motion to accept, and Lucy Evans seconded. There was no discussion and the article passed unanimously.*

*Raymond Danforth made the motion to combine articles 11-14. Timothy Buxton seconded.*

*Discussion: David M. Landry asked if we actually could combine articles for voting. Moderator Henne explained that yes we could and that this can be used to save time when articles are similar to each other. Passed to combine*

**Article 11** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$8,000 to be added to the existing Fire Department Equipment Capital Reserve Fund, previously established. (12/31/2020 Balance – \$9,336.30)

**Article 12** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$30,000 to be added to the existing Paving Capital Reserve Fund, previously established. (12/31/2020 Balance - \$38,866.68)

**Article 13** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$500 to be added to the existing Peabody Farm Museum Capital Reserve Fund, previously established. (12/31/2020 Balance - \$9,689.58)

**Article 14** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$500 to be added to the existing Cemetery Equipment Capital Reserve Fund, previously established. (12/31/2020 Balance - \$4,286.13)

*Heidi Behling made the motion to accept, and Ray Danforth seconded. There was no discussion, and the articles passed unanimously.*

**Article 15** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$3,800 to be added to the existing Cemetery Maintenance Capital Reserve Fund, previously established, with said funds to come from unassigned fund balance. This represents the sum of money received from the sale of six (6) cemetery lots in 2020. (12/31/2020 Balance - \$9,967.23)

*John Carpenter made the motion to accept, and Heidi Behling seconded. There was no discussion. The article passed unanimously.*

*Jo Carpenter made the motion to combine Articles 16-23. Lucy Evans seconded.*

*Discussion: Hildy Danforth stated that she didn't like combining articles as it didn't seem to save any time. Passed to combine.*

**Article 16** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$1,000 to be added to the existing Sand/Gravel Expendable Trust Fund, previously established. (12/31/2020 Balance - \$1,233.74)

**Article 17** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$3,000 to be added to the existing General Building Maintenance Expendable Trust Fund, previously established (12/31/2020 Balance - \$8,994.44)

**Article 18** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$5,000 to be added to the existing Vehicle Maintenance Expendable Trust Fund, previously established (12/31/2020 Balance - \$12,342.11)

**Article 19** - To see if the Town will VOTE TO RAISE AND APPROPRIATE \$22,000 to be added to the existing Police Services Expendable Trust Fund, previously established (12/31/2020 Balance - \$5,244.53).

**Article 20** To see if the Town will VOTE TO RAISE AND APPROPRIATE \$1,000 to be added to the existing Forest Fire / Fire Mutual Aid Expendable Trust Fund, previously established. (12/31/2020 Balance - \$7,564.84)

**Article 21** To see if the Town will VOTE TO RAISE AND APPROPRIATE \$500 to be added to the existing Planning and Zoning Expendable Trust Fund, previously established. (12/31/2020 Balance - \$1,006.48)

**Article 22** To see if the Town will VOTE TO RAISE AND APPROPRIATE \$5,000 to be added to the existing Landfill/Transfer Station Expendable Trust Fund, previously established. (12/31/2020 Balance - \$13,037.32.

**Article 23** To see if the Town will VOTE TO RAISE AND APPROPRIATE \$1,000 to the existing Energy Expendable Trust Fund, previously established (12/31/2020 Balance - \$2,000.00)

*Jo Carpenter made the motion to accept, and Heidi Behling seconded.*

*Discussion: Katie Stuart asked what goes into the Energy Expendable Trust Fund. Ray Danforth explained that the fund was established a year ago to cover the expense of a sudden increase in energy costs; for example, if oil prices were to double, the fund would be used to pay that unexpected cost. The fund is a safeguard. The articles passed unanimously.*

**Article 24** - To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$1,000 for the purpose of supporting the Family Resource Center in Gorham.

*Heidi Behling made the motion to accept, and Stanley Judge seconded.*

*Discussion: Melanie Devoid asked if the Family Resource Center was still open during the COVID-19 pandemic. Lucy Evans explained that it is open when the schools are open, and they are still doing the afterschool programs, of which Shelburne has 7 students who participate. The article passed unanimously.*

**Article 25** - To see if the Town will VOTE TO RAISE AND APPROPRIATE the sum of \$2,500 for the purpose of supporting the Gorham Community Learning Center in Gorham. (*By petition.*)

*Heidi Behling made the motion to accept, and Robin Henne seconded. There was no discussion and the article passed unanimously.*

**Article 26** - To see if the Town will VOTE TO AUTHORIZE the Selectmen to dispose of Municipal assets (vehicles, recyclables, etc.) under the authority of RSA 31:3.

*Tim Buxton made the motion to accept and Melanie Devoid seconded. There was no discussion and the article passed unanimously.*

**Article 27** - To TRANSACT ANY OTHER BUSINESS that may legally come before said meeting.

*Jo Carpenter pointed out that there were several town positions, both elected and appointed, that are open and need people to fill them.*

*Melanie Devoid mentioned that the Select Board has given the library another year because of the pandemic and asked for volunteers to fill out the remaining Trustee positions. She said the library is getting some use by appointment, and people could call her at her listed number to use the library.*

*Ray Danforth made the motion to adjourn, there were many seconds. This item passed unanimously.*

The meeting was adjourned at 7:32 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Amy S. Kuzma". The signature is written in a cursive, flowing style.

Amy Kuzma, Town Clerk

# FINANCIAL REPORTS



# SUMMARY INVENTORY OF VALUATION

## MS-1 - SEPTEMBER 2021

### VALUE OF LAND

Current Use – 13,212.48 acres (48 owners, 74 parcels)	603,706
Discretionary Preservation Easement – 0.4 acres	75
Residential – 1,190.44 acres	15,819,175
Commercial/Industrial Land – 269.54 acres	1,724,700
<b>Total of Taxable Land – 14,661.57 acres</b>	<b>\$ 18,147,656</b>
<b>Exempt/Non-Taxable Land – 15,642.76 ac.</b>	<b>\$ 10,760,200</b>

### VALUE OF BUILDINGS ONLY

Residential	30,421,496
Manufactured Housing	670,300
Commercial/Industrial	9,386,900
Discretionary Preservation Easements (6)	13,104
<b>Total</b>	<b>\$ 40,491,800</b>
<b>Exempt/Non-Taxable Buildings</b>	<b>\$ 845,800</b>

### ELECTRIC/GENERATING COMPANIES (Utilities)

Great Lakes Hydro America, LLC	3,915,400
PSNH DBA Eversource Energy	1,254,300
CRP NH Gorham, LLC	14,400
<b>Total</b>	<b>\$ 5,184,100</b>

### GAS, OIL & PIPELINE COMPANIES (Utilities)

Portland Pipeline	2,846,400
Portland Natural Gas	20,845,400
<b>Total</b>	<b>\$ 23,777,000</b>

### **TOTAL VALUATION (before exemptions) \$ 87,600,481**

Elderly Exemptions (3)	-90,000
Solar Energy Exemptions (11)	-153,600
<b>NET VALUATION</b>	<b>\$ 87,356,881</b>
<b>LESS UTILITIES</b>	<b>-\$ 28,961,100</b>

### **NET VALUATION WITHOUT UTILITIES \$ 58,395,781**

*Shelburne has 24 Veteran Tax Credits & 3 Service-Connected Total Disabilities.*

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

Selectpersons - Stanley Judge, Lucy Evans, Heidi Behling



# STATEMENT OF APPROPRIATION AND TAXES ASSESSED - 2021

## APPROPRIATIONS

### GENERAL GOVERNMENT

Executive	40,150
Election, Reg. & Vital Statistics	23,189
Financial Administration	36,400
Revaluation of Property	5,244
Legal Expense	7,500
Personnel Admin.	66,147
Planning & Zoning	4,500
General Government Buildings	45,135
Cemeteries	4,380
Insurance	16,211
Regional Association	536

### PUBLIC SAFETY

Police Dept.	0
Ambulance	40,239
Fire Dept.	42,150
Fire Warden	3,400
Building Inspection	3,500
Emergency Management	7,700
Dispatch Service	0

### HIGHWAY & STREETS

Highways	109,360
----------	---------

### SANITATION

Solid Waste Disposal	36,150
----------------------	--------

### HEALTH

Pest Control	200
Health Agencies	630

### WELFARE

Direct Assistance	5,000
-------------------	-------

### CULTURE & RECREATION

Parks & Recreation	4,000
Library	0
Memorial Forest	500

**CONSERVATION**

Conservation Commission 1,000

**DEBT SERVICE**

Principal - L.T. Bonds & Notes 1,718

Interest - Long term Bonds & Notes 753

Interest on Tax Anticipation Note 0

**CAPITAL OUTLAY – Equipment**

Storage Container 3,200

**CAPITAL OUTLAY - Other**

Family Resource Center 1,000

Gorham Community Learning Center 2,500

Revaluation 25,080

**OPERATING TRANSFERS OUT**

Cemetery Maintenance CR 3,800

Cemetery Equipment CR 500

Heavy Highway Equipment CR 30,000

Fire Truck CR 8,300

Fire Equipment CR 8,000

Paving CR 30,000

Revaluation CR 0

Town Building & Renovation CR 2,000

Peabody Farm CR 500

**Expendable Trust**

Forest Fire/Fire Dept. Mutual Aid Expendable Trust 1,000

Household Hazardous Waste 0

Town Vehicle Maintenance Expendable Trust 5,000

Police Services Expendable Trust 22,000

Sand/Gravel Expendable Trust 1,000

General Building Maintenance Expendable Trust 3,000

Library Technology Expendable Trust 0

New Employee Training Expendable Trust 0

Planning and Zoning expendable Trust 500

Landfill/Transfer Station Expendable Trust 5,000

Brook Maintenance Expendable Trust 0

Energy Expendable Trust 1,000

**TOTAL****\$ 703,502**

## **SOURCES OF REVENUE**

### **TAXES**

Land Use Change Tax	0
Yield Taxes	32,402
Payment in Lieu of Taxes	49,448
Interest and Penalties on Taxes	1,750
Excavation Tax	0

### **LICENSES, PERMITS AND FEES**

Business Licenses and Permits	100
Motor Vehicle Permit Fees	85,000
Building Permits	1,400
Other Permits, Licenses & Fees	750
From Federal Government	7,000

### **FROM STATE**

Municipal Aid	0
Room & Meals	27,771
Highway Block Grant	12,878
Other - RR Tax	4,704

### **FROM FEDERAL GOVERNMENT**

FEMA	0
------	---

### **CHARGES FOR SERVICES**

Landfill - PAYT Bags	8,000
Other Charges - Plowing, Burial Fees	1,300

### **MISCELLANEOUS REVENUES**

Sale of Municipal Property	0
Interest on Investments	75
Other - Dividends, Insurance Reimb, grant, etc.	3,200

### **INTERFUND OPERATING TRANSFERS IN**

Special Revenue Funds	3,200
Reserve Funds	21,460
Trust Funds	100

### **OTHER FINANCING SOURCES**

Proceeds from Long-term note	0
Taken from surplus to reduce taxes	30,000
Voted from surplus	7,600

**TOTAL** **\$ 298,138**

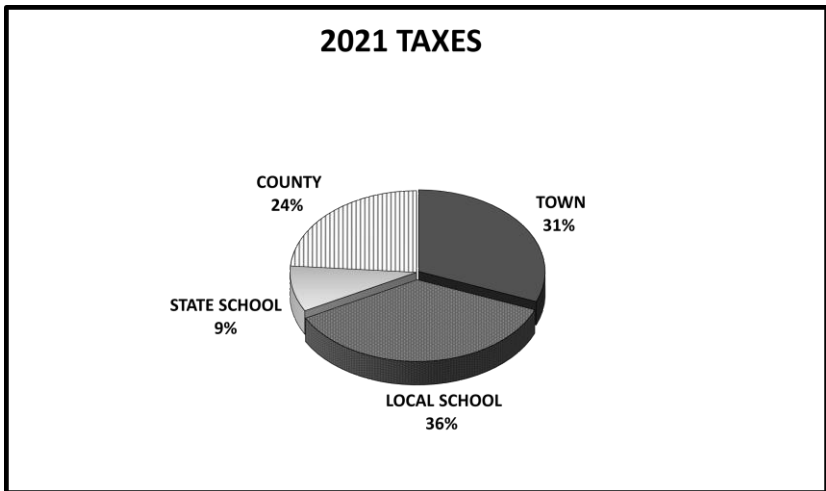
**TAX RATE COMPUTATION**

Total Town Appropriations	703,502
Less: Revenues	-298,138
Less: Shared Revenue	0
Add: Overlay	30,553
War Services Credits	4,500
<b>Net Town Appropriation</b>	<b>440,417</b>
<b>Net Local Regional School Tax Assessment</b>	<b>513,767</b>
<b>State Education Tax Assessment</b>	<b>85,897</b>
<b>Net County Tax Assessment</b>	<b>336,896</b>
<b>Total of Town, School &amp; County</b>	<b>\$1,376,977</b>
Less: War Service Credit	-4,500
Property Taxes to be raised	\$1,372,477
Net Assessed Valuation	\$87,356,881
Assessed Valuation - no utilities	\$58,395,781

The tax rate breaks down as follows:

<b>Town:</b>	<b>\$ 5.04 per \$ 1,000</b>
<b>Local School:</b>	<b>\$ 5.88 per \$ 1,000</b>
<b>State School:</b>	<b>\$ 1.47 per \$ 1,000</b>
<b>County:</b>	<b>\$ 3.86 per \$ 1,000</b>
<b>Total</b>	<b>\$16.25 per \$ 1,000</b>

*Note: Shelburne's equalized valuation ratio for 2021 was 102%.*



**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES**

Title of Appropriation	Amount of Appropriation	Expenditures	Unexpended Balances	Overdrafts
Executive	\$ 40,150.00	\$ 38,928.38	\$ 1,221.62	\$ 0.00
Elec, Reg. & Vital Stat.	23,189.00	21,867.67	1,321.33	0.00
Financial Admin.	36,400.00	36,274.18	125.82	0.00
Legal Expense	7,500.00	3,673.66	3,826.34	0.00
Revaluation of Property	5,244.00	3,744.00	1,500.00	0.00
Employee Benefits	66,147.00	57,909.62	8,237.38	0.00
Planning & Zoning	4,500.00	4,657.38	0.00	157.38
General Government Buildings	45,135.00	48,158.24	0.00	3,023.24
Cemeteries	4,380.00	3,763.63	616.37	0.00
Insurance	16,211.00	13,433.25	2,777.75	0.00
Regional Association	536.00	536.00	0.00	0.00
Ambulance	40,239.00	40,239.00	0.00	0.00
Fire Dept.	42,150.00	37,501.94	4,648.06	0.00
Fire Warden	3,400.00	3,085.76	314.24	0.00
Building Inspection	3,500.00	3,636.48	0.00	136.48
Emergency Management	7,700.00	7,309.80	390.20	0.00
Dispatch	0.00	0.00	0.00	0.00
Highway	109,360.00	76,449.48	32,910.52	0.00
Solid Waste Disposal	36,150.00	31,499.50	4,650.50	0.00
Health Agencies	630.00	379.00	251.00	0.00
Animal Control	200.00	0.00	200.00	0.00
Welfare	5,000.00	0.00	5,000.00	0.00
Parks & Recreation	4,000.00	4,250.55	0.00	250.55
Library	0.00	0.00	0.00	0.00
Memorial Forest	500.00	362.50	137.50	0.00
Conservation Commission	1,000.00	1,000.00	0.00	0.00
Principal - Long Term Note	1,718.00	1,715.57	2.43	0.00
Interest - Long Term Note	753.00	754.58	0.00	1.58
Interest - Tax Anticipation Note	0.00	0.00	0.00	0.00
Fire Truck Lease Payment	44,430.00	44,429.48	0.52	0.00
Container	3,200.00	3,000.00	200.00	0.00
Revaluation	25,080.00	25,080.00	0.00	0.00
Family Resource Center	1,000.00	1,000.00	0.00	0.00
Gorham Comm. Learning Ctr.	2,500.00	2,500.00	0.00	0.00
To Capital Reserve Funds	83,100.00	83,100.00	0.00	0.00
To Expendable Trust Fund	38,500.00	38,500.00	0.00	0.00
<b>TOTAL</b>	<b>\$ 703,502.00</b>	<b>\$ 638,739.65</b>	<b>\$ 68,331.58</b>	<b>\$ 3,569.23</b>

## **TOWN OFFICER SALARIES**

<b><u>OFFICE</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
Selectpersons (3)	\$1,600	\$2,000
Town Clerk	\$17-\$17.50/hr.	\$18.00/hr.
Deputy Town Clerk	\$100	\$100
Moderator	\$100/election	\$100/election
Supervisors of Checklist (3)	\$10/sitting \$60/election	\$20/sitting \$80/election
Ballot Clerks (2)	\$80/election	\$80/election
Treasurer	\$1,250	\$1,500
Deputy Treasurer	\$100	\$150
Tax Collector	\$3,800	\$3,800
Deputy Tax Coll.	\$300	\$100
Auditor	\$800	\$900
Trustees of Trust Funds (3)	\$100	\$200
Code Enforce. Officer	\$500 + fees	\$500 + fees

## TOWN CLERK REPORT

Motor Vehicle Fees	85,956.00
Auto Titles	184.00
Auto Transfers	180.00
Credit	9.00
Town Clerk Fees	1,254.00
Municipal Agent Fees	153.00
Dog Licenses	497.50
Vital Stats copies	235.00
Checklist copies	440.00
UCCs	<u>45.00</u>
<b>Total</b>	<b>\$ 88,953.50</b>

Amy Kuzma, Town Clerk

## SCHEDULE OF TOWN PROPERTY

Town Hall, Land & Buildings	329,200.00
Contents	120,000.00
Library	10,000.00
Fire Dept. Land, Building	158,400.00
Equipment	440,000.00
Chester C. Hayes Memorial Park	144,500.00
Park Pavilion, Play Equip, etc.	9,100.00
Town Memorial Forest & Evans Cemetery	186,500.00
Property - 2 lots	60,700.00
Wheeler & Leadmine Cemeteries	114,200.00
Peabody House & Land	178,600.00
Contents	10,000.00
Transfer Station Building	40,000.00
Equipment	37,500.00
Contents	5,000.00
New Highway Garage	500,000.00
Equipment	440,000.00
Contents	200,000.00
Sand Shed	75,000.00
Materials	10,000.00
Town Landfill Site	<u>135,800.00</u>
<b>Total</b>	<b>\$ 3,204,500.00</b>

# TAX COLLECTOR REPORT

## Summary of Tax Accounts

Fiscal Year Ended December 31, 2021

### DEBITS

#### UNCOLLECTED AT THE BEGINNING OF THE YEAR

	2021	2020	2019
Property Taxes:	0.00	21,775.00	0.00
Excavation Tax:	0.00	0.00	0.00
Land Use Change:	0.00	0.00	0.00
Yield Tax:	0.00	0.00	0.00
Prop. Tax Credit Bal:	(294.15)		

#### TAXES COMMITTED DURING THIS FISCAL YEAR

Property Taxes:	1,372,525.00	0.00	0.00
LU Change Tax:	0.00	0.00	0.00
Yield Tax:	32,402.23	0.00	0.00
Excavation Tax:	0.00	0.00	0.00

#### OVERPAYMENT REFUNDS

Property Taxes:	1,760.23	0.00	0.00
Interest – Delinquent Tax:	220.42	733.68	0.00

**TOTAL DEBITS: \$ 1,406,623.73    \$ 22,508.68            \$ 0.00**

### CREDITS

#### REMITTED TO TREASURER DURING THIS FISCAL YEAR

	2021	2020	2019
Property Taxes:	1,339,195.50	17,324.00	0.00
LU Change:	0.00	0.00	0.00
Yield Taxes:	32,402.23	0.00	0.00
Interest:	220.42	550.18	0.00
Penalties:	0.00	183.50	0.00
Excavation Tax:	0.00	0.00	0.00
Conversion to Lien:	0.00	4,451.00	0.00

#### ABATEMENTS MADE DURING THIS FISCAL YEAR

Property Taxes:	2,030.23	0.00	0.00
Yield Tax:	0.00	0.00	0.00
Current Levy Deeded:	0.00	0.00	0.00

#### UNCOLLECTED AT THE END OF THE FISCAL YEAR

Property Taxes:	33,275.41	0.00	0.00
LU Change Taxes:	0.00	0.00	0.00
Yield Taxes:	0.00	0.00	0.00
Prop. Tax Credit Bal:	(500.06)	0.00	0.00

**TOTAL CREDITS: \$1,406,623.73    \$ 22,508.68            \$ 0.00**



## **LIEN SUMMARY**

### **SUMMARY OF DEBITS**

#### **UNREDEEMED & EXECUTED LIENS**

	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Unredeemed:	0.00	0.00	4,692.92	5,676.79
Liens Executed:	0.00	4,771.32	0.00	0.00
Interests & Costs				
Collected:	0.00	0.00	0.00	967.19

#### **TOTAL**

**LIEN DEBITS:                    \$0.00   \$4,771.32   \$4,692.92   \$6,643.97**

### **SUMMARY OF CREDITS**

#### **REMITTED TO TREASURER DURING THIS FISCAL YEAR**

	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Redemptions:	0.00	0.00	0.00	2,232.81
Interest./Costs:	0.00	0.00	0.00	967.19
Abatements:	0.00	0.00	0.00	0.00
Liens Deeded:	0.00	0.00	0.00	0.00
Unredeemed				
Bal - Year End:	0.00	4,771.32	4,692.92	3,443.97

#### **TOTAL**

**LIEN CREDITS:                    \$0.00   \$4,771.32   \$4,692.92   \$6,643.97**

If anyone is having problems paying their taxes, please call the Tax Collector's Office for more information on exemptions and credits that may be available to qualified individuals.

It should be noted that the date to apply for any credit or exemption is April 15<sup>th</sup>.

Amy Kuzma, Tax Collector

## TREASURER'S REPORT

### Checking Account

<b>Opening Balance 1/1/21</b>	<b>\$ 292,096.33</b>
Revenues	1,622,428.84
Transfers from other accounts	302,400.00
Expenditures	(1,498,669.03)
Transfers to other accounts	(444,885.91)
<b>Balance 12/31/21</b>	<b>\$ 273,370.23</b>

### Conservation Commission Savings Account

<b>Opening Balance 1/1/21</b>	<b>\$ 7,144.99</b>
Interest Earned	1.48
Transfers from other accounts	1,024.20
<b>Balance 12/31/21</b>	<b>\$ 8,170.67</b>

### NH Public Deposit Investment Pool

<b>Opening Balance 1/1/21</b>	<b>\$ 94,057.73</b>
Interest Earned	36.97
Transfers from other accounts	513,472.94
Transfers to CRF/ETF	(121,600.00)
Transfers to Checking Account	(300,000.00)
<b>Balance 12/31/20</b>	<b>\$ 185,967.64</b>

### Land Use Change Account

<b>Opening Balance 1/1/21</b>	<b>\$ 180.03</b>
Revenues	0.00
Interest Earned	0.04
Transfers to other accounts	(0.00)
<b>Balance 12/31/21</b>	<b>\$ 180.07</b>

### Landfill Special Revenue Fund

<b>Opening Balance 1/1/21</b>	<b>\$ 6,898.45</b>
Revenues	0.00
Transfers from other accounts	3,802.75
Interest Earned	1.37
Transfers to other accounts	(2,400.00)
<b>Balance 12/31/21</b>	<b>\$ 8,302.57</b>

**Town Forest Account**

<b>Opening Balance 1/1/21</b>	<b>\$ 2,197.38</b>
Interest Earned	0.44
<b>Balance 12/31/20</b>	<b>\$ 2,197.82</b>

**ARPA Funds**

<b>Opening Balance 1/1/21</b>	<b>\$0.00</b>
Transfers from other accounts	18,058.96
Interest Earned	1.16
<b>Balance 12/31/21</b>	<b>\$ 18,060.12</b>

**Total Of All Funds On-hand on  
December 31, 2021** **\$ 496,249.12**

David M. Landry, Treasurer



## BALANCE SHEET - DECEMBER 31, 2021

### ASSETS

**CASH**

General Fund	273,370.23
Invest. Pool	185,967.64

**CAPITAL RESERVE FUNDS**

Heavy Highway	200,122.89	
Paving	49,843.37	
Revaluation	4.87	
Cemetery Maint.	11,769.94	
Peabody Museum	10,191.62	
Cemetery Equip	4,787.03	
Town Building & Renov.	7,448.47	
Fire Equip	3,258.89	
Fire Truck	<u>152,194.16</u>	439,620.34

**TRUST FUNDS**

Cemetery	19,834.81	
Library	2,758.59	
Wheeler Cemetery	1,561.58	
Forest Fire/Fire Mutual Aid	8,566.43	
HH Hazardous Waste	1,071.22	
Vehicle Maintenance	17,344.71	
Sand/Gravel	2,233.99	
Buildings Maint.	6,781.36	
Police Services	8,409.21	
New Employee	7.04	
Brook Maintenance	6,078.75	
Landfill/Transfer Station	6,602.01	
Planning & Zoning	1,006.72	
Energy	3,000.43	
Library Tech	<u>957.05</u>	86,213.80

**OTHER ACCOUNTS**

Library		
Checking	173.17	
Savings	2,554.89	
Cons. Commission	8,170.67	
Land Use Change	180.07	
Town Forest	2,197.82	
Landfill Fees	<u>8,302.57</u>	21,579.19

**ACCOUNTS RECEIVABLE**

Cem. Perpet. Care	191.00	
Haz Mit. Plan Grant	7,000.00	
Tax Collector		
Uncollected taxes		
Property - 2021	32,775.35	
Tax Liens	<u>12,908.21</u>	52,874.56

**TOWN PROPERTY**

Land & Buildings	1,932,000.00	
Equipment	1,262,500.00	
Inv. & Supplies	<u>10,000.00</u>	
		<u>3,204,500.00</u>

**TOTAL ASSETS**

**\$4,264,126.76**

## BALANCE SHEET - DECEMBER 31, 2021

### LIABILITIES & NET WORTH

**ACCOUNTS PAYABLE**

School District	184,664.00
AVRRDD Mt. Carberry Ldfill	834.15
Eversource	19.90
Eversource	244.33
NCI sign Shop	2,300.00
Mapping & Planning Solutions	<u>7,000.00</u>

**195,062.38**

**OVERLAY**

**52,963.86**

**MONIES ENCUMBERED FOR DEPARTMENTS**

Motor Vehicle Credits	<b>9.00</b>
Micucci Money	<b>227.52</b>
Hus-skiers recording fee	<b>20.55</b>

**CAPITAL RESERVE FUNDS**

Heavy Highway	200,122.89
Paving	49,843.37
Revaluation	4.87
Cem. Maint.	11,769.94
Peabody Farm	10,191.62
Cem. Equip.	4,787.03
Town Bldg & Renov	7,448.47
Fire Equip	3,258.89
Fire Truck	<u>152,194.16</u>

**439,621.24**

**TRUST FUNDS**

Cemetery	19,834.81
Wheeler Cemetery	1,561.58
Library	2,758.59
Forest Fire/Fire Mutual Aid	8,566.43
HH Waste	1,071.22
Vehicle Maint.	17,344.71
Sand/Gravel	2,233.99
Bldg. Maint.	6,781.36
Polices Services	8,409.21
New Employee	7.04
Brook Maintenance	6,078.75
Landfill/Transfer Station	6,602.01
Planning & Zoning	1,006.72
Energy	3,000.43
Library Tech	<u>957.05</u>

**86,213.90**

**REVOLVING FUNDS**

Library	2,728.06
Conservation Comm.	8,170.67
Land Use Change	180.07
Town Forest	2,197.82
Landfill Fees	<u>8,302.57</u>

**21,579.19**

**NET WORTH**

**3,204,500.00**

**SURPLUS**

**263,929.12**

**TOTAL LIABILITIES & NET WORTH**

**\$4,264,126.76**

## SUMMARY OF REVENUE

Revenue from Tax Collector	1,397,820.98
Revenue from Town Clerk	88,953.50
From State and Federal Government	112,857.06
From Local Sources	19,779.94
Miscellaneous	3,359.14
From CR & Trusts	91,472.94
<b>TOTAL REVENUES</b>	<b>\$ 1,714,243.56</b>

## SUMMARY OF EXPENDITURES

General Government	231,681.78
Public Safety	84,772.98
Highway Department	75,149.48
Solid Waste Disposal	30,665.35
Health/Welfare	379.00
Culture & Recreation	4,612.85
Conservation Commission	225.00
Payment to Capital Reserve	83,100.00
Payment to Expendable Trust	38,500.00
County Budget	336,896.00
School District	575,048.00
Tax Lien	4,771.32
Encumbered Money	4,135.83
Container	3,000.00
Revaluation	25,080.00
Family Resource Center	1,000.00
Gorham Community Learning Center	2,500.00
Principle – Solar Note	1,715.57
Interest – Solar Note	754.58
Fire Truck Lease	44,429.48
Miscellaneous	71,851.81
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,620,269.03</b>

# DETAILED STATEMENT OF REVENUES

## TAX COLLECTOR

Property Taxes	1,356,313.59
Property Taxes – Overpayments	250.06
Property Taxes – Pre-payments	250.00
Interest – Property taxes	954.10
Excavation Tax	0.00
Yield Taxes	32,402.23
Land Use Change Tax	0.00
Interest – Land Use Change	0.00
Interest – Yield Tax	0.00
Tax Sale Redemption	2,232.81
Conversion to Lien	4,451.00
Interest – Tax Lien	<u>967.19</u>
	<b>\$ 1,397,820.98</b>

## TOWN CLERK

Motor Vehicle Registration	85,956.00
Motor Vehicle Credit	9.00
Motor Vehicle Titles	184.00
Motor Vehicle Transfers	180.00
Motor Vehicle – Clerk Fees	1,254.00
Motor Vehicle – Municipal Agent Fees	153.00
Checklist Copies	440.00
Dog Licenses	494.50
Dog Fines	3.00
Vital Statistics	235.00
Marriage License	0.00
UCC'S	<u>45.00</u>
	<b>\$ 88,953.50</b>

## STATE OF NH & FEDERAL GOVERNMENT

NH Highway Block Grant	12,875.18
Meals & Room Tax	27,770.68
Railroad Tax	4,704.24
ARPA Funds	18,058.96
Fed Forest	<u>49,448.00</u>
<i>Accounts Receivable of \$7,000.00</i>	<b>\$ 112,857.06</b>

**FEES AND PERMITS**

Building Permits	2,974.19
Pistol Permits	50.00
Driveway Permits	50.00
Planning Board	<u>50.00</u>
	<b>\$ 3,124.19</b>

**CHARGE FOR SERVICES**

Snow Plowing & Sanding	695.00
Burial Fees	<u>650.00</u>
	<b>\$ 1,345.00</b>

**INCOME FROM DEPARTMENTS**

Garbage Bags	9,271.00
Sale of Recyclables (transfer to Ldfill Fees Acct)	712.00
Transfer Station Fees (transfer to Ldfill Fees Acct)	<u>3,090.75</u>
	<b>\$ 13,073.75</b>

**INTEREST**

All Accounts	<b>\$ 57.05</b>
--------------	-----------------

**MISCELLANEOUS**

Copy Fees	27.00
Sale of Cemetery Lots	2,200.00
250 <sup>th</sup> Celebration	10.00
Plan. Board/ZBA - Costs Reimbursed	279.50
Employee Reimbursements	8.50
Janitorial Products Settlement	25.51
Hus-skiers – Recording Fee	20.55
Solar Reimbursements	1,104.79
NH the Beautiful Grant	600.00
Forest Fire Equipment Grant	<u>1,263.24</u>
	<b>\$ 5,539.09</b>

**INTERFUND OPERATING TRANSFERS IN**

Withdrawn from Trust funds*	31,183.73
Withdraw from Capital Reserve Funds*	<u>60,289.21</u>
	<b>\$ 91,472.94</b>

*Accounts Receivable of \$191.00*

*\*This was done as a transfer between accounts in the Investment pool and does not show in the checkbook income.*

**TOTAL RECEIPTS ALL SOURCES**

**\$ 1,714,243.56**



# DETAILED SCHEDULE OF EXPENDITURES

## GENERAL GOVERNMENT

### EXECUTIVE – 4130

#### Ads

The Conway Daily Sun 462.00

#### Dues & Publications

NH Municipal Association 1,082.00  
NH Association of Assessing Officials 20.00  
NH Municipal Manager Association 55.00  
Clean Energy Association 250.00  
Berlin Daily Sun 39.99  
LexisNexus Matthew Bender Co., Inc. 719.66  
2,166.65

#### Postage

461.48

#### Repairs

W.B. Mason - copier contract 325.00

#### Salaries

Selectmen, Moderator, Adm. Assistants 30,758.57

#### Supplies

Staples - various supplies 288.97  
WIX.com - website host 228.85  
HP Ink 61.88  
Go To Meeting 292.20  
Secured Network Services 1,144.06  
Walgreens - greeting card 3.99  
Northway Bank - safety deposit box rental 70.00  
Corrigan Screen Printing - plaques 174.35  
McAfee 99.99  
2,364.29

#### Miscellaneous

Avitar Associates - tax maps 710.00  
Minuteman Press - town report 680.39  
Town & Country Motor Inn - town meeting 75.00  
Tri-County CAP 925.00  
2,390.39

### **TOTAL EXECUTIVE**

**\$ 38,928.38**

## **ELECTION, REGISTRATION & VITAL STATS - 4140**

### Ads

The Daily Sun 482.00

### Conferences & Meetings

78.00

### Dues & Publications

NH City & Town Clerks' Association 20.00

### Remit Dog License Fees to State

Treasurer, State of NH 185.50

### Mileage

Amy Kuzma 36.40

### Postage

45.93

### Salaries

Wages, town clerk, dep. town clerk, election officials 11,201.02

### Supplies

Subway - election meal 115.46

Staples - various supplies 207.61

HP.com - laser printer 409.98

Treasurer, State of NH - MV agent stamp 25.00

OwlStamp.com - ink pad 20.60

Secured Network Services 1,144.06

IDS - dog tags 91.11

2,013.82

### Vital Records Fees

State of NH 116.00

### Other

Avitar - software support 1,239.00

Avitar - MAAP & Boat Modules 6,450.00

7,689.00

## **TOTAL ELECTIONS**

**\$ 21,867.67**

## **FINANCIAL ADMINISTRATION - 4150**

### Ads

The Conway Daily Sun 36.00

### Conferences & Meetings

Tax Collector's Conference 50.00

### Deeds

Registry of Deeds - record tax liens & tax redemp. 4.55

### Dues & Publications

NH Tax Collector's Association. 40.00

NHGFOA - Jo, Dave, & Noelle 105.00

145.00

### Forester

Haven Neal Forestry Services 315.00

<u>Postage</u>	596.96
<u>Mileage</u>	39.42
<u>Salaries</u>	
Wages - Tax Coll/Dep., Adm Assts., Treas./Dep. Auditors, Trustees of Trust Funds	29,275.64
<u>Software Support</u>	
Avitar Associates, Assessing & Tax Collect	2,600.00
<u>Supplies</u>	
Intuit - payroll service	650.00
Intuit - update QuickBooks	299.95
Intuit - checks & envelopes	495.97
Staples - various supplies	317.33
HR Direct - labor posters	159.98
NH Poster Compliance – labor posters	79.94
Secured Network Services	1,144.06
Avitar - tax bills	<u>64.38</u>
	3,211.61
<b>TOTAL FINANCIAL</b>	<b>\$ 36,274.18</b>
<b>REVALUATION OF PROPERTY – 4152</b>	
Avitar - contract	3,744.00
<b>TOTAL REVALUATION</b>	<b>\$ 3,744.00</b>
<b>LEGAL EXPENSES – 4153</b>	
Wystack Frizzell	3,673.66
<b>TOTAL LEGAL</b>	<b>\$ 3,673.66</b>
<b>PERSONNEL ADMINISTRATION - 4155</b>	
Social Security & Medicare - town's share	15,502.96
NH Unemployment Comp.	500.00
HealthTrust - Dental	1,727.11
HealthTrust - Health	27,561.42
HealthTrust - S.T. Disability	342.52
HealthTrust - L.T. Disability	539.68
NH Retirement System	11,703.43
AVH - drug testing & consortium fees	<u>32.50</u>
<b>TOTAL PERSONNEL</b>	<b>\$ 57,909.62</b>

## **PLANNING & ZONING - 4191**

### Ads

The Conway Daily Sun 760.50

### Conferences

Land Use Conference 0.00

### Dues & Publications

2021 Planning RSA's 18.00

### Postage

Postmaster, Gorham, NH 211.00

### Salaries

Wages – Admin. Assists 2,498.39

### Supplies

Staples 109.50

Coos County - deeds 10.00

York Land Services - map printing 25.00

John Carpenter- reimb. expense – map storage box 24.99

169.49

## **TOTAL PLANNING**

**\$ 3,657.38**

*Accounts Payable of \$1,000.00*

## **GENERAL GOVERNMENT BUILDINGS - 4194**

### Salaries

Wages – Janitor & Public Works 23,972.48

### Supplies

Jo Carpenter - reimb. wreath 50.00

Impact Fire - test & replace fire extinguishers 403.50

Ken Simonoko - reimb. expense - supplies 60.58

Gorham Hardware - keys & various supplies 72.34

Rockingham Electric Supply 31.77

Emedco - signs, eye washes 323.62

White Mountain Lumber 253.74

Flag Store 61.21

Michael Prange - reimb. KW meters 77.97

Staples - cleaning supplies 514.02

Gorham Water & Sewer - drinking water test 30.00

SafetySigns.com - diesel tank sign 14.49

H2O Distributors - UV light bulb 119.00

2,012.24

### Repairs

Irving Energy - 3 service contracts 980.80

Treasurer, State of NH - boiler certificates 200.00

WindowInserts.com - inserts for FD windows 488.80

Irving Energy – clean furnace & repairs 891.31

2,560.91

Utilities & Fuel

Eversource - electric bills	2,902.47
Irving Energy – propane	5,633.28
Irving Energy – heating oil	3,878.46
Time Warner Cable - internet & TV	2,953.52
Time Warner Cable - telephone	<u>2,723.90</u>
	18,091.63

Other

Sevee & Maher - Spill Prevention Training	1,256.75
---	----------

**TOTAL BUILDINGS**

**\$ 47,894.01**

*Accounts Payable of \$264.23*

**CEMETERIES – 4195**

Fuel

NH DOT - gasoline	127.88
-------------------	--------

Repairs

54.58

Salaries

Wages	3,057.02
-------	----------

Supplies

Lee T. Corrigan - loam	500.00
------------------------	--------

JThomas Parts – mower blades	<u>24.15</u>
------------------------------	--------------

524.15

**TOTAL CEMETERIES**

**\$ 3,763.63**

**INSURANCE - 4196**

Primex Workers Compensation	3,768.03
-----------------------------	----------

Primex Property and Liability	<u>9,665.22</u>
-------------------------------	-----------------

**TOTAL INSURANCE**

**\$ 13,433.25**

**REGIONAL ASSOCIATION - 4197**

North Country Council - 2021 dues	536.00
-----------------------------------	--------

**TOTAL REGIONAL**

**\$ 536.00**

**TOTAL GENERAL GOVERNMENT**

**\$ 231,681.78**

## **PUBLIC SAFETY**

**POLICE – 4210** *See Police Service Exp. TR* **\$ 0.00**

### **AMBULANCE - 4215**

Town of Gorham - 4/1/20 to 3/31/21 40,239.00

**TOTAL AMBULANCE** **\$ 40,239.00**

### **FIRE DEPARTMENT - 4220**

#### Dues & Publications

NH State Firemen's Assn. - dues 532.00

#### Fuel

Irving Energy - diesel 950.29

Treasurer, State of NH – gas 64.41

1,014.70

#### Mutual Aid

Northern NH Mutual Aid - Dues 250.00

#### Salaries

Fires 139.89

Training - Local 12,191.04

Accidents 2,360.80

Ambulance Calls 0.00

Inspections 87.00

Power Lines/Power Outages 1,048.15

Repairs 0.00

Clerical 2,104.24

Officers' Meetings 4,014.39

Mutual Aid 590.15

Stipends - Chief & Asst. Chief 3,500.00

Forest Fires - (mutual aid) 1,170.79

Other 1,912.98

29,119.43

#### Physicals

340.00

#### Repair

O'Reilly Auto Parts 608.09

#### Supplies

Bergeron Protective Clothing 133.99

Labonville - Fuel additive 90.00

Randy Davis - reimb. expense 19.95

Industrial Protection Services 1,450.97

Ossipee Mountain Electronics – batteries 200.80

Sanel NAPA - supplies 112.09

Grainger - air compressor motor 324.97

Northern Tool - gas cans 420.76

Town of Gorham – Fire Dept. hydraulic equip. 500.00

Mary Davis - reimb. expense	114.11
Impact Fire Service - inspect & service fire extinguishers	170.50
Staples - SDS binder	21.58
Ben's Uniforms	801.04
Neptune, Inc. - Name tag	17.00
My Parking Signs -2 LED hand-held stop signs	415.36
Emedco - oil absorbent	88.70
Creative Thread - shirts	318.00
O'Reilly Auto Parts	167.90
	<u>5,367.72</u>

Training Costs

State of NH - Firefighter 1 Class x 2	270.00
---------------------------------------	--------

**TOTAL FIRE DEPARTMENT \$ 37,501.94**

**FIRE WARDEN**

<u>Payroll</u>	105.88
----------------	--------

<u>Supplies</u>	
Robert Langlands - reimb. expense	289.00
Creative Threads	56.00
Treasurer, State of NH - forest fire gear & equip.	<u>2,634.88</u>
	<u>2,979.88</u>

**TOTAL FIRE WARDEN \$ 3,085.76**

**BUILDING INSPECTION – 4240**

<u>Dues &amp; Publications</u>	
International Code Council	145.00

<u>Salaries</u>	
Building Inspector - stipend	500.00
Building Inspector - salary from fees	<u>2,974.19</u>
	<u>3,474.19</u>

<u>Supplies</u>	
Staples - orange cardstock	17.29

**TOTAL BUILDING INSPECTION \$ 3,636.48**

**EMERGENCY MANAGEMENT – 4290**

<u>Supplies</u>	
SafetySigns.com	109.80

<u>Other</u>	
American Red Cross - donation	200.00

**TOTAL EMERGENCY MANAGEMENT \$ 309.80**

*Accounts Payable of \$7,000.00*

**TOTAL PUBLIC SAFETY \$ 84,772.98**

# **HIGHWAYS & STREETS**

## **HIGHWAY DEPARTMENT - 4312**

### Cell phone

U.S. Cellular & Reimb. Zack Wight 1,101.90

### Dues & Publications

55.00

### Fuel

Treasurer, State of NH - gasoline 47.95

Irving Energy - diesel 8,501.61

8,549.56

### Repairs

Berlin City Auto 528.00

Allied Equipment 58.36

Finditparts.com 46.67

Southworth-Milton - parts for backhoe 387.88

McDermont Truck - inspections & repairs 1,010.35

O'Reilly Auto Parts 241.18

Leon Costello - put on winter tires 60.00

2,332.44

### Salaries

Wages - Highway Dept. 57,093.86

### Supplies

Sanel NAPA 1,016.82

US Cellular, installment payment & insurance 147.88

Lawson Products - nuts/bolt pins 1,508.77

Allied Equipment, plow blades 105.21

Labonville 129.14

Ken Simonoko - reimb. expense 397.57

AirGas USA 519.02

Uline 65.50

Emedco 101.50

Northern Tool - gas cans, welding screen 576.54

Gorham Water & Sewer - water for highway garage 75.84

Staples 61.29

Lee T. Corrigan LLC 457.57

O'Reilly Auto Parts 697.98

White Mountain Lumber 81.57

Pike Industries 74.52

6,016.72

## **TOTAL HIGHWAY & STREETS**

**\$ 75,149.48**

*Accounts Payable of \$1,300.00*



## **SANITATION**

### **SOLID WASTE DISPOSAL – 4324**

#### Mt. Carberry Fees

AVRRDD Mount Carberry Landfill (124.54 tons) 7,525.44

#### Salaries

Wages - Transfer Station 9,222.15

#### Conferences & Meetings

0.00

#### Septage Fee

Town of Gorham 500.00

#### Disposal Fees

Chapman Scrap Metal - haul bulky waste (48.02 tons) 2,550.00

North Conway Incinerator - municipal waste (76.52 tons) 2,850.00

5,400.00

#### Mileage

Zack Losier Wight - haul recyclables to AVRRDD 372.96

#### Supplies

Boxes & Bags – green bags 6,955.00

White Mountain Lumber - supplies to repair steps 426.36

Ken Simonoko - reimb. expense. plastic wrap 28.97

Northern Tool - lifting tongs 34.47

7,444.80

#### Other

Treasurer, State of NH - licenses 100.00

NRRA - dues 100.00

200.00

### **TOTAL SANITATION**

**\$ 30,665.35**

*Accounts Payable of \$834.15*

## **HEALTH/WELFARE**

### **PEST CONTROL – 4414**

**\$ 0.00**

### **HEALTH AGENCIES - 4415**

Northern Human Services 379.00

### **TOTAL HEALTH AGENCIES**

**\$ 379.00**

### **WELFARE - 4442**

### **TOTAL WELFARE**

**\$ 0.00**

### **TOTAL HEALTH /WELFARE**

**\$ 379.00**

**CULTURE & RECREATION**

**PARKS & RECREATION - 4520**

Gasoline

NHDOT 127.89

Salaries

Wages - Parks Department 2,549.20

Repairs

O'Reilly Auto Parts 54.58

Jon Parks Tractor 334.00

388.59

Supplies

Ken Simonoko - reimb. supplies 153.04

Sanel NAPA 7.69

JThomas Parts 24.15

184.88

Other

Town of Gorham - recreation fee 1,000.00

**TOTAL PARKS & REC**

**\$ 4,250.55**

**LIBRARY - 4550**

**TOTAL LIBRARY**

**\$ 0.00**

**MEMORIAL FOREST - 4590**

Salaries

Wages 325.00

Supplies

The Flag store 32.30

Treasurer, State of NH - gasoline 5.00

37.30

**TOTAL MEMORIAL FOREST**

**\$ 362.30**

**TOTAL CULTURE & RECREATION**

**\$ 4,612.85**

**CONSERVATION**

**CONSERVATION COMMISSION - 4611**

Dues & Publication

NH Assoc. of Cons. Comm. - dues 225.00

*\$775.00 transferred to CC Savings Acct*

**TOTAL CONSERVATION COMMISSION**

**\$ 225.00**

**DEBT SERVICE**

PRINCIPAL LONG TERM NOTE – 4711	1,715.57
INTEREST LONG TERM NOTE – 4721	754.58
FIRE TRUCK LEASE	44,429.48
INTEREST TANS	0.00
<b>TOTAL DEBT SERVICE</b>	<b>\$ 46,899.63</b>

**CAPITAL OUTLAY**

**CAPITAL OUTLAY – MACH., VEHIC. & EQUIP. – 4902**

Chapman - Container	3,000.00
<b>TOTAL OUTLAY MACH., VEHIC. &amp; EQUIP.</b>	<b>\$ 3,000.00</b>

**CAPITAL OUTLAY - BUILDINGS – 4903**

<b>TOTAL OUTLAY BUILDING</b>	<b>\$ 0.00</b>
------------------------------	----------------

**CAPITAL OUTLAY - OTHER IMPROVEMENTS - 4909**

Family Resource Center	1,000.00
Gorham Community Learning Center	2,500.00
Revaluation	25,080.00
<b>TOTAL OUTLAY OTHER</b>	<b>\$ 28,580.00</b>

**OPERATING TRANSFERS OUT**

**TRANSFER TO CAPITAL RESERVE FUND - 4915**

Cemetery Equipment CR	500.00
Fire Equipment CR	8,000.00
Heavy Highway CR	30,000.00
Town Building & Renovation CR	2,000.00
Paving CR	30,000.00
Peabody Farm CR	500.00
Revaluation CR	0.00
Cemetery Maintenance CR	3,800.00
Fire Truck CR	<u>8,300.00</u>
<b>TOTAL CRF</b>	<b>\$ 83,100.00</b>

*These were done as transfers between accounts in the Investment Pool and do not show in the checkbook expenditures.*

**TRANSFER TO EXPENDABLE TRUST**

Fire Mutual Aid Expendable Trust	1,000.00
Town Vehicle Maintenance Expendable Trust	5,000.00
Sand/Gravel Expendable Trust	1,000.00
Household Hazardous Waste Expendable Trust	0.00
Buildings Maintenance Expendable Trust	3,000.00
Library Technology Expendable Trust	0.00
Police Services Expendable Trust	22,000.00
Planning/Zoning Expendable Trust	500.00
Brook Maintenance Expendable Trust	0.00
Landfill/Transfer Station	5,000.00
Energy Expendable Trust	1,000.00
New Employee Training Expendable Trust	<u>0.00</u>

**TOTAL ETF** **\$ 38,500.00**

*These were done as transfers between accounts in the Investment Pool and do not show in the checkbook expenditures.*

**TAX LIEN**

Amy Kuzma, Tax Collector **\$ 4,771.32**

**COUNTY TAX - 4931**

Treasurer Coos County **\$ 336,896.00**

**SCHOOL DISTRICT - 4933**

GRS Co-op School District **\$ 575,048.00**  
*Accounts Payable of \$160,104.00*

**ENCUMBERED MONEY**

AVRRDD Mt. Carberry Landfill	917.90
North Conway Incinerator	285.00
Eversource	344.17
Gorham Hardware	25.00
Waystack Frizzell	750.00
O'Reilly's Auto Parts	107.81
Airgas	121.28
Treasurer, State of NH	21.00
MB Electric - generator switch	1,491.19
Ken Simonoko - Reimburse from Micucci money	<u>72.48</u>

**TOTAL ENCUMBERED** **\$ 4,135.83**

**MISCELLANEOUS - 4960**

ST Dis, LT Dis, Dental & Health Acct.	120.03
Northway Bank charges	20.00
Recording fee - Hus-skiers	20.55
Bergeron Protective Clothing - equipment	3,574.62
Ossipee Mountain Electronics - radios & batteries	9,594.40
Industrial Protection Services - ice rescue suit & nozzle	911.00
Town & Country Motor Inn - 2020 tax abatement	1,760.23
Dennis Lancey - refund tax overpayment	39.00

AVRRDD - Household Hazardous Waste Day	786.10
Mapping & Planning Solutions - official town road map	500.00
Robert Judson - new park pavilion roof	4,900.00
Ken Simonoko - reimb. paint cost	116.97
Sherwin Williams - paint	198.22
Pike Industries - paving	19,034.00
Treasurer, State of NH, Police services- details	18,838.29
Sevee & Maher Engineers - water tests & permit renewal	11,438.40
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 71,851.81</b>

**TOTAL ALL EXPENDITURES**                      **\$ 1,620,269.03**



## DEPARTMENTAL REVENUES

Under the Municipal Budgeting System, each municipality must budget using gross expenses by department. The associated revenues are not permitted to be deducted to reflect the net operating expenses. In order to clarify the interrelationship of the departments' revenues and expenses, the following information is being offered:

1. **Executive** – This budget includes all of the Town's copier expenses. When used for non-town business, the Town receives compensation. The Town also receives reimbursements for other expenses such as public hearing costs. In 2021, these revenues totaled **\$27.00**. Miscellaneous fees of **\$60.00** were also received.
2. **Elections, Registration, etc.** – The associated revenues include fees from motor vehicle registrations, dog registrations, and UCC's. For 2021, motor vehicle fees totaled **\$89,507.00**. Fees for checklists totaled **\$440.00**. Fees for dog licenses and fines totaled **\$497.50**. Vital Statics and UCC's totaled **\$280.00**.
3. **Financial** – Costs of registering liens are recovered in the liening process. In 2021, **\$1,921.29** was received in interest on taxes and liens. The Town also collected **\$32,402.33** in yield taxes.
4. **Revaluation of Property** – No associated revenues.
5. **Legal** – No associated revenues.
6. **Personnel Adm.** – For 2021, **\$2,771.18** was received from HealthTrust as a premium holiday for health, dental, and short-term disability insurance.
7. **Planning** – The associated revenues include fees from the applications for site plan reviews, subdivisions, ZBA hearings and any associated expenses. For 2021, these fees totaled **\$329.50**.
8. **Buildings** – A refund of **\$490.79** was received from Eversource for the excess production of solar electricity and **\$614.00** was received from Knollwood Energy from the sale of energy credits. A settlement of **\$25.51** was also received from a cleaning supply judgement.
9. **Cemeteries** – This budget is partially offset by the interest received on Cemetery Perpetual Care Trust Funds, burial fees, and money withdrawn from the Cemetery Maintenance CRF. In 2021, the interest received was **\$191.00**. Burial fees in the amount of

**\$650.00** were received. **\$2,000.00** was withdrawn from the Cemetery Maintenance CR to offset maintenance costs. Three cemetery lots were sold for a total of **\$2,200.00**.

10. **Insurance** – In 2021, the Town received a Workers’ Compensation insurance credit of **\$737.97**.
11. **Regional Assoc.** – No associated revenues.
12. **Ambulance** – No associated revenues.
13. **Fire & Fire Warden** – The Fire Department receives 50% reimbursement for fire warden training and forest fire fighting. In 2021, a Forest Fire Grant of **\$1,263.24** was received.
14. **Building Insp.** – The Code Enforcement Officer’s salary is made up of a stipend and the collected building permit fees. In 2021, the permit fees totaled **\$2,974.19**.
15. **Emergency Management** – In 2021, a grant Of **\$7,000.00** was awarded for work on the Hazard Mitigation Plan from the Federal Government. When the project is completed, the Town will receive the monies.
16. **Highway** – This department receives occasional income from sanding private driveways, the State highway block grant, and some other items. In 2021, revenues for sanding totaled **\$695.00**, the Highway Block Grant totaled **\$12,875.18**, and miscellaneous reimbursements of **\$8.50** were also received.
17. **Solid Waste** – This department receives revenues of disposal fees for various items collected at the transfer station, and from the sale of PAYT “green” bags. In 2021, **\$3,802.75** was received in disposal fees and for the sale of recyclables. **\$9,271.00** was received from the sale of green bags.
18. **Health & Animal Control** – No associated revenues.
19. **Parks** – The cost of a portable toilet placed in the park was covered by The Cross NH Adventure Trail.
20. **Library** – The library received donations of books.
21. **Memorial Forest** – In 2021, **\$72.48** was used from the gift received in memory of Lorraine Micucci.
22. **Conservation** – No associated revenues.
23. **Welfare** – No associated revenues.
24. **Principal-Long-term Note** –No associated revenues.
25. **Interest-Long-term Note** – No associated revenues.
26. **TAN Interest** – No associated revenues.
27. **Container Purchase** – A grant of **\$600.00** was received from NH the Beautiful towards the purchase of the container.

## **SHELBURNE TRUST FUNDS**

Cemetery Perpetual Care - There are 47 individual funds managed as one common trust fund.

Library Trust Fund and Library Technology Expendable Trust Fund - The Trustee of Trust Funds hold the trust fund for the Library.

Capital Reserve Funds - There are nine active capital reserve funds: Cemetery Maintenance, Cemetery Equipment, Heavy Highway Equipment, Fire Truck, Town Road Paving, Town Building & Renovation, Revaluation, Peabody Farm Museum, and Fire Department Equipment

Expendable Trust Funds - There are eleven expendable trust funds: Forest Fire/Fire Mutual Aid, Household Hazardous Waste, Town Vehicle Maintenance, Sand/Gravel, General Building Maintenance, Police Services, New Employee Training, Brook Maintenance, Planning and Zoning, Landfill/Transfer Station, and Energy Expendable Trust Fund.

Special Trust Fund - There is one special Trust Fund: The Wheeler Cemetery Fund, established by a gift to the Town from the estate of Joanne B. Harriman.

GRS Cooperative School District Funds - The Shelburne Trustees of Trust Funds were chosen at the 2005 School District Meeting to manage the four capital reserve funds, three expendable trust funds, two scholarship funds, and three trust funds, for the GRS Cooperative School District.

Detailed accounts have been delivered to the Selectmen, Auditors, Attorney General, and The NH Department of Revenue Administration. A summary of all accounts appears on the following pages.



## SHELBURNE TRUST FUNDS - DETAIL

	PRINCIPAL	INCOME	TOTAL
<b>Library Trust Fund</b>			
Balance 12/31/20	1,368.76	1,389.24	2,758.00
Income - 2021	<u>0.00</u>	<u>.59</u>	<u>0.59</u>
<b>Balance 12/31/21</b>	<b>1,368.76</b>	<b>1,389.83</b>	<b>2,758.59</b>
<b>Town Cemeteries Perpetual Care Trust Funds</b>			
Balance 12/31/20	10,055.00	9,896.61	19,951.61
Income - 2021	0.00	4.14	4.14
Withdrawn - 2021	<u>(0.00)</u>	<u>(120.94)</u>	<u>(120.94)</u>
<b>Balance 12/31/21</b>	<b>10,055.00</b>	<b>9,779.81</b>	<b>19,834.81</b>
<b>Wheeler Cemetery Trust Fund</b>			
Balance 12/31/20	1,490.89	70.34	1,561.23
Income - 2021	<u>0.00</u>	<u>0.35</u>	<u>0.35</u>
<b>Balance 12/31/21</b>	<b>1,490.89</b>	<b>70.69</b>	<b>1,561.58</b>
<b>Cemetery Maintenance CR</b>			
Balance 12/31/20	9,967.23	0.00	9,967.23
Income - 2021	4,300.00	2.71	4,302.71
Withdrawn - 2021	<u>(2,497.29)</u>	<u>(2.71)</u>	<u>(2,500.00)</u>
<b>Balance 12/31/21</b>	<b>11,769.94</b>	<b>0.00</b>	<b>11,769.94</b>
<b>Cemetery Equipment CR</b>			
Balance 12/31/20	4,140.02	146.11	4,286.13
Income - 2021	<u>500.00</u>	<u>0.90</u>	<u>500.90</u>
<b>Balance 12/31/21</b>	<b>4,640.02</b>	<b>147.01</b>	<b>4,787.03</b>
<b>Heavy Highway CR</b>			
Balance 12/31/20	170,087.26	0.00	170,087.26
Income - 2021	30,786.10	35.63	30,821.73
Withdrawn - 2021	<u>(786.10)</u>	<u>(0.00)</u>	<u>(786.10)</u>
<b>Balance 12/31/21</b>	<b>200,087.26</b>	<b>35.63</b>	<b>200,122.89</b>
<b>Fire Truck CR</b>			
Balance 12/31/20	139,970.71	3,892.50	143,863.21
Income - 2021	<u>8,300.00</u>	<u>30.95</u>	<u>8,330.95</u>
<b>Balance 12/31/21</b>	<b>148,270.71</b>	<b>3,923.45</b>	<b>154,194.16</b>
<b>Peabody Farm Museum CR</b>			
Balance 12/31/20	9,689.58	0.00	9,689.58
Income - 2021	<u>500.00</u>	<u>2.04</u>	<u>502.04</u>
<b>Balance 12/31/21</b>	<b>10,189.58</b>	<b>2.04</b>	<b>10,191.62</b>

**Town Building and Renovation CR**

Balance 12/31/20	3,381.80	65.36	5,447.16
Income – 2021	<u>2,000.00</u>	<u>1.31</u>	<u>2,001.31</u>
<b>Balance 12/31/21</b>	7,381.80	66.67	<b>7,448.47</b>

**Town Road Paving CR**

Balance 12/31/20	38,866.68	0.00	38,866.68
Income – 2021	30,000.00	10.69	30,010.69
Withdrawn – 2021	<u>(19,023.61)</u>	<u>(10.69)</u>	<u>(19,034.00)</u>
<b>Balance 12/31/21</b>	49,843.37	0.00	<b>49,843.37</b>

**Revaluation CR**

Balance 12/31/20	19,117.87	343.07	19,460.94
Income – 2021	0.00	3.93	3.93
Withdrawn – 2021	<u>19,113.00</u>	<u>(347.00)</u>	<u>(19,460.00)</u>
<b>Balance 12/31/21</b>	4.87	0.00	<b>4.87</b>

**Fire Equipment CR**

Balance 12/31/20	9,336.30	0.00	9,336.30
Income – 2021	8,000.00	2.61	8,002.61
Withdrawn – 2021	<u>(14,077.41)</u>	<u>(2.61)</u>	<u>(14,080.02)</u>
<b>Balance 12/31/21</b>	3,258.89	0.00	<b>3,258.89</b>

**Forest Fire/Fire Dept. Mutual Aid ET**

Balance 12/31/20	7,564.84	0.00	7,564.84
Income – 2021	<u>1,000.00</u>	<u>1.59</u>	<u>1,001.59</u>
<b>Balance 12/31/21</b>	7,664.84	1.59	<b>8,566.43</b>

**Household Hazardous Waste ET**

Balance 12/31/20	1,848.50	8.46	1,856.96
Income – 2021	0.00	.36	.36
Withdrawn – 2021	<u>(777.28)</u>	<u>(8.82)</u>	<u>(786.10)</u>
<b>Balance 12/31/21</b>	1,071.22	0.00	<b>1071.22</b>

**Vehicle Maintenance ET**

Balance 12/31/20	12,342.11	0.00	12,342.11
Income – 2021	<u>5,000.00</u>	<u>2.60</u>	<u>5,002.60</u>
<b>Balance 12/31/21</b>	17,342.11	2.60	<b>17,344.71</b>

**Sand/Gravel ET**

Balance 12/31/20	1,233.74	0.00	1,233.74
Income – 2021	<u>1,000.00</u>	<u>0.25</u>	<u>1,000.25</u>
<b>Balance 12/31/21</b>	2,233.74	0.25	<b>2,233.99</b>

**General Buildings Maintenance ET**

Balance 12/31/20	8,994.44	0.00	8,994.44
Income – 2021	3,000.00	2.11	3,002.11
Withdrawn – 2021	<u>(5,213.08)</u>	<u>(2.11)</u>	<u>(5,215.19)</u>
<b>Balance 12/31/21</b>	<b>6,781.36</b>	<b>0.00</b>	<b>6,781.36</b>

**Police Services ET**

Balance 12/31/20	5,244.53	0.00	5,244.53
Income – 2021	22,000.00	2.97	22,002.97
Withdrawn – 2021	<u>(18,835.32)</u>	<u>(2.97)</u>	<u>(18,838.29)</u>
<b>Balance 12/31/21</b>	<b>8,409.21</b>	<b>0.00</b>	<b>8,409.21</b>

**Library Technology ET**

Balance 12/31/20	900.00	56.82	956.82
Income – 2021	<u>0.00</u>	<u>0.23</u>	<u>0.23</u>
<b>Balance 12/31/21</b>	<b>900.00</b>	<b>57.05</b>	<b>957.05</b>

**New Employee Training ET**

Balance 12/31/20	7.04	0.00	7.04
Income – 2021	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Balance 12/31/21</b>	<b>7.04</b>	<b>0.00</b>	<b>7.04</b>

**Brook Maintenance ET**

Balance 12/31/20	6,000.00	77.49	6,077.49
Income – 2021	<u>0.00</u>	<u>1.26</u>	<u>1.26</u>
<b>Balance 12/31/21</b>	<b>6,000.00</b>	<b>78.75</b>	<b>6,078.75</b>

**Planning/Zoning ET**

Balance 12/31/20	1,000.00	6.48	1,006.48
Income – 2021	500.00	0.24	500.24
Withdrawn – 2021	<u>(493.28)</u>	<u>(6.72)</u>	<u>(500.00)</u>
<b>Balance 12/31/21</b>	<b>1,006.72</b>	<b>0.00</b>	<b>1,006.72</b>

**Landfill /Transfer Station ET**

Balance 12/31/20	13,000.00	37.32	13,037.32
Income – 2021	5,000.00	3.09	5,003.09
Withdrawn – 2021	<u>(11,397.99)</u>	<u>(40.41)</u>	<u>(11,438.40)</u>
<b>Balance 12/31/21</b>	<b>6,602.01</b>	<b>0.00</b>	<b>6,602.01</b>

**Energy ET**

Balance 12/31/20	2,000.00	0.00	2,000.00
Income – 2021	<u>1,000.00</u>	<u>0.43</u>	<u>1,000.43</u>
<b>Balance 12/31/21</b>	<b>3,000.00</b>	<b>0.43</b>	<b>3,000.43</b>

**GRAND TOTAL SHELBURNE FUNDS**

**\$495,597.10 \$30,238.04 \$525,835.14**

**GRS Cooperative Funds (Breakdown in GRS Report)**

Balance 12/31/20	1,017,920.43	(8,376.46)	1,009,543.97
Income - 2021	131,161.00	211.16	131,372.16
Withdrawn - 2021	<u>(75,251.09)</u>	<u>(149.46)</u>	<u>(75,400.55)</u>
<b>Balance 12/31/21</b>	<b>1,073,830.34</b>	<b>(8,314.76)</b>	<b>1,065,515.58</b>

**ALL FUNDS HELD BY SHELBURNE TRUSTEES**

**AS OF DEC. 31, 2021**

**\$1,591,350.72**

Lucinda Bragg, Lucie Kinney - Trustees of Trust Funds



# LIBRARY FINANCIAL REPORT

## CHECKING ACCOUNT

Balance – 01/01/21	173.17
<b>Balance as of 12/31/21</b>	<b>\$ 173.17</b>

## SAVINGS ACCOUNT

Balance – 01/01/21	2,554.38
<b>Balance as of 12/31/21</b>	<b>\$ 2,554.89</b>

## LIBRARY TRUST FUND

<b>Balance as of 12/31/21</b>	<b>\$ 2,758.59</b>
-------------------------------	--------------------

## LIBRARY TECHNOLOGY EXPENDABLE TRUST FUND

<b>Balance as of 12/31/21</b>	<b>\$ 957.05</b>
-------------------------------	------------------

## RECONCILIATION OF OUTSTANDING LONG-TERM INDEBTEDNESS

### Outstanding Long-Term Debt

<b>As of January 1, 2021:</b>	<b>\$ 407,800.00</b>
-------------------------------	----------------------

### Debt Retirement Fiscal Year 2021:

Long-Term Note Principal Payment	\$ 1,715.57
Outstanding Principal - Long-Term Note	\$ 29,284.40

Fire Truck Lease Principal Payment	\$ 32,581.80
Outstanding Principal – Fire Truck Lease	\$ 344,218.20

### Total Outstanding Long-Term Debt

<b>As of December 31, 2021:</b>	<b>\$ 373,503.23</b>
---------------------------------	----------------------

## AUDITOR'S REPORT

The Annual Audit for 2021 will be available for review at the Town Office after its completion in March.

Joyce Carlisle, Auditor

This page intentionally left blank

# **WARRANT AND BUDGET**



# TOWN OF SHELBURNE TOWN MEETING WARRANT

To the inhabitants of the Town of Shelburne, in the County of Coos, and the State of New Hampshire, qualified to vote in Town affairs; you are hereby notified that:

The polls will open on **Tuesday, March 8, 2022**, beginning at **11 AM** and will not close before **7 PM**. The Annual Town Meeting of the Town of Shelburne, New Hampshire, will be held at the **Shelburne Town Hall** on **Tuesday, March 8, 2022, at 7 PM**, to act upon the following subjects:

1. To **CHOOSE** all necessary Town Officers for the year ensuing (printed ballot).
2. To see if the Town will **VOTE TO APPROVE** the proposed amendments to the Zoning Ordinance (printed ballot).
3. To **HEAR** such reports of Town Officers heretofore chosen and pass any vote relating thereto.
4. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$547,933 for **General Operation**.

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

4130 Executive	\$42,382
4140 Election, Registration, & Vital Statistics	\$20,229
4150 Financial Administration	\$38,903
4152 Revaluation of Property	\$6,000
4153 Legal Expense	\$7,500
4155 Employee Benefits	\$66,738
4191 Planning and Zoning	\$5,050
4194 General Government Buildings	\$48,000
4195 Cemetery	\$2,000



4196 Insurance	\$17,244
4197 Regional Association	\$500
4215 Ambulance	\$49,397
4220 Fire Department	\$42,750
4221 Fire Warden	\$3,400
4240 Building Inspection	\$4,300
4250 Dispatch Agreement	\$0
4290 Emergency Management	\$900
4312 Highway	\$104,535
4324 Solid Waste Disposal	\$30,500
4414 Animal Control	\$200
4415 Health	\$429
4444 Welfare	\$4,875
4520 Parks & Recreation	\$4,000
4550 Library	\$0
4590 Memorial Forest	\$425
4611 Conservation Commission	\$775
4711 Principal Long-term Note	\$1,797
4721 Interest Long-term Note	\$674
4722 Lease Payment	\$44,430
4723 TAN Note	\$0

5. To see if the Town will **VOTE TO AUTHORIZE THE ESTABLISHMENT** of an Expendable Trust Fund pursuant to RSA 31:19a, to be known as the **Safety and Security Expendable Trust Fund**, for the purpose of covering costs associated with ensuring the safety and/or security of employees of the Town of Shelburne; and **TO RAISE AND APPROPRIATE** \$20,000 towards this purpose with said funds to come from the unassigned fund balance and no money will be raised by taxation; and to **APPOINT** the Selectmen as agents to expend from this fund.

*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required).

6. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$2,000 for the maintenance of cemeteries with said funds to come from the **Cemetery Maintenance Capital Reserve Fund** for this purpose, and no money will be raised by taxation. (12/31/2021 Balance - \$11,769.94)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
7. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$5,000 to be added to the existing **Revaluation Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$4.87)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
8. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$12,000 for the purchase of a bailer, with \$8,300 to come from the **Landfill Fees Special Revenue Fund** and the remaining \$3,700 to be raised by taxation. This will be a non-lapsing article per RSA 32:7, VI and will not lapse until the purchase is complete or December 31, 2023, whichever is sooner. (12/31/2021 Balance - \$8,302.57)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
9. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$2,000 to the existing **Town Building and Renovation Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$7,448.47)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

10. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$50,000 to be added to the existing **Heavy Highway Equipment Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$200,122.89)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
11. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$5,600 to be added to the existing **Fire Truck Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$152,194.16)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
12. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$8,000 to be added to the existing **Fire Department Equipment Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$3,258.89)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
13. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$35,000 to be added to the existing **Paving Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$49,843.37)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
  
14. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$500 to be added to the existing **Peabody Farm Museum Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$10,191.62)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

15. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$1,000 to be added to the existing **Cemetery Equipment Capital Reserve Fund**, previously established. (12/31/2021 Balance - \$4,787.03)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
16. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$2,200 to be added to the existing **Cemetery Maintenance Capital Reserve Fund**, previously established, with said funds to come from unassigned fund balance. This represents the sum of money received from the sale of three (3) cemetery lots in 2021. (12/31/2021 Balance - \$11,769.94)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
17. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$1,000 to be added to the existing **Sand/Gravel Expendable Trust Fund**, previously established. (12/31/2021 Balance - \$2,233.99)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
18. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$3,000 to be added to the existing **General Building Maintenance Expendable Trust Fund**, previously established (12/31/2021 Balance - \$6,781.36)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

19. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$3,000 to be added to the existing **Vehicle Maintenance Expendable Trust Fund**, previously established (12/31/2021 Balance - \$17,344.71)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
20. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$1,000 to be added to the existing **Household Hazardous Waste Expendable Trust Fund**, previously established. (12/31/2021 Balance - \$1,071.22)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
21. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$25,000 to be added to the existing **Police Services Expendable Trust Fund**, previously established (12/31/2021 Balance - \$8,409.21).  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
22. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$300 to be added to the existing **Planning and Zoning Expendable Trust Fund**, previously established. (12/31/2021 Balance - \$1,006.72)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
23. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$3,000 to be added to the existing **Landfill/Transfer Station Expendable Trust Fund**, previously established. (12/31/2021 Balance - \$6,602.01)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)

24. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** \$1,000 to the existing **Energy Expendable Trust Fund**, previously established (12/31/2021 Balance - \$3,000.43)  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
25. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$1,000 for the purpose of **supporting the Family Resource Center** in Gorham (*By petition*).  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
26. To see if the Town will **VOTE TO RAISE AND APPROPRIATE** the sum of \$2,500 for the purpose of **supporting the Gorham Community Learning Center** in Gorham (*By petition*).  
*[The Board of Selectmen and the Budget Committee recommend this appropriation.]* (Majority vote required.)
27. To see if the Town will **VOTE TO AUTHORIZE** the Selectmen to dispose of Municipal assets (vehicles, recyclables, etc.) under the authority of RSA 31:3.  
(Majority vote required.)
28. To **TRANSACTION ANY OTHER BUSINESS** that may legally come before said meeting.



New Hampshire  
Department of  
Revenue Administration

2022  
MS-737

Proposed Budget

**Shelburne**

For the period beginning January 1, 2022 and ending December 31, 2022

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

This form was posted with the warrant on: \_\_\_\_\_

**BUDGET COMMITTEE 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
Michael Brosnaga	Budget Committee	<i>[Signature]</i>
DAN LAUDRY	Budget Committee	<i>[Signature]</i>
JANILEY JUDSIE	BOS-Budget Comm.	<i>[Signature]</i>
Francis F Chamberlain	Budget Comm.	<i>[Signature]</i>
DAVID M LAUDRY	BUDGET COMMITTEE	<i>[Signature]</i>

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  
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2021	Appropriations for period ending 12/31/2021	Selectmen's Appropriations for period ending 12/31/2022 (Recommended)	Selectmen's Appropriations for period ending 12/31/2022 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Not Recommended)
<b>General Government</b>								
0000-	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-	Executive	04	\$38,928	\$40,150	\$42,382	\$0	\$42,382	\$0
4140-	Election, Registration, and Vital Statistics	04	\$21,868	\$23,189	\$20,229	\$0	\$20,229	\$0
4150-	Financial Administration	04	\$36,274	\$36,400	\$38,903	\$0	\$38,903	\$0
4152-	Revaluation of Property	04	\$3,744	\$5,244	\$6,000	\$0	\$6,000	\$0
4153-	Legal Expense	04	\$3,674	\$7,500	\$7,500	\$0	\$7,500	\$0
4155-	Personnel Administration	04	\$57,910	\$66,147	\$66,738	\$0	\$66,738	\$0
4191-	Planning and Zoning	04	\$4,657	\$4,500	\$5,050	\$0	\$5,050	\$0
4194-	General Government Buildings	04	\$48,158	\$45,135	\$48,000	\$0	\$48,000	\$0
4195-	Cemeteries	04	\$3,764	\$4,380	\$2,000	\$0	\$2,000	\$0
4196-	Insurance	04	\$13,433	\$16,211	\$17,244	\$0	\$17,244	\$0
4197-	Advertising and Regional Association	04	\$536	\$536	\$500	\$0	\$500	\$0
4199-	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
	<b>General Government Subtotal</b>		<b>\$232,946</b>	<b>\$249,392</b>	<b>\$254,546</b>	<b>\$0</b>	<b>\$254,546</b>	<b>\$0</b>
<b>Public Safety</b>								
4210-	Police		\$0	\$0	\$0	\$0	\$0	\$0
4215-	Ambulance	04	\$40,239	\$40,239	\$49,397	\$0	\$49,397	\$0
4220-	Fire	04	\$40,588	\$45,550	\$46,150	\$0	\$46,150	\$0
4240-	Building Inspection	04	\$3,633	\$3,500	\$4,300	\$0	\$4,300	\$0
4290-	Emergency Management	04	\$7,310	\$7,700	\$900	\$0	\$900	\$0
4299-	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Public Safety Subtotal</b>		<b>\$91,770</b>	<b>\$96,989</b>	<b>\$100,747</b>	<b>\$0</b>	<b>\$100,747</b>	<b>\$0</b>





		Appropriations			
<b>Airport/Aviation Center</b>					
4301-	Airport Operations	\$0	\$0	\$0	\$0
	<b>Airport/Aviation Center Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>					
4311	Administration	\$0	\$0	\$0	\$0
4312	Highways and Streets 04	\$76,449	\$109,360	\$104,535	\$104,535
4313	Bridges	\$0	\$0	\$0	\$0
4316	Street Lighting	\$0	\$0	\$0	\$0
4319	Other	\$0	\$0	\$0	\$0
	<b>Highways and Streets Subtotal</b>	<b>\$76,449</b>	<b>\$109,360</b>	<b>\$104,535</b>	<b>\$104,535</b>
<b>Sanitation</b>					
4321	Administration	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal 04	\$31,499	\$36,150	\$30,500	\$30,500
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
	<b>Sanitation Subtotal</b>	<b>\$31,499</b>	<b>\$36,150</b>	<b>\$30,500</b>	<b>\$30,500</b>
<b>Water Distribution and Treatment</b>					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335-	Water Treatment, Conservation and Other	\$0	\$0	\$0	\$0
	<b>Water Distribution and Treatment Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Electric</b>					
4351-	Administration and 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
	<b>Electric Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Appropriations

<b>Health</b>								
4411	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4414	Pest Control	04	\$0	\$200	\$200	\$0	\$200	\$0
4415-	Health Agencies, Hospitals, and							
4419	Other	04	\$379	\$630	\$429	\$0	\$429	\$0
	<b>Health Subtotal</b>		<b>\$379</b>	<b>\$830</b>	<b>\$629</b>	<b>\$0</b>	<b>\$629</b>	<b>\$0</b>
<b>Welfare</b>								
4441-	Administration and Direct							
4442	Assistance	04	\$0	\$5,000	\$4,875	\$0	\$4,875	\$0
4444	Intergovernmental Welfare		\$0	\$0	\$0	\$0	\$0	\$0
4445-	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Welfare Subtotal</b>		<b>\$0</b>	<b>\$5,000</b>	<b>\$4,875</b>	<b>\$0</b>	<b>\$4,875</b>	<b>\$0</b>
<b>Culture and Recreation</b>								
4520-	Parks and Recreation	04	\$4,251	\$4,000	\$4,000	\$0	\$4,000	\$0
4550-	Library		\$0	\$0	\$0	\$0	\$0	\$0
4583	Patriotic Purposes		\$0	\$0	\$0	\$0	\$0	\$0
4589	Other Culture and Recreation	04	\$362	\$500	\$425	\$0	\$425	\$0
	<b>Culture and Recreation Subtotal</b>		<b>\$4,613</b>	<b>\$4,500</b>	<b>\$4,425</b>	<b>\$0</b>	<b>\$4,425</b>	<b>\$0</b>
<b>Conservation and Development</b>								
4611-	Administration and Purchasing of							
4612	Natural Resources	04	\$1,000	\$1,000	\$775	\$0	\$775	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Conservation and Development Subtotal</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$775</b>	<b>\$0</b>	<b>\$775</b>	<b>\$0</b>



		Appropriations						
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	04	\$1,716	\$1,718	\$1,797	\$0	\$1,797	\$0
4721	Long Term Bonds and Notes - Interest	04	\$755	\$753	\$674	\$0	\$674	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0	\$0	\$0
4790-	Other Debt Service	04	\$44,430	\$44,430	\$44,430	\$0	\$44,430	\$0
	<b>Debt Service Subtotal</b>		<b>\$46,901</b>	<b>\$46,901</b>	<b>\$46,901</b>	<b>\$0</b>	<b>\$46,901</b>	<b>\$0</b>
<b>Capital Outlay</b>								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$3,000	\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$28,580	\$31,780	\$0	\$0	\$0	\$0
	<b>Capital Outlay Subtotal</b>		<b>\$31,580</b>	<b>\$31,780</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$547,933</b>	<b>\$0</b>	<b>\$547,933</b>	<b>\$0</b>



Special Warrant Articles

Account	Purpose	Article	Selectments' Appropriations for period ending 12/31/2022 (Recommended) (Not Recommended)	Selectments' Appropriations for period ending 12/31/2022 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Recommended) (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4195	Cemeteries	06	\$2,000	\$0	\$2,000	\$0
		<b>Purpose: Use of CRF</b>				
4915	To Capital Reserve Fund	07	\$5,000	\$0	\$5,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	09	\$2,000	\$0	\$2,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	10	\$50,000	\$0	\$50,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	11	\$5,600	\$0	\$5,600	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	12	\$8,000	\$0	\$8,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	13	\$35,000	\$0	\$35,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	14	\$500	\$0	\$500	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	15	\$1,000	\$0	\$1,000	\$0
		<b>Purpose: Appropriate to CRF</b>				
4915	To Capital Reserve Fund	16	\$2,200	\$0	\$2,200	\$0
		<b>Purpose: Appropriate to CRF</b>				
4916	To Expendable Trusts/Fiduciary	05	\$20,000	\$0	\$20,000	\$0
		<b>Purpose: To see if the Town will VOTE TO AUTHORIZE THE ESTA</b>				
4916	To Expendable Trusts/Fiduciary	17	\$1,000	\$0	\$1,000	\$0
		<b>Purpose: Appropriate to ETF</b>				
4916	To Expendable Trusts/Fiduciary	18	\$3,000	\$0	\$3,000	\$0



New Hampshire  
 Department of  
 Revenue Administration

2022  
 MS-737

Special Warrant Articles

4916	To Expendable Trusts/Fiduciary	19	Purpose: Appropriate to ETF	\$3,000	\$0	\$3,000	\$0
4916	To Expendable Trusts/Fiduciary	20	Purpose: Appropriate to ETF	\$1,000	\$0	\$1,000	\$0
4916	To Expendable Trusts/Fiduciary	21	Purpose: Appropriate to ETF	\$25,000	\$0	\$25,000	\$0
4916	To Expendable Trusts/Fiduciary	22	Purpose: Appropriate to ETF	\$300	\$0	\$300	\$0
4916	To Expendable Trusts/Fiduciary	23	Purpose: Appropriate to ETF	\$3,000	\$0	\$3,000	\$0
4916	To Expendable Trusts/Fiduciary	24	Purpose: Appropriate to ETF	\$1,000	\$0	\$1,000	\$0
<b>Total Proposed Special Articles</b>				<b>\$168,600</b>	<b>\$0</b>	<b>\$168,600</b>	<b>\$0</b>



Individual Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2022 (Recommended)	Selectmen's Appropriations for period ending 12/31/2022 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2022 (Not Recommended)
4902	Machinery, Vehicles, and Equipment	08	\$12,000	\$0	\$12,000	\$0
			<i>Purpose: Purchase Baler</i>			
4909	Improvements Other than Buildings	25	\$1,000	\$0	\$1,000	\$0
			<i>Purpose: By Petition</i>			
4909	Improvements Other than Buildings	26	\$2,500	\$0	\$2,500	\$0
			<i>Purpose: By Petition</i>			
<b>Total Proposed Individual Articles</b>			<b>\$15,500</b>	<b>\$0</b>	<b>\$15,500</b>	<b>\$0</b>



**Revenues**

Account	Source	Article	Actual Revenues for period ending 12/31/2021	Selection's Estimated Revenues for period ending 12/31/2022	Budget Committee's Estimated Revenues for period ending 12/31/2022
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	04	\$32,402	\$5,000	\$5,000
3186	Payment in Lieu of Taxes	04	\$49,448	\$45,000	\$45,000
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent	04	\$1,921	\$1,500	\$1,500
9991	Inventory Penalties		\$0	\$0	\$0
	<b>Taxes Subtotal</b>		<b>\$83,771</b>	<b>\$51,500</b>	<b>\$51,500</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	04	\$45	\$100	\$100
3220	Motor Vehicle Permit Fees	04	\$87,736	\$87,000	\$87,000
3230	Building Permits	04	\$2,974	\$1,500	\$1,500
3290	Other Licenses, Permits, and Fees	04	\$883	\$850	\$850
3311-	From Federal Government		\$7,000	\$0	\$0
3319	<b>Licenses, Permits, and Fees Subtotal</b>		<b>\$98,638</b>	<b>\$89,450</b>	<b>\$89,450</b>
<b>State Sources</b>					
3351	Municipal Aid/Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	04	\$27,771	\$20,000	\$20,000
3353	Highway Block Grant	04	\$12,875	\$13,000	\$13,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	04	\$4,704	\$3,500	\$3,500
3379	From Other Governments		\$0	\$0	\$0
	<b>State Sources Subtotal</b>		<b>\$45,350</b>	<b>\$36,500</b>	<b>\$36,500</b>



Revenues

<b>Charges for Services</b>					
3401-	Income from Departments	04	\$9,271	\$8,500	\$8,500
3406	Other Charges	04	\$1,345	\$1,200	\$1,200
	<b>Charges for Services Subtotal</b>		<b>\$10,616</b>	<b>\$9,700</b>	<b>\$9,700</b>

<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property		\$0	\$0	\$0
3502	Interest on Investments	04	\$57	\$100	\$100
3503-	Other	04	\$3,779	\$2,500	\$2,500
3509					
	<b>Miscellaneous Revenues Subtotal</b>		<b>\$3,836</b>	<b>\$2,600</b>	<b>\$2,600</b>

<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	08	\$2,400	\$8,300	\$8,300
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds	06	\$21,460	\$2,000	\$2,000
3916	From Trust and Fiduciary Funds		\$100	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
	<b>Interfund Operating Transfers In Subtotal</b>		<b>\$23,960</b>	<b>\$10,300</b>	<b>\$10,300</b>

<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	16, 05	\$7,600	\$22,200	\$22,200
9999	Fund Balance to Reduce Taxes	04	\$30,000	\$20,000	\$20,000
	<b>Other Financing Sources Subtotal</b>		<b>\$37,600</b>	<b>\$42,200</b>	<b>\$42,200</b>
	<b>Total Estimated Revenues and Credits</b>		<b>\$303,771</b>	<b>\$242,250</b>	<b>\$242,250</b>





Budget Summary

Item	Selectmen's Period ending 12/31/2022 (Recommended)	Budget Committee's Period ending 12/31/2022 (Recommended)
Operating Budget Appropriations	\$547,933	\$547,933
Special Warrant Articles	\$168,600	\$168,600
Individual Warrant Articles	\$15,500	\$15,500
Total Appropriations	\$732,033	\$732,033
Less Amount of Estimated Revenues & Credits	\$242,250	\$242,250
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$489,783</b>	<b>\$489,783</b>

Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$732,033</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$1,797
3. Interest: Long-Term Bonds & Notes	\$674
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$2,471
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$729,562</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$72,956
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>

**Maximum Allowable Appropriations Voted at Meeting:** **\$804,989**  
(*Line 1 + Line 8 + Line 11 + Line 12*)

This page intentionally left blank

# **REPORTS OF OFFICERS AND COMMITTEES**



## **SELECTPERSONS REPORT**

The Board of Selectpersons had another challenging year as the pandemic surged several times in Coos County throughout 2021.

The year began with the challenge of putting together the budget. The town budget increased to meet the needs of the town, while the local school and county tax rate portions also increased. These budget increases led to a \$0.02 increase in the town rate, \$0.34 increase in the education rates, and a \$0.05 in the county rate. A town-wide revaluation meant that residents saw an increase in property values due to properties selling significantly above assessed value for the last 24 months. Conversely, values of utilities dropped by approximately \$2.5 million dollars, due to legislative changes that set a method of how utilities are valued. This method is being implemented over four years so we will see changes for three more years. The above items combined resulted in a tax rate increase from \$15.74 to \$16.25 per thousand.

The solar array on the town hall is exceeding the expectations discussed at the town meeting in 2020. Savings and rebates are more than covering the cost of the loan payment.

In April, each town building was inspected by the NH Department of Labor. This was the first such inspection that anyone can remember. While we had a few minor items to correct, everything was finished in June with the final inspection occurring on June 23<sup>rd</sup>. We passed with flying colors!

The Board continued their contract with the NH State Police. Patrols are randomly scheduled based on officer availability or special request. The total spent on 2021 patrols was \$18,838.29. Both the Board and the State Police agree that this liaison continues to be successful,

and a summary of police activity is included in this year's report. Trooper First Class Meredith Favreau, who participated in many Shelburne patrols over the last several years, retired at the end of 2021. The Board has changed the name of Conner Road to Lady Trooper Lane in her honor.

A few incidents have caused the Board to evaluate the security of the town hall and the safety of the people who work and meet there. Improving both is the goal for this this upcoming year. The Board has begun amassing suggestions from Primex and several contractors about what can be done to make things safer and more secure. We hope to have more information to present on this important topic at town meeting.

The Board would like to thank the Conservation Commission for their work with the Conservation Fund and the Mahoosuc Land Trust to bring the Riverlands Project to a successful conclusion. The Board supports their work with the Conservation Fund and the Society for the Protection of New Hampshire Forests on the Shelburne Forest Project. Both of these projects will protect areas of Shelburne that are important to Shelburne's rural character and will not remove any land from taxation.

The Board would like to welcome the many new residents to Shelburne and remind everyone that several openings remain on many committees and boards. Please help keep Shelburne great by participating.

Finally, the Board would like to sincerely thank everyone who works so hard to make Shelburne a special and affordable place to live.

Stanley Judge, Lucy Evans, Heidi Behling - Selectpersons

## **TAX COLLECTOR**

The Town of Shelburne has adopted the bi-annual tax billing process per NH RSA 76:15-a. The first bill is mailed at the end of May and is typically due on or around **July 1<sup>st</sup>**. The final bill is mailed at the end of October/early November and is typically due on or around **December 1<sup>st</sup>**.

In the event a property owner does not receive the original bill, it is the sole responsibility of the property owner to contact the Tax Collector's office for a duplicate property tax bill. *Not receiving a tax bill will not preclude the owner's responsibility for payment of the tax and/or interest and penalties incurred.*

State law mandates that bills be sent to the address of the last known owner. Our Assessing Office updates its records according to information received from the Coos County Registry of Deeds after documents have been recorded.

There may be tax exemptions and credits available to taxpayers if certain criteria are met. Tax exemptions and credits exist for the Elderly, Veterans, and certain types of Disabled individuals. The deadline to apply for any exemption is April 15<sup>th</sup> for that tax year. If granted, tax exemptions and credits can only be applied towards future tax bills and not for previous years. There is also assistance available for those with low- to moderate- income. Any 2021 claims must be filed with the New Hampshire Department of Revenue Administration between **May 1<sup>st</sup>** and **June 30<sup>th</sup>, 2022**. Please see the Tax Collector for information on how to apply.

***Tip: Save a check! If you are paying for more than one parcel, you may total the amounts of all parcels and write one check.***

**Prepayments:** If you do not have your property tax payments made via escrow, and the payment due dates fall at an inconvenient time for you, taxpayers are able to make prepayments on their taxes up to two (2) years in advance. With this method, you can make several smaller payments over a longer period of time before the bill is due. For example: Person A's taxes are \$2000.00 each billing period. Person A can make four (4) payments of \$500 before that billing period's due date and not have to pay \$2,000.00 at once. ***Please note: payment must be made in full before the due date to avoid accruing interest.***

Unfortunately, debit/credit cards are not accepted at this time. Property tax payments must be made in the form of cash or check. Payments are accepted in person, by mail, or by drop box. Thank you!

**Tax Collector Hours:**  
**Tuesdays 12 PM to 6 PM**  
**Wednesdays 10 AM to 2 PM**

Amy Kuzma, Tax Collector



# TOWN CLERK

2021 saw one of the biggest developments in our Town Clerk Office history: processing full vehicle registrations right in one place! I am exaggerating but I am so happy to finally offer this for the town. Beginning December 2021, you can now do both the town and state portion (receive decals and new basic plates) at the Town Clerk's office! Coming soon – you will be able to register boats! We accept cash or check only. If you're paying by check, you will need two: one for the Town of Shelburne and one for State of NH-DMV.

***Tip: Always feel rushed and under pressure when your vehicle registration is due for renewal? You don't have to! You can renew your registration up to four (4) months early. There are no additional costs, and gives you a head start to then get your vehicle inspected with plenty of time to spare! Inspections can also be done up to four (4) months early for up to a total of 16 months.***

The Town Clerk's office also covers the following areas:

**Elections** – You can register to vote and/or request an Absentee Ballot at the Town Clerk's office. I work closely with the Town Moderator and Supervisors of the Checklist to ensure free and transparent elections and voter registration.

**Vital Records** – You can request certified copies of birth, death, and marriage certificates, as well as apply for a New Hampshire marriage license.

**Dog Registrations** – Reminder that it is New Hampshire law to register your dog(s) every year by April 30<sup>th</sup> for a small fee (\$2 - \$9 per dog). These tags are also helpful in identifying your pup if they get away from you and your household for whatever reason, hopefully assisting in getting them back home - safe and sound. A current rabies certificate is required for registration.

## **Town Clerk Hours:**

**Tuesdays 12 PM to 6 PM**

**Wednesdays 10 AM to 2 PM**

Amy Kuzma, Town Clerk



## DEPARTMENT OF PUBLIC WORKS

This past winter brought us a total of only 83 inches of snow. Less time clearing snow meant more time was spent cleaning out culverts and ditching all town-owned roadsides. High water in the spring and fall is always a concern. In order to permanently keep water off the road, a part of North Road in front of the Wheeler Cemetery was paved and raised four inches.

The overgrown brush on Losier Road was cut back five feet and even up to 10 feet in some places. Keeping the roadways wide enough allows for more room to move snow further off the roads.

In late spring, the town was inspected by the NH Department of Labor. This was the first time that all town buildings and equipment had been thoroughly inspected, and yet only a few minor infractions were discovered. All equipment has to be in safe, good running order. Some tools and other items had to be replaced in order to comply with the state's safety regulations. Much time over the following 8-week period was spent bringing the tools and buildings into compliance. After a final reinspection in the summer, the town passed easily.

Please keep in mind that we are a very small, two-man department, responsible for every inch of every town road, and all of the maintenance. We check for snow, ice, and trees on every road, every day prior to the morning commute. This means we live at work and visit our homes "occasionally".

In closing, we also remind you that it is important that you watch for the plow. State and Town law states that **TOWN VEHICLES HAVE THE RIGHT OF WAY**; so slow down, give way, and be safe.

Zack Losier Wight, Director  
Ken Simonoko, Road Agent

## **SHELBURNE WASTE DISTRICT**

In 2021, we continued our cost reduction efforts started in the previous year. The savings in 2021 from the level of 2018 when this effort was begun are \$19,122. Due to COVID concerns, we changed operations so that residents coming to the transfer station did not need to go into the office in the main building.

This year we purchased a metal container for the storage of bales of cardboard and similar materials. The town used \$2,400 from the Landfill Special Revenue Fund and an additional \$600 was covered by a grant from NH the Beautiful. The ability to store baled recyclables, and keep them dry, has made the transfer station operation much smoother and much more efficient.

Pay-As-You-Throw bags are available at both the Town Office and the transfer station, and the cost is still \$7.50 for a roll of 5 bags. In 2021, the sale of collected recyclables brought in \$715 this year. The town received \$3,090 in landfill fees, and \$9,271 from the sale of green bags. The income from sale of bags offset roughly over 29 percent of the solid waste budget for the year. We deposited \$3,805 into the Landfill Special Revenue Fund against future purchases.

The transfer station charges a small amount for items which are neither recyclable nor in green bags. Thus, for example, demolition debris will be charged based on the amount of material brought to the transfer station. For large jobs, such as redoing a room, it is recommended that one hire a roll-off dumpster which can take the material directly to the landfill thus avoiding the need for double handling.

The annual Household Hazardous Waste Collection Day will be held on Saturday, June 11<sup>th</sup>, 2022, at the AVRDD Transfer Station. Details will be available at the Transfer Station as the date approaches. All costs for taking hazardous waste to the collection come from state grants and from the Household Hazardous Waste Expendable Trust Fund. There is no individual cost on the day of collection for Shelburne residents, however, proof of residency is required.

There have been several volunteers that have come to help on Saturdays to make the operation run more smoothly: Thank You! We also wish to thank all who help to make our new way of operating go smoothly, and for helping to reduce the waste.

In addition, State officials have repeatedly told our transfer station operators that we have the cleanest facility in the state – Congratulations!

The Transfer Station Crew



# STATE POLICE REPORT

I would like to take this opportunity to provide a report to the residents of Shelburne regarding the calls for service that the State Police have responded to in your community during 2021. This will hopefully provide you with a good baseline and understanding of the present law enforcement needs that currently exist within the community. Troop F is proud to report that it continues to maintain an active role in policing your community and implementing a community policing style as desired by the Shelburne Select Board.

The State Police responded to calls for service as part of our regular patrol duties. Troopers also conduct specific law enforcement directed patrols specifically dedicated to your community, as requested by the Shelburne Board of Selectmen. Troopers conducted 62, 4-hour directed patrols during the course of the year.

During calendar year 2021, the State Police responded to and investigated the following calls for service in the town of Shelburne:

ASSIST MOTORIST	4
MOTOR VEHICLE ACCIDENT	10
AMBULANCE NEEDED	3
FIRE DEPT. NEEDED	1
ROAD OBSTRUCTION	3
SUSPICIOUS VEHICLE	3
SUSPICIOUS PERSON	2
RAPE	1
BURGLAR ALARM	1
DRUG CASE	2
THEFT	2
DOMESTIC IN PROGRESS	3
DOMESTIC PAST TENSE	1
WANTED PERSON	1
FISH + GAME OFC NOTIFIED	4
911 HANG-UP	2
ANIMAL COMPLAINT	2
DEPARTMENT ASSIST	2

CIVIL STANDBY	2
CIVIL REQUEST	2
COURT ORDERED CHECK IN	1
CRIMINAL MISCHIEF	1
ASSIST DCYF	2
HAZARDOUS OPERATOR	3
NOISE COMPLAINT	3
PEDESTRIAN	1
RESTRAINING ORDER SERVICE	1
SECURITY CHECK	16
SPOTS REQUEST	5
TRAFFIC STOP	1
SUBPOENA SERVICE	1
SUICIDAL SUBJECT	2
CRIMINAL THREATENING	1
VIN VERIFICATION	1
VEHICLE OFF THE ROAD	1
WELFARE CHECK	6

**Grand Total of 97 incidents**

In addition to the above calls-for-service, troopers conducted motor vehicle enforcement resulting in 18 summonses and 64 warnings issued for a total of 82 motor vehicle violations detected and addressed.

In closing, it has been our pleasure to serve the residents of Shelburne during the past year and we look forward to assisting you with your law enforcement requests in 2022.



Respectfully,  
 Staff Sergeant Michael Cote  
 NH State Police Troop F



## **EMERGENCY MANAGEMENT**

Shelburne, luckily, saw no severe weather-related events in 2021. Other portions of New Hampshire were not so fortunate. Some southern towns received several storms with heavy rain resulting in destroyed culverts and road washouts.

Shelburne was spared from major coastal storms due to their tracks up the “Northeast Corridor” being interrupted when they veered east before meaningfully affecting New England.

Shelburne’s Hazard Mitigation Plan lists flooding, high winds, power outages, and travel restriction due to flooding as the major (but not the only) natural hazards. The above-mentioned storm track, snow melt, and ice jams are the main sources of these hazards.

These hazards should be very important considerations in your planning for emergencies and should be taken seriously. Residents should be prepared for the occurrence of lost power, high water events limiting travel, heavy snow/icing, falling limbs.

The Shelburne Public Library has a small, varied collection of instructive pamphlets and resource printings which supply some useful information.

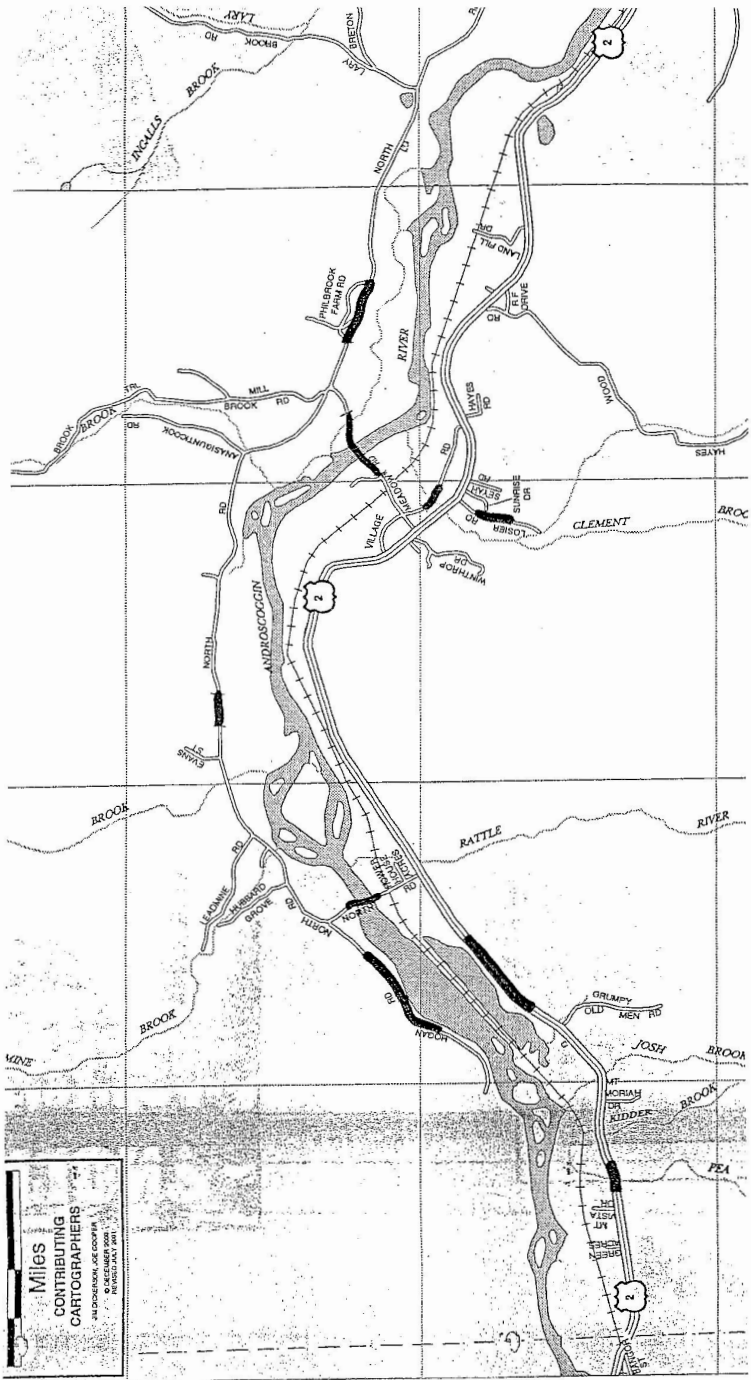
Other valuable resources are available online to help in planning and provide current and forecasted weather conditions as well as potential hazard information:

**[www.readynh.gov](http://www.readynh.gov)**

**[www.forecast.weather.gov](http://www.forecast.weather.gov)**

**[www.redcross.org](http://www.redcross.org)**

Stanley Judge, Director



**AREAS OF SHELBURNE THAT FLOODED**

**October 2017**

## **FIRE DEPARTMENT**

In 2021, the Shelburne Fire Department continued to move forward with training and equipment updates.

Our 18-person department responded to over 21 calls for service in Shelburne and our surrounding mutual aid communities. The majority of our calls have been motor vehicle accidents. We are pleased to report there were no injuries to any of our crew this year. Safety remains our priority.

In an effort to reduce costs, we integrated an online pager program that works with cell phones. With this program, each firefighter will receive a tone and all calls for service to their cellphone, no matter where they are. Current pagers have a certain radius before they no longer receive signal. Because most firefighters carry a phone, this program virtually eliminates the need for our aging and costly pagers.

This year, we said goodbye to former Fire Chief Tommy Hayes after he passed away in October. We had his service at the fire house with many of his family and friends. It was a good way to remember him, as he has done so much for the fire department and town.

We hold our monthly meetings on the second and fourth Tuesday of every month, and welcome members of our community to attend. We're always recruiting new members who have the time and dedication to give to this small-town department.

We would like to thank the town for their continued support.

Chief Randy Davis



# CODE ENFORCEMENT OFFICER

In 2021, eighteen (18) building permits for various projects were issued:

New House	4
Camping Cabin	1
Demolition	1
Out Building / Shed	4
Carport	1
Garage	2
Remodel of Existing Structure	2
Upgrade Solar Array	1
Install HVAC System	1
Upgrade Electrical Service	1

If you are planning any kind of building project, including purchasing a pre-built structure, you must obtain a building permit. Please refer to the **Shelburne Zoning Ordinance** prior to completing the application. The Zoning Ordinance and building permit application(s) are available at the Town Office, as well as on the town website

**[www.townofshelburnenh.com/permits-and-applications](http://www.townofshelburnenh.com/permits-and-applications)**

There are also quite a few state laws concerning both building and demolishing structures that must be complied with. The Code Enforcement Officer has the necessary information to help you comply with these laws. In particular, as the NH Energy Code was revised on April 1, 2010; many more projects now require approval under that code. Please check with the Code Enforcement Officer before replacing doors, windows, or re-roofing.

If anyone has questions about whether or not a project requires a building or demolition permit, please contact the Code Enforcement Officer **BEFORE** the project is started, as an **“after the fact” permit will incur additional fees.** While we do our best to move through submitted applications quickly, incomplete applications will delay the process.

Jeff Willey, Code Enforcement Officer

## PLANNING BOARD

2021 was an extremely active year for the Planning Board.

The Board spent considerable time throughout the year on a variety of topics which included the following:

- **Roads** – After a lengthy review, it was decided that this item should be addressed using the town’s Master Plan, specifically “Chapter 7: Transportation and Roads”. This section was reviewed to accurately portray the actively used roads which in turn developed into creating maps showing the classification of each road from federal highways down to private roads. The private roads identified and mapped in this process will have new signage installed in 2022 which will include verbiage indicating that the town is not responsible the maintenance of these roads nor can it guarantee emergency response on the road. These updates to the Master Plan were approved by the Planning Board following a public hearing on November 23, 2021.
- **Solar Collection Systems** – In order to gain a better understanding of how other NH communities are regulating solar collection systems, the Board reviewed information from several towns. Together with the town’s Energy & Technology Committee and Code Enforcement Officer regulations were developed which allow for residential systems. The regulations also allow for oversight and citizen input concerning larger, non-residential systems. Following a public hearing, the Planning Board approved the ordinances on December 14<sup>th</sup>, 2021. This item will be on the zoning ballot for approval at Town Meeting.
- **Wording change in Zoning** – The term Building Inspector was changed to Code Enforcement Officer which was approved by the Planning Board following Public Hearing on January 10, 2022. This item will be on the zoning ballot for approval at Town Meeting.

- **Fee Schedule** – Fees for Subdivision, Site Plan Review, and Earth Excavation applications have been removed from the regulations and applications. Fee schedules will be available from the Town Office and will be posted on the town website. After many years of no changes, the fees were adjusted to reflect the current costs of processing applications.
- **Dumpsters** – The Shelburne Zoning Ordinances are based on a permissive standard. **This means if a use is not shown in the ordinance, then the use is not permitted.** The Planning Board has been made aware of several residences now using small dumpsters for residential waste collection. After two public hearings in January of 2022, the Board drafted and approved new language concerning dumpsters for residential use, commercial use, and for construction/clean-up. The new language will grandfather all commercial and residential dumpsters that were in place on January 31, 2022, with the provision that should any be in the right of way of a public street, they need to be relocated as soon as possible. The Town asks that businesses and residences with grandfathered dumpsters notify the Town Office of their existence as verification and send a copy of a receipt/contract prior to March 8, 2022. The Planning Board voted unanimously to approve these changes to Shelburne’s Zoning. This item will be on the zoning ballot for approval at Town Meeting

In closing, the Board would like to thank Fran Chamberlain for his 11 years of service on the Planning Board, as he takes some well-deserved time off. His thoughts and insights will be sorely missed. The Board will now have two vacancies: one for a full-time member and one for an alternate member. If anyone is interested, please contact the Town Office

The Planning Board

## PARK COMMISSION

2021 was another year in which the park was well used. It was enjoyed by noticeably more residents, visitors, children, and pets. The Town is so happy it's being used and enjoyed. The lack of mosquitoes this year also made it that much more enjoyable!

As always, there was some housekeeping down in the park; some old trees were cut down and the edge of the tree line was cleaned up.

The biggest change this year was the new roof and beautiful coats of fresh green paint put on the pavilion; what a difference a little paint makes! As the last coat of paint was being brushed on, a flock of geese landed in the newly cut grass. The beauty of Shelburne was evident in that moment, looking north at Mt. Craig and south at the historic Shelburne Union Church.

The Commission would like to thank Marianne Borowski of the Cross New Hampshire Adventure Trail for her generous donation of the portable toilet in the park for another summer.

The Commission would also like to thank Paula Simonoko for purchasing, planting, and maintaining all of the flowers and plants around town. This includes the planter under the park sign, the flowers at the base of the Chester Hayes Memorial Monument, the flowers around the well cap, on either side of "Granny Starbird's Seat", the Memorial Forest garden, and all of the flowers and planters at the town hall - **beautiful!**

Park Commission

## **CEMETERY COMMITTEE**

The Town of Shelburne is responsible for eight (8) cemeteries: Wheeler, Hazleton, Evans, Leadmine, Burbank, Lary, Gates, and Austin.

The care of these cemeteries is not just mowing the grass. All monuments are constructed of limestone and granite and are in constant need of repair due to age and vandalism; even the gates and fences are damaged or stolen. Seeding and loaming the cemeteries is constantly done and mapping and laying out new lots is always on the “to-do” list.

There were three (3) cemetery lots sold in Shelburne in 2021, and there was one cremation burial and one casket burial performed.

Prices for cemetery lots remain at \$800 for a four-grave lot, \$600 for a two-grave lot, and \$400 for a single grave lot. The cost of burial is \$600 for a coffin and \$50 for a cremation urn. To purchase a plot or to schedule a burial, please contact cemetery sextant, Zack Losier Wight, at 603-348-2871. Please remember that winter burials are not permitted. Copies of the Cemetery Regulations are available at the Town Office and at the Transfer Station.

Cemetery Trustees

## **MEMORIAL FOREST**

The Memorial Forest and its iconic birches continue to be a cornerstone of the Town.

“Official” Town Gardener, Paula Simonoko, did another spring planting at the war memorial. Funds for the plants and flowers were donated to the Town in 2020, in memory of Lorraine Micucci, a long-time resident of Shelburne who passed in July of 2020. We honor her as we plant every year.

2021 was another busy year, and the plans to remove the unused fire hydrant and some stumps and replace the picnic table weren’t completed. Hopefully, this can be done in 2022.

Memorial Forest Committee

## **ENERGY & TECHNOLOGY COMMITTEE**

The purpose this committee is twofold: 1.) to reduce the energy expenses and carbon footprint of Shelburne's town buildings, and 2.) to bring high-speed internet to all of Shelburne.

We are continuing to examine the energy usage of town buildings, and to that end have purchased three Kill-A-Watt energy sensors. These easy-to-use devices simply plug into an outlet and monitor the energy use of any appliance that is plugged into them. Arrangements can be made to allow residents to borrow these devices in order to identify a possible energy hog in their home. Perhaps some of you have high energy bills that are driven up by an old freezer or air conditioning unit that can be replaced by a more efficient model. After a short payback period, this can save you money year after year. If you are interested, just ask one of our committee members for more information.

In late summer of 2020, a 16.8 kW solar array was installed on our town hall roof. The goal was to offset 100% of the energy use of the town office while saving money on energy expenses. By taking advantage of a low interest loan and a grant from the Public Utilities Commission, the promise was that this could be accomplished with a zero-payback period. At the time of the first loan payment at the end of July, the solar investment was very close to breaking even (minus \$65), with the shortfall attributed to an unseasonably rainy July. We have every expectation to break even next year.

On the internet front, committee members have been actively participating in broadband committees at the county and state level in order to identify the best options for bringing faster internet to all Shelburne residents. As federal money becomes available to improve rural internet access, we must be ready with a plan to take advantage of this resource.

Energy & Technology Committee

## **CONSERVATION COMMISSION**

The purpose of the Shelburne Conservation Commission (SCC) is two-fold: 1) to promote wise use of Shelburne's natural resources, and 2) to identify and conserve wetlands, forests, rivers, open spaces, watershed areas, unique areas, flood zones, fisheries, wildlife habitats, and scenic vistas. Conservation commissions consist of local volunteers who work to study and protect natural resources.

The commission interacts with the town through the Selectboard and may be requested to provide input into land use decisions by the town planning board or other public agencies such as the zoning board, fire department, or road agent. The commission also has a role in providing input into the permitting processes required through the N.H. Department of Environmental Services.

The commission worked on initiatives and projects in 2021, including:

- The Shelburne Riverlands project, protecting extensive wetlands, floodplains, islands, and forests along the Androscoggin River in Shelburne, became a reality in 2021. The SCC worked with the Mahoosuc Land Trust (MLT), The Conservation Fund, the Select Board, and advocates and donors to support the Mahoosuc Land Trust acquiring approximately 850 acres of islands and other undeveloped mostly shoreline parcels from Bayroot LLC, including several miles of Androscoggin River and inland channels. Over half of the acquisition is in wetlands and overflow channels. Now that MLT is the conservation owner, members of the Conservation Commission are part of the stewardship committee, working with residents and landowners to draft long term forest and general management plans and provide annual monitoring of these lands. Similar to other town forest landowners such as Bayroot, MLT pays property taxes at current use rates. Many thanks go out to the supporting individuals that are assuring these lands adjacent to the Androscoggin River in Shelburne retain their current natural character into the future.

- SCC had been working with NH Dept. of Transportation to improve and open the view in the State's Right-of-Way at the Old Route 2 turnout east of the Nickerson House. Having hit a snag in reaching an agreement with NHDOT, this project is on hold.
- SCC is monitoring the ongoing progress by the Federal Energy Regulatory Commission (FERC) and the landowner Brookfield for the Lead Mine Dam in Shelburne (and seven other dams in the Berlin-Gorham-Shelburne river section). The Federal Energy Regulatory Commission (FERC) has a required public involvement process for a new 30-40-year permit.
- In 2021, SCC began partnering with the Society for the Protection of NH Forests and The Conservation Fund, examining potential conservation land in the Hogan Road and Lead Mine areas. SPNHF owns and manages over 57,000 acres of forestland in our state and holds conservation easements on another 145,000 acres of privately owned land. SPNHF manages its forests to the highest standards and expects to manage the proposed Shelburne properties with local community input and will continue paying local real estate taxes. We hope to host some field visits and conversations with area residents in 2022.

The commission generally meets on the second Wednesday of each month, usually at 6:30 p.m. Meeting agendas and minutes are available through the town office. SCC members encourage anyone with an interest in conservation issues, or those who wish to present information to the commission, to attend our meetings.

Current membership of the commission includes Larry Ely, Stan Judge, Heidi Wight, Cindy Desmond, Joan Chamberlain, and Katie Stuart.

Shelburne Conservation Commission



## HERITAGE COMMISSION



*The Historic Peabody Homestead: This cape with dormers was built in 1826 by Stephan Peabody and lived in by 4 generations of his descendants. The Ell part of the house was once the “Bean Hill School”, now the kitchen and pantry area.*

**The Heritage Commission members currently are:** Dick Lussier, Roger Morrissette, Ken Simonoko, and Heidi Wight. We are very enthusiastic about working together as a team. Anyone interesting in joining our team, please let us know, leave a message at the Town Hall for Heidi Wight, contact information below.

**OPEN HOUSE SCHEDULE:** Due to COVID we have not had an “Open House” in the past 2 summers. We would like to anticipate that we will have an “Open House” this summer, (Mask Mandatory, one family or group per room).

- A special “Storybook Walk” for children will be set up.
- Historic Panels from our previous “250-year celebration” will be on display.
- A coffee mug with a historic photo will be “free” to the first 10 visitors, (1 per family).
- And so much more so...

### **SAVE THE DATE**

**August 14th, 2022, from 11:00 AM to 3:00 PM!**

**The Heritage Commission accomplishments this past year:**

- Always a big “thank you” to Dick and Pat Lussier for teaming up as our treasurers.
- Thank you to Zack Losier Wight and Ken Simonoko for upgrading the bathroom facilities and caring for the property.
- Our “Wildlife Habitat Forest”, including native wildflowers in our garden to attract butterflies and bees continues to be a work in progress. Thank you to the Will O’Brien for the ongoing coordination of this project, as well as the ongoing work of our “nature trail”, led by Biologist Bill O’Neill. We have added more birdhouses, to our nature trail. Will O’Brien plans to record the bird species on our

own data base and send the numbers to E-Bird for the Audubon Society.

- Adam O'Brien from the Gorham High School is worked on the trail as one of his senior projects.
- We are still in the process of restoring the “Peabody Farmhouse” back to the year it was built, 1829 thru the early 1900’s. The Bunkhouse attached to the left side of the Peabody House, is needing to be jacked up and the sills replaced. We are looking for volunteers to assist with this. This project is being led by Dick Lussier.
- Our heartfelt thanks for the many generous donations of personal time, historic items, and monetary from our many supporters, they are greatly appreciated, and needed for success. Great appreciation for a loan and donations of vintage items to our historic, “Peabody Homestead. **Thank you to Mitch Weathers for donation of time and materials building Birdhouses for the Nature Trail.**

### **Mission Statement**

The Heritage Commission is dedicated to the preservation and interpretation of the Historic Peabody House, and the history and heritage of the Town of Shelburne NH. The Heritage Commission seeks to accomplish its mission by preserving, interpreting, collecting, and researching historic material relating to the Historic Peabody House, and the Town of Shelburne; by providing educational services to diverse audiences of all ages and interests, through interactive events , tours, programs , and outreach publications; while working closely, in cooperation with the community and the public, to promote an awareness of and interest in the Historic Peabody House’s history and heritage, also the history and heritage of the Town of Shelburne.

**All those interested in volunteering their time, and sharing ideas and new concepts, please contact us.** We welcome all volunteers or “Friends of the Historic Peabody House”! Our mailing address: Shelburne Heritage Commission, 74 Village Rd., Shelburne, NH 03581, or email Heidi at backcountry\_photography@yahoo.com. Volunteers are needed for many projects including creating displays, historic research, gardening (planning, and preparation), programs, maps, and docents. We also are welcoming volunteers experienced in: the State Register of Historic Places, painting, restoration, carpentry, thru group participation and/or adopting those types of projects, website hosting/manager, many different opportunities.

Heritage Commission

## **SHELBURNE UNION CHURCH**

The Shelburne Union Church is a non-denominational church located in the center of Shelburne Village. The church is customarily opened to the public for services through the months of July and August and for wedding and funeral services. Church Services are generally held on Sunday evening and begin at 7:00 PM lasting approximately one hour. A schedule of officiates is published in The Berlin Sun and posted at the Town Hall and Landfill.

Due to the COVID-19 pandemic, we did not have any services at the church this year. Our annual craft fair and bake sale event did not happen either. The proceeds from this event help to pay for liability insurance for the coming year. With less and less community involvement comes the realization that the church may have to permanently close and subsequently fall into disrepair.

The church will be seeking community input on if the residents of Shelburne wish to see it remain open. The church building needs a new roof, interior and exterior paint, and a wheelchair



ramp. These improvements are awaiting funding and manpower! Anyone interested in helping with these needs or organizing an event to help raise funds for maintenance of the church, please contact Kimberly Landry at 466-5353.

The future of the church depends on the generosity and volunteer hours of those who would like to see it remain open. Please consider getting involved and helping in any way you can.

The Shelburne Union Church Committee

## **SHELBURNE PUBLIC LIBRARY**

The library continued to implement Covid protocols to keep residents safe while visiting the library and attending different activities as the pandemic continued.

The commitment of the library is:

- To focus on literacy and lifelong learning by engaging children and adults in activities that inspire the love of learning.
- To be a gathering place where people can come together and share a book, hobby, or expertise with others while having fun.

The library sponsored an Easter Egg Hunt and Christmas Party for the children this year. Families came together to create two snow sculptures in the village. Congratulations to the Wood families for their winning Funniest Sculpture – “Marshmallow Man”. A good time was had by all! Many thanks to everyone who volunteered their time and donated items for all of the events we had this year.

The library has been blessed by the wonderful residents of this town and other towns who have continued to donate books. Thank you very much! We are still in need of more elementary and middle school level books.

If you are interested in visiting the library or becoming involved, please feel free to contact Melanie at 603-252-1851.

It has been my pleasure serving our community!

Melanie Devoid, Library Trustee

*Santa came to Shelburne!*



*“Marshmallow Man”*

## SHELBURNE TRAILS CLUB

In 2021, the Shelburne Trails Club (STC) continued maintaining Shelburne's "lost trails" and improving and maintaining the existing system of local hiking trails. Club activities were impacted for a second year by the COVID-19 Pandemic, though trail maintenance was still ongoing. Those who would like to be a part of the club and receive notifications should contact Larry Ely, Club Secretary, by E-mail at [shelburnetrails@gmail.com](mailto:shelburnetrails@gmail.com).

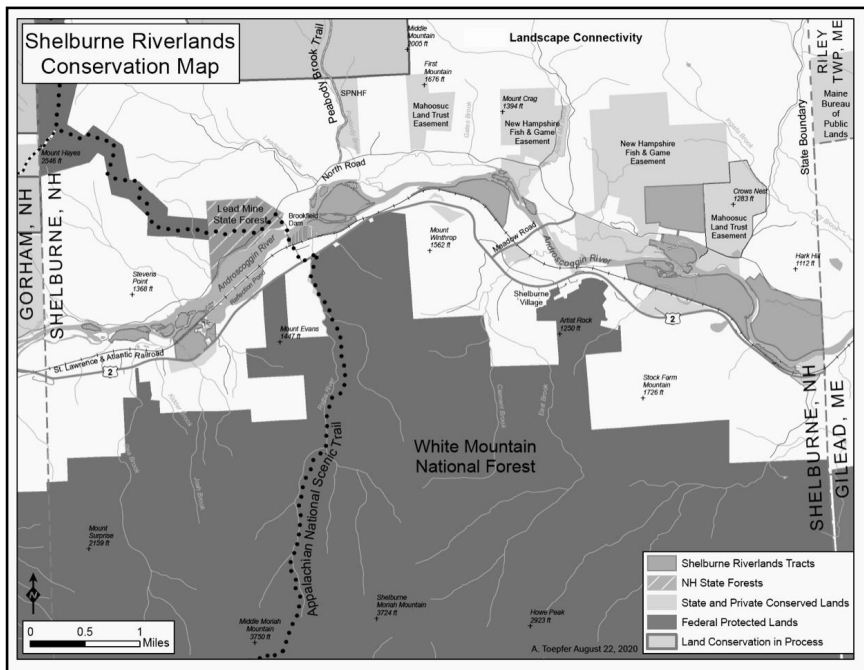
The Club Accomplishments for 2021:



- The club's last "Speakers Series" presentation was held in February 2020 and presentations came to a halt with social distancing and masking still a requirement well into 2022. The club hopes to resume presentations of interest to members and the Shelburne community as soon as conditions permit.
- STC members joined the Shelburne Conservation Commission in May for a second clean-up of the proposed scenic overlook on US Route 2. The conservation commission and town have been trying to negotiate an agreement with NH-DOT for the commission to install and maintain an informational kiosk, set of rustic benches, and sign board identifying the Mahoosuc peaks at the site for the past three years without success. The state's liability insurance requirements have blocked any agreement and the commission will at least continue to seek NH-DOT permission to keep the viewshed open as the state has not been able to do so.
- As COVID restrictions became more relaxed early in the summer, the club held its traditional Spring Volunteer Trails Day with a socially distanced BBQ at First Mountain House following trail work. The Fall Volunteer Trails Day and Annual Meeting came in the midst of a COVID surge, and the Annual Meeting was held early in the morning outside on the lawn of the Philbrook Farm Inn. The members in attendance joined small individual

groups and began trail work on the STC trails throughout the rest of the morning. Sadly, there was no BBQ reward, and early morning coffee and coffee cake were served instead. Volunteers also received a STC ball-cap, t-shirt, or trails map for the day's work.

- The club continued outreach to members and supporters through its Facebook page with more than 600 followers from throughout the region. The Facebook page serves as the club's social media site and can be accessed directly at: <https://www.facebook.com/ShelburneTrailsClub>.
- Mahoosuc Land Trust was successful in its efforts to acquire 880 acres of Shelburne Androscoggin River mainland and island parcels for the Shelburne Riverlands now owned by MLT and stewarded by an MLT Stewardship Subcommittee. The subcommittee is made up of several members from the Shelburne community including town officers and nearby residents. Two STC Board Members also serve on the MLT Board of Directors, MLT's Stewardship Subcommittee, and the Shelburne Conservation Commission. MLT and STC jointly began the layout for a 3-mile trail system on the 216-acre Riverlands parcel on the north side of the river adjacent to the Maine state line and trail work by STC should begin later in the Spring of 2022. A small parking lot will be created on the property by MLT to provide access to the trail system with its dramatic views of the Androscoggin River.
- The Fall Annual Meeting included the election of Julie Reiff to the Board of Directors to replace Larry Ely whose board term had expired. Club officers for 2022 will be President Michael Prange, Treasurer Pat Lussier, and Secretary Larry Ely, with a Vice President still to be determined. Board of Directors for 2022 are Dick Lussier, Michael Prange, Julie Reiff, Katie Stuart, and Nancy Eaton.
- We continue to thank the private Shelburne landowners whose cooperation makes our hiking trails possible and to the many trail volunteers and to the Town of Shelburne for its support and use of Town Hall for meetings and events.



*2021 Annual Meeting at Philbrook Farm Inn*

*2021 Fall Volunteers*





***“Building healthier families & stronger communities through positive relationships, programs & collaborations in the North Country”***

**FRC** works with families to deliver quality evidence-based programs to all families and offers assistance in understanding early childhood development, parent-child interaction, and positive parenting.



This year the Family Resource Center at Gorham has served over 1,870 individuals through its programs, events, and community services throughout the region.

FRC parent education programs work to prevent abuse and neglect in families, reunify families separated due to substance use disorders, support relative caregivers, offer positive solutions to children with difficult behaviors and work one-on-one with parents and caregivers to create family success.

In addition to home visiting, there were workshops for peer support, financial literacy and parents in recovery that were offered in person and remotely to meet the needs of parents.

The Board of Directors & the staff members thank the Town of Shelburne for their past and continuing support. It is a privilege to serve the region improving outcomes for our youth and families.

**the family  
resource center**  
123 Main Street Gorham NH 03581 603-466-5190

## **GORHAM COMMUNITY LEARNING CENTER**

The Gorham Community Learning Center is dedicated to caring for and educating our students in a safe, comforting environment. A robust, play based programs are essential for educational success in young children as well as optimal social and emotional development. In addition, we use research-based curriculum to ensure that our children are receiving age appropriate and stimulating learning opportunities. We serve children from ages 6 weeks to 12 years old from Gorham, Randolph, Shelburne, and Berlin.

### **Highlights from 2021:**

- We received grant money from the State of NH's Child Care Recovery and Stabilization Program (CCRSP) to help us support the financial burden that we have had to face due to Covid-19. This has allowed us to support additional staffing expenses, cleaning/safety supplies and program supplies. With this opportunity we have also been able to provide free childcare to staff and not charge families due to Covid absences.
- We were fortunate enough during these difficult times to welcome two new staff members: Kayla Bisson and Alex Bisson. They have been excellent additions to our program.
- Three staff members have been working on completing The Child Development Associate (CDA) Credential. This is a widely recognized credential in early childhood education administered by the Council for Professional Development. The CDA Credential guides early child care professionals as they work toward becoming qualified teachers of young children. The Neil and Louise Tillotson Foundation made this opportunity possible.



*(Photographs provided by GCLC)*



## **NORTH COUNTRY COUNCIL**

161 Main Street, Littleton NH 03574 | 603 444 6303 |  
[info@nccouncil.org](mailto:info@nccouncil.org) | [www.nccouncil.org](http://www.nccouncil.org)

---

North Country Council Regional Planning Commission and Economic Development District is one of nine regional planning commissions in New Hampshire established by RSA 36:46. The Commission's region consists of 50 communities and 25 unincorporated places in the northern third of New Hampshire. The Council serves in an advisory role to local governments in order to promote coordinated planning, orderly growth, efficient land use, transportation access, and environmental protection. The Council's professional staff provides transportation, land use, economic development, community and environmental planning services; geographic information services (GIS); data collection and analysis; grant writing; grant administration; facilitation; and project management. For additional information, please contact the staff or visit us at [www.nccouncil.org](http://www.nccouncil.org).

In 2021 North Country Council undertook the following activities in the region:

- Coordinated the Transportation Advisory Committee (TAC) and held six (6) meetings to discuss regional transportation issues and identify priority projects for funding opportunities.
- Represented the transportation needs of the region in the Ten-Year Plan process, including participation in public hearings and promoting public input opportunities to the region's communities.
- Continued the effort to develop and update the Regional Transportation Plan, which will identify the transportation-related needs, and opportunities of the region to support projects.
- Supported the work of two Regional Coordinating Councils (Carroll County and Grafton-Coos) to promote coordination of transportation services for the region's residents, including facilitating six RCC meetings, updating service directories, and assisting with federal grant applications to support transportation services for senior and limited-mobility residents.

- Supported the work of the North Country Scenic Byways Council (NCSBC) to steward and promote the region's many scenic and cultural byways, including facilitating two NCSBC meetings and developing a website to provide information on scenic touring along the byways. <https://www.northcountrybyways.org/about>
- The Council participated in statewide efforts such as Statewide Bicycle and Pedestrian Plan, Alternative Transportation Planning, and the Mobility Management working group and provided input about our communities and needs to be incorporated in plans and considered.
- Conducted over 150 state and local traffic counts throughout the region as part of the regional Transportation Data Collection Program.
- Completed over 150 stream crossing assessments on a multi-year project in the Saco River watershed aimed at better understanding flood vulnerability and aquatic habitat barriers.
- Developed Community Data Profile and several guidance documents.
- Coordinated six (6) North Country Comprehensive Economic Development Strategy Committee meetings (CEDS) for the Economic Development District. The meetings focused on connecting pandemic resources into the region, learning about innovative strategies for recovery, and sharing regional information. The CEDS committee hosted six (6) presentations on housing, outdoor recreation, resiliency & recovery, environmentally friendly lighting, funders roundtable, and rural innovation redefined. The Committee reviewed and placed 3 projects on the CEDS Project Priority List.
- The Council in collaboration with NH Housing Authority, and Stepwise Data completed the North Country Housing Needs Analysis. Which identified seven (7) key issues and nine (9) recommended strategies to meet our region's housing challenges based on recent data and the experiences of residents, businesses, and housing professionals in the region.
- Launched a group effort with all nine (9) NH Regional Planning Commissions and the Office of Planning and Development to create a shared methodology and begin a coordinated update to each region's Housing Needs Assessment. The Assessments aid municipalities in complying with RSA 674:2, III(l), and will include an assessment of the need for housing for persons and families of all levels of income.
- Represented the community and economic development needs of the region in discussions with state agencies and federal

representatives to advocate for increased resources and programming to better meet needs and opportunities.

- Continued to support North Country Rising, an initiative through the Council aimed at building up our region's community capitals focused on a collaborative approach to recovery and resiliency during the time of COVID.
- Continued to implement the Regional Brownfields Program through funding from the United States Environmental Protection Agency (EPA). For more information on brownfields and the regional Brownfields Assessment.
- Provided mapping and data services to communities throughout the region in support of project development and funding opportunities.
- Responded to multiple requests for reviews of Development of Regional Impact, prepared comments corresponded with state and local officials.
- Continued to assist Northern Border Regional Commission (NBRC) & State of NH Bureau of Economic Affairs (BEA) in providing development assistance to potential and awarded grantees. In 2021 the Council provided pre-project development coaching to over 20 potential NBRC grantees.
- Provided technical support to communities relating to municipal land use regulations, best practices, and planning opportunities.
- Continued to assist Coos County with the Coos County Broadband Committee as well as providing technical support to the Carroll County Broadband Committee
- Collaborated with other Regional Planning Commissions through the NH Association of Regional Planning Commissions and Director meetings in Concord.
- Supported efforts and attended the NH Planners Conference and NH Municipal Association Conference.
- Bulk ordered and distributed New Hampshire Planning and Land Use Regulation books to local land use boards (estimated savings of \$75.00 per book).



## **DISTRICT ONE EXECUTIVE COUNCILOR JOSEPH D. KENNEY**

As we wrap up the 2021 year and move onto 2022, we again find ourselves in a COVID-19 environment and the appearance of a new virus strain called Omicron. Our Governor, Commissioners and Executive Council have continued to support the necessary resources to assist public health in combatting the pandemic: vaccines, vaccine sites, testing kits, health care workforce and stipends. We have lost loved ones, key members of our communities, but we continue to press forward with our best efforts and thank the people who are on the front lines.

While much of our attention has been on the pandemic, we know the opioid threat is still real, and that there is a need for further funding for drug prevention, treatment, and recovery programs. NH has lost a lot of its healthcare and small business workforce. As a state, we need more employment recruitment, housing and childcare opportunities. Our mental health system needs our continued support. State travel and tourism has been strong as people continue to recreate outdoors and enjoy NH.

Between January to December 2021, the Executive Council has conducted 25 separate public hearings to include the following: 1 Supreme Court (Chief Justice); 4 Superior Court; 13 Circuit Court; Attorney General; 3 Public Utility Commissioner; Department of Energy Commissioner, Department of Banking Commissioner. The total contract items approved were approximately 2000 to include late items during 24 meetings of which one was canceled. Of the 271 confirmations of board and commissions, 58 were from District 1.

The Governor's Advisory Commission on Intermodal Transportation (GACIT) completed its work on The Ten-Year Transportation Improvement Draft Plan (The Ten Year Plan), working with the NHDOT and the Regional Planning Commissions while conducting 22 statewide public hearings. The Ten Year Plan now goes before the Governor for his review and then it will be presented to the Legislature for hearings and comments prior to

the Governor's signature in June of 2022. GACIT took into consideration the passage of the Infrastructure Investment and Jobs Act (IIJA) by Congress to modify The Ten Year Plan. GACIT directed \$242 million in additional new federal funds for bridges (\$22 million total/\$45 million per year) and electric vehicles charging (\$17 million) as part of the IIJA. Fifteen percent (\$6.75 million annually) of the bridge funds will be allocated to the municipal bridge program, and the remainder to existing bridge projects to free up funds that have greater spending flexibility. Contact William Watson at NHDOT for any additional details at 271-3344.

Economic Development is always a top priority for my District 1 office, and I shall continue to work with community and business leaders to assist in the creation of jobs and economic opportunity. Some of District 1 action this year has included: the sale of the Shelburne Rest Stop, the demolition of Westboro Yard in Lebanon, the brokerage contract to sell the Laconia State Property, the start of the Pathway Project in North Conway, securing the area liquor licenses in Pittsburg and Errol, funding for New Durham Fish Hatchery Study, and funding to improve the Ray Burton Fire and EMS Academy in Bethlehem. Additionally, we in state government have an additional \$22.5 million going to our state park system to restore and improve capital infrastructure to include Mount Washington work.

The Governor and Council are always looking for volunteers to serve on the dozens of state boards and commissions. If you are interested, please send your resume to Governor Chris Sununu, State House, 107 North Main Street, Concord, NH 03301 attention Jonathan Melanson, Director of Appointments/Liaison or call at (603) 271-2121. A complete list of all state boards and commissions are available at the NH Secretary of State website: [www.sos.nh.gov/redbook/index.htm](http://www.sos.nh.gov/redbook/index.htm)

My office is open to receive state constitutions, tourist maps, consumer handbooks, etc. I periodically email my weekly schedule and Wrap Up Newsletter. If you would like to be included on this list, contact me at [joseph.d.kenney@nh.gov](mailto:joseph.d.kenney@nh.gov). I also have an internship program for college students. My office number is 603-271-3632. Please stay in touch.

Serving you,  
Executive Councilor Joe Kenney, District 1



## Report of Forest Fire Warden and State Forest Ranger

Despite a brief flurry of wildfire activity across the state this spring, the summer and fall months saw weather conditions which kept the fire danger consistently at low levels. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

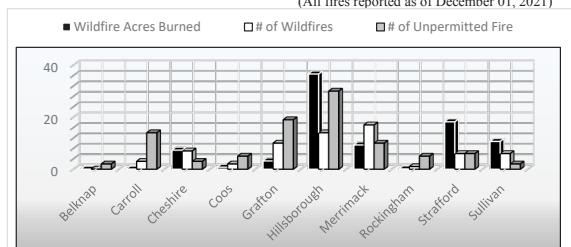
The long lasting drought effects in Coos County are showing some minor signs of improvement but a good portion of northern Coos remains in the abnormally dry category with the northeastern portion still remaining in moderate drought. While the drought conditions have improved, we expect some areas of the state may still be experiencing abnormally dry or drought conditions this spring. For this reason, we ask everyone to remember Smokey's message about personal responsibility and follow his ABC's: Always Be Careful with fire. If you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**

As we prepare for the 2022 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information, please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nh.gov/nhdfl/](http://www.nh.gov/nhdfl/). For up to date information, follow us on Twitter and Instagram: @NHForestRangers



### 2021 WILDLAND FIRE STATISTICS

(All fires reported as of December 01, 2021)



\*Unpermitted fires which escape control are considered Wildfires.

Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2021	66	86	96
2020	113	89	165
2019	15	23.5	92
2018	53	46	91
2017	65	134	100

### CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.*
1	81	25	0	7	1	4	2	41

\*Miscellaneous includes power lines, fireworks, electric fences, etc...

This page intentionally left blank

**RULES, REGULATIONS,  
AND  
INFORMATIONAL MATERIAL**



# DOG LICENSES

## It's the Law

**1. EVERY DOG**, four months old or older, **MUST HAVE A LICENSE**. These are obtained from the Town Clerk. This must be done **EVERY YEAR BEFORE APRIL 30<sup>th</sup>**. Penalties will be imposed on any dog that is not registered as of June 1<sup>st</sup>.

**2. EVERY DOG** must have a certificate showing that it has been **VACCINATED FOR RABIES**. **This certificate must be presented at the time of registration.**

**3. EVERY DOG** must wear its license tag. (RSA 466:1)

**4. License Fees: (RSA 466:4)**

\$ 6.50 - all neutered/spayed dogs

\$ 6.50 - puppies (4 - 7 months)

\$ 9.00 - all unaltered male dogs

\$ 9.00 - all unaltered female dogs

\$ 2.00 - owners over 65 (one dog only)

***\*Failure to comply will make you liable for a penalty of \$25.00 per dog. (RSA 466:13)***

**5. SHELBURNE HAS A LEASH LAW**

No dog may be allowed to run at large unless it is accompanied by the owner or custodian. (RSA 466:30a) (Voted: November 4, 1980)

**REMINDER:** It is now **State law** to have **all cats** (three months of age and over) **vaccinated against rabies.**



## **SNOW REMOVAL ORDINANCE**

**Passed: 8/14/94**

No person shall remove snow from his/her premises and deposit it on any street, highway, or cul-de-sac.

Any person who violates this ordinance shall be fined not more than \$1,000, and not less than \$50 for each separate and distinct violation.

## **PARKING BAN**

It was voted at the 1990 Town Meeting to mandate a parking ban within the boundaries of Shelburne on town roads and rights-of-way during, and 24 hours after, a snowstorm.

Vehicles in violation will be towed at owner's expense.

## **SPEED LIMITS IN SHELBURNE**

The Board of Selectpersons has set speed limits for the following town roads:

- East end of North Road - from intersection with Meadow Road to the Maine Line - **35 miles per hour.**
- Village Road and all other town roads - **25 miles per hour.**

## **ORDINANCE REGULATING USE OF ALCOHOL ON TOWN PROPERTY**

### **Section 1: Consumption of Alcohol Restricted**

Except as otherwise provided by this Ordinance, it shall be unlawful to drink or otherwise consume any alcoholic beverage or alcoholic liquor as defined in RSA: 175, in the Chester C. Hayes Memorial Park, any Town buildings or associated parking lots in the Town of Shelburne.

### **Section 2: Possession of Open Containers**

Possession of open containers which contain alcoholic beverages or alcoholic liquor as defined in RSA: 175 in any public place shall be considered "prima facie" evidence of consumption.

### **Section 3: Penalty**

Whoever shall fail to comply with the provisions of this ordinance shall be guilty of a violation and subject to a fine as specified in Criminal Code 651:2, not less than \$50.00 per violation.

### **Truck Travel Restricted Ordinance Adopted 9/15/2008**

When signs are erected giving notice thereof, including any applicable vehicle weight limitations and/or restrictions upon any classification of vehicles recognized by the State and/or Federal Department of Transportation or Interstate Commerce Commission, streets or parts of streets shall be restricted to vehicles complying with such vehicular weight limitations and/or restrictions, provided, however, that if signs are erected restricting a street , or part thereof, with a sign stating merely “No Through Truck Traffic” or similar designation, without further elaboration, then such street or part of such street shall be restricted to vehicles that meet all of the following requirements: (1) a gross vehicle weight of 12,000 pounds or under; (2) no more than two (2) axles; (3) no more than six (6) tires; and (4) operates as a single unit. All trucks failing to comply with such limitations are expressly prohibited unless they have applied for and received a permit for an exemption from this ordinance. These restrictions shall not apply to vehicles making deliveries or pick ups to residences, businesses, or properties on said streets, to Town owned vehicles or drivers traveling to their own residences on said street. Drivers traveling to their own residences shall not park said vehicle on any portion of the Town street or right of way.

This ordinance was applied to North Road from the intersection of Meadow Road by voted of the Board of Selectpersons on September 30, 2008.

## **WEIGHT LIMITS ON ALL TOWN ROADS**

After holding a Public Hearing during the August 27, 1996, Selectmen's Meeting, the Board of Selectmen voted to set the following weight limits under the authority granted them by RSA 231:191 at their Selectmen's Meeting on September 5, 1996.

The weight limit on any town road within the Town of Shelburne shall be set at 60,000 lbs.

Per RSA 231:191, applications may be made to the Board of Selectmen to exceed this weight limit. The Board may grant permission in writing, may impose reasonable conditions, and may establish reasonable regulations for bonding and restoring the highway.

The roads to which this shall apply are as follows:

- North Road (intersection of Meadow Road to Maine)
- Conner Road
- Hayes Road
- Hubbard Grove
- Landfill Drive
- Losier Road
- Mt. Moriah Drive
- Power House Acres
- R-F Drive
- Seyah Road
- Sunrise Drive
- Village Road
- Winthrop Drive

# LANDFILL REGULATIONS

**Hours: Saturdays - 6 AM to 12 PM – All Year**  
**Wednesdays - June 15<sup>th</sup> - August 31<sup>st</sup>**  
**3 PM to 4:30 PM**

Shelburne has adopted Pay-As-You-Throw. This means that garbage must be disposed of in special bags which may be purchased at the Transfer Station or the Town Office. The cost of a package of 5 bags is \$7.50.

Recycling is mandated by the Town of Shelburne. A list of recyclable materials is included below.

**Any items containing mercury are collected separately. Please see Zack or Ken for more information.**

There are charges to dispose of many different items. These fees reflect the cost to the Town for disposal and are subject to change. People wanting to dispose of items that have a fee associated with their disposal should see the landfill attendant and submit payment prior to disposing the item. People disposing of items not paid for will be billed via town invoice. The fee schedule is included below.

The Transfer Station **does not accept** any hazardous waste including hazardous household waste(s). A Hazardous Household Waste Collection Day will be held this year with the Androscoggin Valley Regional Refuse Disposal District Transfer Station in Berlin, on **Saturday, June 11<sup>th</sup>, 2022**. Details will be posted at the Transfer Station.

**Reminder: Outdoor burning of garbage is illegal (RSA 125-N)**

## RECYCLABLES LIST

**ALUMINUM CANS** – Please place in recycling container.

**PLASTIC CONTAINERS** - #1 and #2. Place in recycling container.

**TIN CANS** – Place in metal container. Empty and rinse out. Labels OK.

**GLASS** – (***Except fluorescent lights***) All glass, any color goes into the glass barrel. Empty and rinse.



**FLUORESCENT LIGHTS** - **See attendant.**

**METALS** – Small metal waste (Coat hangers, bolts, nails)  
Large metal items go on “Metal” pile.

**CARDBOARD** – Corrugated boxes, empty and dry. Please break down and place in recycling container.

**PAPER** – Newspaper & magazines. Please place in recycling container.

**PAINT CANS** – Paint cans are considered **hazardous waste if there is liquid paint in them.** We can only accept them if they are **empty or dry.** Cover off.

**WASTE OIL** – Place in the drum inside the building.

**VEHICLE BATTERIES** – Place on the pallet inside.

**TIRES** – Place on pile outside.

**BRUSH AND YARD WASTE** – Place on the piles in the yard (Clean wood – 5 in. diameter max.)

**Note: Yard wastes do not go in any container.**

**CONSTRUCTION / DEMOLITION DEBRIS** – Painted wood or treated wood, sheet rock, furniture, etc.

**See attendant.**

**STYROFOAM** – Styrofoam can be placed in Waste Container without being placed in a green bag.

**SHINGLES** – Shingles must be uncontaminated with other waste. **See attendant.**

**APPLIANCES** – Sinks, stoves, refrigerator, freezers, etc. **See attendant.**

**LARGE METAL WASTE** – **See attendant.**

**TREE STUMPS** – Not allowed under our permit.

**WASTE CONTAINING MERCURY** – **See attendant.**

**TELEVISIONS / COMPUTERS** – **See attendant.**

**MISCELLANEOUS WASTES** – **See attendant.**

## **FEES SCHEDULE FOR DISPOSAL OF SOLID WASTES**

1. RECYCLABLES – NO CHARGE
  - a. Beverage bottles (PETE Plastics)
  - b. Milk Bottles (HDPE)
  - c. Colored Opaque containers (HDPE)  
(Detergent Bottles for example)
  - d. Tin Cans
  - e. Aluminum Cans
  - f. Newspaper
  - g. Corrugated cardboard
  - h. Clean Wood (Up to 5 in, in diameter)
  - i. Batteries (All types)
  - j. Used motor oil
  - k. Scrap Metal
  - l. Paint Cans
  - m. Anything containing mercury (i.e.,  
fluorescent lights, thermostats,  
thermometers, etc.)
  
2. TIRES (Removed from rim)
  - a. Bikes, motorbikes, ATV's - \$1.00
  - b. 13 to 16 inch - \$2.00
  - c. 17 to 24 inch - \$8.00
  - d. 25 inch & up - \$25.00
  
3. CONSTRUCTION DEBRIS
  - a. \$20/yard - \$2.00 minimum
  - b. Clean shingles or sheet rock - \$30.00/yard
  - c. Shingles/sheetrock mixed with other  
material - \$40.00/yard
  
4. APPLIANCES
  - a. Large - \$10.00 (Stove refrigerator, furnace,  
water heater, etc.)
  - b. Small - \$5.00 (microwave, vacuum, etc.)
  - c. Computer monitors or any size TV - \$5.00

## 5. FURNITURE

- a. Wood furniture - \$5.00 per item ( see attendant for odd material)
- b. Stuffed furniture - \$10.00 per item (Sofa, Sofa bed, Chair, etc.)
- c. Large rugs (10x12 & up) - \$10.00
- d. Small rugs - \$5.00
- e. Mattress/Springs - \$10.00

## 6. MISCELLANEOUS BULKY ITEMS

- a. Plastic furniture, pools, toys, etc. – same as construction debris.
- b. Baby strollers, carriages, bicycles, etc. – same as construction debris.
- c. Odd items (Fencing, metal mixed with wood or plastic) - same as construction debris.
- d. Styrofoam - place in garbage truck not bagged – no charge.

# **WINTER MAINTENANCE POLICIES**

The Town of Shelburne **does not** maintain a “Black Road” or “Ice Free” Policy. Every effort will be made to remove as much snow and ice as Mother Nature allows.

The Town of Shelburne has a “No Parking” ordinance within the boundaries of the Town rights-of-way during, and 24 hours after, a snowstorm.

### **SNOW PLOWING SCHEDULE:**

Snow plowing will begin when there is one to three (1” – 3”) inches of snow accumulation on the road. Plowing will continue for duration of the storm. However, if the storm is of extended duration, some hours off will be required for Driver’s rest.

Main lines and school bus routes will take priority during work weekdays. School bus routes will be checked daily not less than two (2) hours before the bus runs begin. Town Hall parking lot, Transfer Station and Fire Department will be plowed also.

All hills and turns will be sanded during the storm. The day after a snowstorm road widening, turn-arounds, cul-de-sacs, and hydrant clearing will be addressed.

All culverts will be kept open and free of debris (i.e., leaves, snow, and ice) during the year.

**ICE STORMS:**

All ice storms will be dealt with before, during, and after the storm in order to keep roads open and safe.

**DAMAGE TO MAILBOXES/PRIVATE PROPERTY:**

Mailboxes or other devices may be damaged by snowplowing operation due to poor visibility, the mailbox being buried in a snowbank, or the weight/volume of the snow being plowed. This damage is not deliberate and, in most cases, unavoidable.

The Town of Shelburne is not responsible for damage and does not repair, replace, or re-erect mailboxes that are located within the highway right-of-way. These devices are located within the highway limits and are the responsibility of the property owner.

The Town of Shelburne Highway Department will work with the mailbox owners to locate the box in the safest possible location and offer advice on its design to minimize potential damage.

**PRODUCT TYPES AND APPLICATIONS:**

The salt/sand mixture is one (1) part salt and five (5) parts sand which is screened to 3/8 of an inch.

ClearLane is used only on walkways and parking lots of the Town Hall, Transfer Station, and Fire Department. It may be used on roadways as deemed necessary.

All hills and turns will be treated with the sand/salt mixture. Every effort will be made to do this in a timely manner to provide safe travel.

All Town dooryards will be treated with ClearLane enhanced de-icer with magnesium chloride. This is environmentally friendly in order to protect water wells.

Bridge decks normally freeze or glaze sooner than adjacent pavement sections especially in late fall and early winter. Special care and good judgment are required in the use of de-icing chemicals on all bridge decks.



## **BURNING AND PERMITS**

### **It's The Law - RSA 227-L:17(II)**

Anyone who wishes to burn clean, ordinary combustibles such as leaves, brush, or untreated lumber, or to have a camp or cooking fire, must have written permission from the landowner and a **FIRE PERMIT** from the forest fire warden, Bob Langlands, or through the State at [www.nhfirepermit.com](http://www.nhfirepermit.com). You must be at least 18 years of age to obtain a written fire permit.

Gas grills or charcoal fires in a container up and off the ground on your own property do not require a fire permit.

Public or privately-owned campgrounds or picnic grounds must obtain an annual written fire permit from the town forest fire warden for use of outside fireplaces, campfires, or cooking fires used in the operation of the camp or picnic grounds. Such camp or cooking fires should:

1. be in an area cleaned to mineral soil at least 8 feet across;
2. have at least 6 inches of sand or gravel under the fire for any fire built on the ground;
3. have no limbs or other burnable material to a height of 10 feet above the fireplace area; and
4. be constructed so they cannot be moved from their mineral soil area.

### **What You Can Burn and When**

Only leaves, woody debris, brush less than 5 inches in diameter, untreated wood and dimension lumber may be burned. For any open burning, a written fire permit is required. Even with the permit, no open burning between the hours of 9:00 AM and 5:00 PM, unless it is raining.

When the ground where you are burning is completely covered with snow, no fire permit is required. However, be sure to check local ordinances that might restrict wintertime burning.

Air quality regulations restrict the type of material burned in the open. Stumps, painted or treated lumber, tires, tubes, plastics, foam rubber, and shingles are some of the prohibited materials (see Department of Environmental Services, Air Resources Division’s Open Burning Rules).

**A buried fire is NOT an extinguished fire!**

**What You Need to Know**

When you request a written fire permit you will need to know the following:

<p>What are you going to burn?</p> <p><i>Material must be clean, ordinary combustibles. Brush cannot exceed 5 inches in diameter.</i></p>	<p>How much help will you have during the burn?</p> <p><i>Your fire must be attended at all times, or completely extinguished.</i></p>
<p>Where are you going to burn?</p> <p>How far from the nearest structure, trees and dead vegetation or overhead phone or power lines?</p> <p><i>Fires must be no closer than 50 feet from a structure, or 25 feet if in an approved incinerator.</i></p>	<p>Do you own the land where you plan to burn?</p> <p><i>If not, you <b>MUST</b> have written permission from the landowner.</i></p>
<p>When do you want to burn?</p> <p><i>Date, time of day, NO BURNING 9:00 AM to 5:00 PM unless it is raining (permit still needed even when raining).</i></p>	<p>Will you be able to extinguish your fire if someone complains?</p> <p><i>Officials may require a fire be extinguished if there are complaints.</i></p>

What do you have for fire protection?

*A hose, shovel or rake, and a bucket of water should always be available at the burn site. You are liable for the costs of extinguishing escaped fires.*

Are there any tires or tubes in the material to be burned?

*Tires, tubes, plastics, shingles, and foam rubber are just some of the prohibited materials.*

### **Commercial Permits**

The Forest Ranger for your town/city and local Warden are needed to issue a commercial permit to burn when no other means of disposal of material is available, such as chipping, hauling to a landfill, or other methods of legal disposal.

The commercial permit is for contractors who use hired help for the burning of material between the hours of 9:00 AM and 5:00 PM and only needed when the ground is not covered with snow.

The permit will be required to have suppression equipment on site while the burning is being done and the fires will have to be totally extinguished or be constantly attended.





## **RESTRICTED USE OF FIREWORKS**

Permissible (consumer) fireworks shall only be used, possessed, and discharged during the following times without a permit:

Memorial Day - from 5 PM to 10 PM  
July 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> - from 5 PM to 10 PM  
Labor Day - from 5 PM to 10 PM  
Christmas Eve - from 5 PM to 10 PM  
Christmas Day - from 5 PM to 10 PM  
New Year's Eve – from 5 PM to 12:30 AM



Fireworks may be allowed for special occasions if a permit is applied for and issued by the fire chief or his designee.

Any person who violates this ordinance, in addition to any penalties prescribed in NH RSA 160-B and NH RSA 160-C, shall be subject to a fine of \$50.00 for the first offense and \$100.00 for each subsequent offense, and confiscation of any fireworks in the person's possession.

Any sworn law enforcement officer of the town, county, or state, as well as the fire chief and their designee, shall be empowered to enforce this ordinance. All fines shall be paid to the Town of Shelburne and deposited into the Town's general fund.

# NOTES

IN CASE OF  
EMERGENCY

BE  
PREPARED

**Note: Do you or someone you know require special assistance during an emergency or disaster? If so, please contact the Town Office for a Functional Needs Assessment form; complete and return it to the Town Office. All information received will remain confidential.**

**SHELBURNE TOWN MEETING**

TUESDAY, MARCH 8<sup>th</sup> -- 7:00 PM  
SHELBURNE TOWN HALL

**GRS  
COOPERATIVE SCHOOL DISTRICT  
MEETING**

THURSDAY, MARCH 10<sup>th</sup> – 7:00 PM  
GORHAM ALUMNI GYMNASIUM

**DIAL 911 FOR ALL EMERGENCIES**

**FOR 911 TO BE EFFECTIVE, EVERYONE  
NEEDS TO MAKE SURE THEIR ADDRESS IS  
VISIBLE.**

*For residents looking for guidance, the town  
recommends red reflective signs with 5"-high  
white numbers, vertically oriented, 6" x 18" in  
size. These can be found at a variety of online  
retailers.*

**REMEMBER, IN AN EMERGENCY  
MINUTES COUNT!!**

