TOWN OF LITCHFIELD
NEW HAMPSHIRE

Annual Reports

Year ending December 31, 2017

also

Annual Report of the School District

Year ending 2017

Incorporated 1734

Origin: This town is situated on the east bank of the Merrimack River and maintains its agricultural heritage to this day. It was known as Naticook until 1729 when the land was granted to William Brenton, Governor of Rhode Island and son-in-law to that state's Governor Cranston, and renamed Brenton's Farm. In 1734 the town was separated from Dunstable, which had been granted by the Massachusetts government, and named Litchfield in honor of George Henry Lee, Earl of Litchfield. The town was incorporated under the New Hampshire government as Litchfield in 1749. Litchfield was the opposite landing-site of Thornton's Ferry, originating across the Merrimack River in the Town of Merrimack.

Population, Year of the First Census Taken: 357 residents in 1790.

Population Trends: Litchfield had the second largest percent change in population, growing over 17 times larger. Population change for Litchfield totaled 6,996 over 50 Years from 142 in 1950 to 7,423 in 2000. The largest decennial percent change was 192 percent between 1970 and 1980. The 2010 Census estimate for Litchfield was 8,271 residents.

Population Density and Land Area, 2009 (NH Office of Energy and Planning): 572.3 persons per square mile of land area. Litchfield contains 14.9 square miles of land area and 0.4 square miles of inland water.

IN MEMORIAM

THOMAS RAYMOND YOUNG

September 30, 1944 – October 27, 2017

Mr. Young was the Chairman of the Litchfield Planning Board and had been a member for eight years. Tom also represented the Town to The Nashua Regional Planning Commission serving as a Commissioner, Executive Committee member, Transportation Technical Advisory Committee member and Energy Facilities Advisory Committee member. He was a lifelong train enthusiast and a member of the Seashore Trolley Museum of Kennebunkport, ME. He was also a communicant of St. Francis Parish of Litchfield. Mr. Young was an electrician by trade and had worked for several area companies, including Comcast, from where he retired.

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TOWN OFFICIALS

BOARD OF SELECTMEN

Brent T. Lemire, Chairman-2020

Kevin C. Bourque – 2019
Steve D. Perry – 2018
Kurt D. Schaefer – 2020
John R. Brunelle – 2019

TOWN ADMINISTRATOR

Troy Brown

FINANCE MANAGER/HUMAN RESOURCES

Karen White

DIRECTOR OF LIBRARY SERVICES	POLICE CHIEF	FIRE CHIEF	HIGHWAY AGENT
Vicki L. Varick	Joseph O'Brion	Frank Fraitzl	Jack Pinciaro

TOWN CLERK/TAXCOLLECTOR
Theresa L. Briand - 2020

DEPUTY TOWN CLERK/TAX COLLECTOR
Patricia A. Textor - 2020

MODERATOR
John Regan - 2018

ASSISTANT MODERATOR
Philip M. Reed - 2018

CODE ENFORCEMENT
Kevin Lynch

HEALTH OFFICER
Kevin Lynch - 12/29/2018

TRANSFER STATION
David Mellen

TREASURER
Sharon Harding Reed - 2020

DEPUTY TREASURER
Debra Hogencamp - 2020

CHECKLIST SUPERVISORS
Robert Redding - 2022
Joan McKibben - 2020
Shirley Reed - 2018

FOREST FIRE WARDEN
Frank Fraitzl - 2018

ZONING BOARD OF ADJUSTMENT
Richard Riley Jr. (Chair) -2019
Laura Gandia (Vice) - 2018
John R. Devereaux - 2020
John Regan - 2020
Eric Cushing - 2020
Albert Guilbeault - 2019
Thomas Cooney - 2018
Gregory Lepine(Alt) - 2018

PLANNING BOARD
Thomas Young (Chair) - 2018
Michael Croteau (Vice) - 2020
Tyler Perrin - 2020
Joe Blanchette - 2019
Kim Queenan - 2019
David Samuel - 2019
Steve Perry - (BOS Rep)
Dennis Page (Alt) - 2020
Matt Shoemaker - (resigned)

TRUSTEES OF TRUST FUND
John Poulos Jr. - 2020
Michael Falzone - 2019
Steven P. Calawa - 2018

CEMETERY TRUSTEES
Jody Fraser - 2020
Warren W. Adams - 2019
Steven P. Calawa - 2018

MOSQUITO DISTRICT COMMISSION
John Latsha (Chair) - 2019
Alfred Raccio - (Resigned)

BUDGET COMMITTEE
Cynthia Couture (Chair) -2019
Kerry Douglas (Vice) - 2020
Michelle Flynn - (Secretary)
Jennifer Bourque - 2019
Robert Keating - 2018
Dennis Miller - 2018
Jim Spotts - 2018
Christina Harrison - (School Rep)
John Brunelle - (BOS Rep)
Julie Green – (Resigned)
Andrew Cutter - (resigned)
Cory Izbiki - (resigned)

RECREATION COMMISSION
John Bryant (Chair) - 2020
Andrew Collins (Vice) - 2019
Peter Ames - 2020
Jessica Philbrick - 2020
Elizabeth Darling - 2019
Michael Boschi - 2019
Keith Buxton - 2018
Colleen Gamache - 2018
Kurt Schaeffer - (BOS Rep)

LIBRARY TRUSTEES
Cecile Bonvouloir (Chair) - 2019
Gail Musco (Treas. /Vice) - 2018
Peggy Drew (Secretary) - 2020
Sheila Huston - 2019
Donna Ferguson (alt) - 2018

CONSERVATION COMMISSION
Thomas Levesque (Chair) - 2020
Joan McKibben (Vice) - 2020
Sharon Jones (Secretary) - 2019
Roger St. Laurent Jr. - 2019
Richard Husband - 2018
Marion Godzik - 2018
Michael Croteau - 2020
Kevin Bourque - (BOS Rep)
Harry Menzigan (alt) - 2020
Matt Lepore (alt) - 2020
John P. Curtin (alt) - 2020

2017 TOWN OFFICERS AND EMPLOYEE EARNINGS			
SELECTMEN'S OFFICE	Lemire, Brent	1,200.00	
	Steve Perry	1,200.00	
	John Brunelle	1,200.00	
	Bourque, Kevin	1,200.00	
	Schaefer, Kurt	900.00	
	Byron, Frank A	300.00	
	Brown, Troy	97,769.60	
	White, Karen	77,186.96	
	Baril, Donna	38,311.23	
	Snaman, Heather	858.00	
	Arnold, Kerri	32,200.59	
Total Selectmen's Office			**252,326.38**
TOWN CLERK/TAX COLLECTOR'S	Briand, Theresa L.	74,876.00	
OFFICE	Textor, Patricia A.	52,340.40	
	Croteau, Claire L.	20,209.75	
	Eckley, Ann	12,418.86	
	Poulin, Julie	1,085.40	
Total Town Clerk/Tax Collector's Office			**160,930.41**
INFORMATION TECHNOLOGY	Brunelle, John	12,000.00	**12,000.00**
TOWN TREASURER	Harding-Reed, Sharon	7,500.01	
includes minute taker	Hogencamp, Debra	3,608.15	
Total Treasurer			**11,108.16**
TRUSTEES OF TRUST FUNDS	Falzone, Michael	87.96	
	Poulos Jr., John	87.96	
Total Trustees of Trust Funds			**175.92**
VOTER REGISTRATION & ELECTIONS	Redding, Robert M.	328.24	
	Reed, Shirley-Ann	328.24	
	McKibben, Joan	328.24	
	Regan, John G	488.80	
	Reed, Philip M.	223.60	
	Briand, Leo	52.53	
	Gagnon, Rebecca	138.48	
	Gandia, Laura	23.88	
	Hogencamp, Debra	401.10	
	Jones, Sharon	260.24	
	Pinciaro, Nancy L.	396.33	
	Regan, Patricia	145.64	
Total Voter Registration & Elections			**3,115.32**
CUSTODIANS TOWN HALL/RECREATION	Pilon, Gerald F	12,946.08	**12,946.08**

CABLE PEG OPERATORS	Blanchette, Russell	4497.00	
	Blanchette, Joseph	135.00	
	Blanchette, Shawn	78.00	
	Cardello, James	108.00	
	Cavanagh, Scott	111.00	
	Curtin, John	1998.00	
	Dimambro, Anthony	9966.00	
	Fay Jr, Robert	7620.00	
	Lepore, Matthew	486.00	
Total Cable Peg Operators			**24,999.00**
PLANNING BOARD	McKibben, Joan A.	17,260.79	**17,260.79**
POLICE DEPARTMENT	O'Brion Jr., Joseph E.	102,374.80	
Accrued sick/vacation	O'Brion Jr., Joseph E.	44,279.60	
Does not include Special Detail	Sargent, Benjamin	105,305.83	
Includes uniform allowance	Brown, Anthony P.	35,950.23	
	Gott, Gary L.	96,684.84	
	Hartley III, Russell	108,500.84	
	Ivas III, George	80,488.58	
	Lang, Rachael	78,897.85	
	O'Donaghue, Timothy	52,044.13	
	Savage, Heath H.	108,749.73	
	Tessier Jr., Dennis	91,356.89	
	Flynn, Joshua	51,084.82	
	Rasmussen, Slade	3,101.00	
	Underwood, Christopher	22,619.13	
	Donnelly, David	41,859.08	
	Bennett, Robert D.	150.00	
	Corl, Michael T.	40,536.56	
	Harris, Steve P.	1,285.22	
	Boda Jr, Robert	5,508.60	
	Boda Jr, Robert	55,104.79	
	Lemieux, Kayleigh	48,003.56	
	Baril, Andrea	41,488.81	
Total Police Department			**1,215,374.89**
FIRE DEPARTMENT	Fraitzl, Frank X.	48,269.64	
Does not include Special Detail	Nicoll, Douglas M.	91,277.38	
	Kelly, Paul	61,808.41	
	Adams, Warren W.	133.20	
	Anderson, Joshua	4,785.97	
	Bavaro, James	585.75	
	Baxley, Jeffrey	1,848.25	
	Bourque, Kevin C.	1,094.87	
	Cartier, Craig	5,899.76	
	Cartier, Marcus	2,181.14	
	DiFranza, Ryan	12,079.93	

	Dube, Steven W	4,887.68	
	Earle, Derek	6,663.93	
	Fecteau, Corey J	6,081.67	
	Glancy, Edward C.	14,998.25	
	Grandmaison, James	3,225.49	
	Hubbard, Jason	1,825.95	
	Kelly, Patrick	1,495.49	
	Kimball, Brian S	5,761.40	
	Lacombe, Cody	5,782.74	
	Lemay, Mark T.	1,769.90	
	Lowney, Richard	1,824.51	
	Matthews, Daniel	2,782.00	
	McLavey, Andrew	2,145.39	
	Miller, Seth L	6,463.11	
	Newell, Jeffrey A.	8,126.17	
	Patten, Christopher	3,737.97	
	Patti, Christopher	1,105.49	
	Raccio, Daniel	2,897.10	
	Ricard, Jason	5,546.46	
	Rumrill, Larry O.	706.44	
	Smith, Kelly P.	1,862.08	
	Thomas, Cory	4,727.27	
	Thomas, Ernest	4,769.26	
	Travis Jr., John F.	5,649.91	
	Tropiano, Matthew	1,228.26	
Total Fire Department			**336,028.22**
BUILDING DEPARTMENT	Lynch, Kevin A	70,597.60	
HEALTH OFFICER	Gilcreast Jr., John	791.70	
Total Builiding Department			**71,389.30**
HIGHWAY DEPARTMENT	Pinciaro, John	85,203.22	
	Blundon, Leslie W.	23,159.25	
	Douillette, Joshua	512.00	
	Morgan, Jacob	5,324.96	
Total Highway Department			**114,199.43**
SOLID WASTE DISPOSAL	Mellen, David L.	69,922.06	
	Worster, David E.	37,796.17	
	Minervini, Derek	6,455.31	
	Beebie, Russell	15,183.69	
	Briggs, James D.	1,706.28	
	Stanium, Spencer	2,503.31	
	dePontbriand, Bryan	9,097.20	
	Walsh, David	2,882.46	
Total Solid Waste Disposal			**145,546.48**

ANIMAL CONTROL OFFICER	Pilon, Gerald F.	13,140.60	**13,140.60**
(includes mileage allowance)			
LIBRARY	Varick, Vicki L.	59,039.97	
	Allen, Ada	4,674.53	
	Antosca, Kerri A	3,140.14	
	Dexter, Chloe	3,511.34	
	Lantagne, Lauren K	126.48	
	Pace, Carrie-Anne	38,495.69	
	Paquette, Helena	5,131.44	
	Richardson, Lynn	24,056.28	
	Robinson, Alexandra	39,643.46	
Total Library			**177,819.33**
Total Wages			**2,568,360.31**

REPORT OF THE BOARD OF SELECTMEN

I am pleased to submit my first annual report as Chair of the Litchfield Board of Selectmen.

2017 proved to be another remarkable year for the town as we successfully addressed many issues of importance, including, but not limited to the finishing of the water line installation to mitigate the effects of PFOA from the St. Gobain plant in Merrimack. We are pleased at how the project was managed and the outcomes were generally positive, with one of the benefits having several of our streets resurfaced.

We worked closely with the Fire Chief and the architects, engineers and construction management personnel to produce plans and proposals for the new fire station. After Deliberative Session, we heard the will of the voters, and formed a group of stakeholders that included the Vice Chair of the Budget Committee, to revise the plan and reduce the cost from $5.6 million down to $3.75 million. The Budget Committee voted unanimously to recommend the project after the new plan was submitted. We sincerely hope that the town approves the warrant as costs of construction and interest rates are starting to skyrocket.

We were extremely proud of our town officials and employees on how they handled the postponement of Town Meeting voting on March 14 due to a blizzard. Our efforts to notify the public, provide an alternate date and distribute absentee ballots was flawless and a model for the rest of the state. As we speak, the legislature is still trying to pass a bill to deal with future episodes. Unfortunately, they are trying to usurp local control of the process and make it very difficult for us to postpone in the future. We are working with Senator Soucy to make sure that the Moderators are allowed to continue to make these decisions instead of the Secretary of State. Stay tuned.

We are constantly reviewing the functions of town government and continued to update and review all of the policies put in place. In our quest to streamline our permitting and inspection practices, we consolidated all of the functions of building inspection, code enforcement and health into the Fire Department.

The final year of the wage plan was implemented, thus bringing all employees under a personnel evaluation system.

Finally, we wish to thank our former selectman M. Patricia Jewett for her donations that allowed us to put flags along the Charles Bancroft Hwy. during patriotic periods and also erect a “Welcome to Litchfield” sign at the Hudson end. We are currently looking to erect duplicates at the north end and smaller ones along the Londonderry and Hudson town lines of roads leading into and out of town.
I want to thank our Town Administrator Troy Brown for his efforts in keeping the town on an even keel and also former selectmen Frank Byron and current selectmen Steve Perry, John Brunelle, Kevin Bourque and Kurt Shaffer for their efforts on your behalf.

Thank you all for your support and input.

Respectfully submitted,
Brent T. Lemire, Chairman
Litchfield Board of Selectmen

TOWN ADMINISTRATOR'S REPORT

It has been a privilege to serve as the Litchfield Town Administrator for the past few years. I continue to enjoy working with the Board of Selectmen, various Boards and Committees, Department Heads, staff, and most importantly, the citizens of Litchfield.

I worked very closely with Pennichuck Water Works and the Litchfield Highway Department since the spring of 2017 as construction continued on the installation of new water lines to all the impacted homes affected by the Saint-Gobain PFOA water contamination issue. Although not all the work was completed by late fall in 2017, final pavement work will be completed before the start of summer this year. As Town Administrator, I will continue to work with the Board of Selectmen, Legal Counsel, Town Departments, New Hampshire Department of Environmental Services and Pennichuck Water Works until this matter is finally resolved.

I spent most of my time over the past several months working on the 2018 proposed budget and closing out the 2017 approved budget. I am pleased to report that 2017 preliminary year end operating budget expenditures were $5,691,028, which is approximately $17,000 less than the approved budget. It also appears that revenues exceeded budget estimates by as much as $215,000. Although the budget will not be officially closed until our Auditors finalize yearend financial statements, the Board of Selectmen and Department Heads all need to be commended for working together as a team to close the year under budget with an estimated surplus of $232,000. The proposed 2018 operating budget maintains level services but represents an increase of $459,217.00 or 7.98% over the 2017 approved operating budget. The default operating budget, should the proposed budget fail, is $6,112,492 a reduction of $102,532 from the proposed operating budget. Major increases in the 2018 operating budget are wages for the new full-time police officer position approved last year, union & non-union wages, legal fees due to the Saint-Gobain PFOA issue, replacement fire department rescue equipment ("Jaws of Life" - 20 yrs old) and fire hydrants ($153,000). If approved, the recommended operating budget represents a tax rate increase of $0.07 per thousand dollars of assessed value.

In closing, I would like to thank the Board of Selectmen, various Board and Committee members and our employees for their continued dedication and commitment to making Litchfield one of the best communities in the state of New Hampshire to live and raise a family. Please do not hesitate to contact me with your concerns or questions by email Tbrown@Litchfieldnh.gov, phone 603-424-4046 ext 1250, or stop by my office anytime.

Sincerely,

Troy Brown
Town Administrator

Election/Ballot Voting Results
Town of Litchfield
March 14, 2017

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **February 11, 2017 at 10:00** a.m. for explanation, discussion and debate of each warrant article. Warrant articles may be amended at this session per RSA §40:13, IV. You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **Tuesday, March 14, 2017 at 7:00** in the forenoon for the choice of Town Officers elected by official ballot to vote on questions required by laws to be inserted on the official ballot and to vote on all warrant articles from the first session on official ballot per RSA §40:13, VIII. The polls for the election of town officers and other action required to be inserted on said ballot will be open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE 1 - ELECTION OF OFFICERS

1 Town Clerk / Tax Collector	**1098 Elected**
2 Selectmen	
Brent T. Lemire	**907 Elected**
Kurt Schaefer	**919 Elected**
3 Budget Committee	
Keri Douglas	**855 Elected**
Cory Izbicki	**824 Elected**
Andrew Cutter	**87 Elected**
1 Budget Committee	
Jim Spotts	**106 Elected**
1 Cemetery Trustee	
Jody L. Fraser	**1017 Elected**
1 Trustee of the Trust Funds	
John Poulos, Jr.	**979 Elected**
2 Library Trustee	
Peggy Drew	**913 Elected**
Christine McKim	**876 Elected**

ARTICLE 2 - ACCESSORY DWELLING UNITS
Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 501, Residential District Permitted Uses, and Section 507, Accessory Dwelling Units to comply with Senate Bill 146, New Hampshire's Accessory Dwelling Unit (ADU) law, which takes effect on June 1, 2017. Proposed amendments clarify that Accessory Dwelling Units are allowed in single family residences and delete all provisions requiring or limiting occupancy to a family member or family caregiver to comply with the State law. Additionally, the definition of Accessory Dwelling Unit is amended to match the statutory definition.

Yes 946 No 269

ARTICLE 3 - TELECOMMUNICATIONS FACILITIES
Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 1052.02 Telecommunications Facilities, Applicability, Amateur Radio Antennas to bring Litchfield's Amateur Radio Antenna requirements in line with State and Federal protections and eliminates height restrictions for such towers. Amateur radio is a hobby whose antenna support structures are protected under federal law (47 CFR 97.15(e)) as well as state law and as such height limits are preempted by State and Federal law.

Yes 927 No 293

ARTICLE 4 - DIMENSIONAL REQUIREMENTS
Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend the Zoning Ordinance to make editorial changes throughout the Ordinance regarding dimensional requirements, specifically with regard to Additional Requirements within Setbacks and Grandfathered Structures. There are no proposed substantive changes to the dimensional requirements currently in effect. No changes are proposed to the actual requirements themselves.

Yes 921 No 260

ARTICLE 5 - 2017 OPERATING BUDGETS
To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling $5,755,806. Should this article be defeated, the default budget shall be $5,686,994 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield or by Law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated 2017 tax rate increase is $0.08

Yes 707 No 506

ARTICLE 6- FULL TIME POLICE OFFICER
To see if the town will vote to hire a full time police officer effective July 1, 2017 at an annual salary and related costs of $86,047 and further vote to raise and appropriate the sum of $39,055 for wages and benefits for the period of July 1, 2017 to December 31, 2017. Estimated 2017 tax rate impact: $0.04.

FT Officer	2017	2018
Wages	$24,440.00	$51,927.70
Health (2 person)	$ 6,869.00	$16,487.04
Dental (2 person)	$ 340.60	$ 817.44
NHRS	$ 7,192.69	$15,282.17
Workers Comp	$ 366.68	$ 778.91
Medicare	$ 354.38	$ 752.94
Total	$39,054.47	$86,046.20

Yes 839 No 407

ARTICLE 7 - ROAD IMPROVEMENT PROJECTS
To see if the Town will vote to raise and appropriate the sum of $200,000 for the purpose of road improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Robyn Avenue, Underwood Drive, Hildreth Drive, Whittemore Drive, Nathan Drive, Gibson Drive, McQuesten Circle, Parker Circle and other roads as necessary. Estimated 2017 tax rate impact: $0.23.

Yes 710 No 520

ARTICLE 8 - SECOND YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION
To see if the Town will vote to raise and appropriate the sum of $10,186.00 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the second year of a three year implementation plan. Estimated 2017 tax rate impact: $0.01.

Yes 897 No 337

ARTICLE 9 - LIBRARY EARNED TIME ACCRUAL EXPENDABLE TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $5,000.00 to be placed in the Library Earned Time Accrual Expendable Trust Fund as previously established. Estimated 2017 tax rate impact: $0.01.

Yes 824 No 403

ARTICLE 10 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $60,000 to be placed in the Earned Time Accrual Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2017 tax rate impact: $0.00.

Yes 896 No 320

ARTICLE 11 - HUMAN SERVICES AND HEALTH AGENCIES
To see if the Town will vote to raise and appropriate the sum of $2,400.00 to support Human Services and Health Agencies as follows:

- St Joseph's Community Services (Meals on Wheels) - $1,600
- Big Brothers/Big Sisters - $500
- Bridges (domestic violence) - $300
- Home Health & Hospice Care - $0.00
- Greater Nashua Mental Health Center - $0.00
- Lamprey Health Care - $0.00

- Court Appointed Special Advocates - $0.00
- American Red Cross - $0.00

Estimated 2017 tax rate impact: $0.01.

Yes 815 No 428

ARTICLE 12 - FIRE VEHICLE AND EQUIPMENT REPAIR EXPENDABLE TRUST FUND
To see if the Town will vote to establish a Fire Vehicle and Equipment Repair Expendable Trust Fund pursuant to RSA 31:19-a for unanticipated repairs greater than $5,000 for fire vehicles and equipment and to raise and appropriate the sum of $50,000.00 to be placed in said fund. Further, to name the Board of Selectmen as agents to expend from said fund. The primary purpose of this article is to create an expendable trust fund for Fire Department vehicle and equipment repair. Defeat of this article would not bar expenditures for repairs to the Fire Department equipment and vehicles. Estimated 2017 tax rate impact: $0.06.

Yes 692 No 554

ARTICLE 13 - ARCHITECTURAL AND ENGINEERING FEES FOR NEW FIRE STATION
To see if the Town will vote to raise and appropriate the sum of $66,000.00 for the purpose of funding architectural and engineering services to revise and update existing building and site plans for the future construction of a new fire station at Liberty Way. This sum to come from the unassigned fund balance and no amount to be raised from taxation. It is anticipated that an additional $34,001.00 shall be spent from the Fire Station and Municipal Office Impact Fee Accounts for this purpose. Estimated 2017 tax rate impact: $0.00.

Yes 856 No 399

ARTICLE 14 - NON-LAPSING APPROPRIATION
To see if the Town will vote to revoke the non-lapsing provisions of Article 8 from the 2016 town meeting, which raised and appropriated $37,600 for expenses associated with training one full time firefighter as a paramedic, as the funds are no longer needed for this purpose. This will allow the funds to lapse into the general fund. Estimated 2017 tax rate impact: $0.00.

Yes 1022 No 203

ARTICLE 15 - TAX CAP
To see if the Town will vote to adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more that $175,000. (3/5 vote required.)

Yes 789 No 430 - 731 needed to pass

ARTICLE 16 - ALL VETERANS' TAX CREDIT
To see if the Town will vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving

a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be $300.00, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28.

Yes 1022 No 219

EXCERPTS FROM PREVIOUS TOWN REPORTS

≈2007≈

Selectmen's Report "….This year has seen many changes. Retired from service this year were Cecile Durocher, Roland Bergeron and James Gaudet. Cecile served 43 Boards of Selectmen with Roland retiring with 47 Years of service and James with 15. ….."

Highway Department "….The Town of Litchfield qualified for Federal Emergency Management Agency (FEMA) monies for the 2007 floods…"

Police Report "….This year we lost a very intricate part of the police department with the retirement of Sharon Harding Reed. Those who know Sharon can appreciate our loss with her vast knowledge, not only for the town but our police department. Her hard work and dedication is already missed……"

≈1997≈

In Memoriam "……Eduardo Albuquerque, April 14, 1929 – November 25, 1997: Planning Board Chairman, Part time Police Officer and Nashua Regional Planning Commission Member……"

Selectmen's Report "…..A 2.2 mile bike path was built this year with 80% federal funds and 20% town funds starting at Cranberry Lane and extending north along Albuquerque Ave. The Fire department received a forest fire truck from surplus this year. The truck has been refurbished and painted and is now ready for duty. Police Chief David Robert Retired from his position at the end of the year. He had been Chief for 12 years. The Town Hall - Police Station Building Committee, Selectmen and the Town employees were all excited to see the new building get passed with such approval of the voters. The groundbreaking ceremony was held in June and the employees moved in on January 17, 1998….."

≈1987≈

Police Department "**.....**1987 showed some changes for the Litchfield Police Department. The most significant change being the addition of two full time Police officers……"

≈1977≈

Superintendent of Schools Report"…..Without a doubt the most significant event to occur during the past year was the successful passage of the 1.2 million dollar bond issue for the construction of an addition to the Griffin Memorial School passed at the recessed Annual School District Meeting in April. Our Programming for special services was recognized in two ways during the past year. In the spring of 1977, we were one of the few Supervisory Unions in the State to receive a full three year accreditation from the N.H. State Department of Education's division of special education. During the past fall, our Language Development Program funded through ESEA Title I, received a second place award from the N.H. Counsel for Better School's Annual Awards Program ……."

≈1967≈

In Memoriam "…..Corabell Colby, Library Trustee 1946-1967……."

Selectmen's Report "….. The town lines were perambulated with adjoining towns this year. This is a requirement of the State to be conducted every seventh year. The road building program has proceeded on schedule. A few driveways have got to be graded into the last section just completed. Woodland Drive off Corning Road is now an accepted street……"

EXCERPTS FROM PREVIOUS TOWN REPORTS

Road Agent's Report ".....The remaining portion of Page Road was rebuilt this past year. This portion was widened; level out with catch basins and culverts installed. The mixing of pavement was done by the State of New Hampshire equipment and supervision. Louise Drive was regraded and drainage was improved. Portions of both ends of Pinecrest Road were widened and some gravel put in.

≈1957≈

In Memoriam "..... Fred McQuesten (1904 - 1957) Litchfield Selectmen 6 ½ years, Deputy Forest Fire Warden 4 years, Forest Fire Warden 11 years and Police Officer for 15 years….."

Superintendent's Report*"…..*In the past year two important changes have taken place that are being reflected in many ways in the educational well being of the Litchfield Elementary School. Number one was the decision of the voters of Litchfield to follow the recommendations of your School Board and Superintendent in providing better teachers' salaries. Number two was the establishment of single units in grades 3 and 4. Another addition to the program has been the music program introduced by the teachers on their own initiative….."

Fire House Building Committee ".....We wish to thank all the people who helped get the Litchfield Fire Station on its way. To our regret we were unable to get the roof on before cold weather as we had hoped. To Sterling Colby goes much thanks for the donation of enough lumber to finish the top of the fire station. We are making arrangements to cut the lumber this winter……."

≈1927≈

Report of the School Board".....Our first public formal graduation was held last June, a happy, beautiful and progressive event, an occasion the graduates took great pride in preparing for….."

CONSERVATION COMMISSION 2017

The Litchfield Conservation Commission (LCC) is an all volunteer advisory board established by the Town pursuant to NH RSA Chapter 36-A "for the proper utilization and protection of the natural resources and for the protection of watershed resources" within Litchfield.
The LCC will hold monthly meetings on the fourth Wednesday of the month in Town Hall at 7:00 p.m. The public is encouraged to attend.

In May we held the 35th annual Children's Fishing Derby at Pond View Dr./Chase Brook. The plan may be to take a few years off from running the Derby.

We welcome new alternate members Harry Menzigian, Matthew Lepore, and John (Jack) Curtin. Matthew and Jack attended the annual meeting of the NH Assoc. of Conservation Commissions in the fall. This is a valuable endeavor for new members.

We have tried to start a Conservation Corps for people who want to work on any of our town owned conservation properties. We do have an interested applicant who may help us with mapping some of our properties. We encourage others to get involved with improving some of our town owned properties.

This year the LCC created a sub-committee with the purpose of finding a location for Merrimack River access for car-top type boats. The sub-committee looked at public and privately held parcels of land from Manchester south into Litchfield. Several of the parcels were constrained by steep slopes. The parcel that rated the highest is town owned in the center of town. The access is still in the planning stages with the Recreation Commission and the Sub-Committee working on the project.

The Conservation Commission continues to promote the conservation, protection, and sound management of Litchfield's natural resources for current and future generations. We strive to balance the community's immediate needs and desires with responsible long-term use and protection of our natural resources. As appointed stewards, we educate and encourage the public to make wise decisions about these resources.

Respectfully submitted,
Tom Levesque, Sr., Chairman
Joan McKibben, Vice-Chairman
Sharon Jones, Secretary
Roger St. Laurent
Marion Godzik
Richard Husband
Michael Croteau
Harry Menzigian, Alternate
John Curtin, Alternate
Matthew Lepore, Alternate
Kevin Bourque, Selectmen's Rep

Forest Management

Moore's Falls Conservation Area

You may have recently noticed forestry equipment and large piles of wood at the access to Moore's Falls Conservation area. This is related to recent management work conducted by Fort Mountain Companies on the approximate 10 forested acres of this 33 acre property. The mature pine and oak forest has not been extensively managed or harvested for many years and consists of primarily of financially over mature timber with very little young growth except where natural disturbance (blow downs) has created opportunity.

The Town of Litchfield Conservation Commission made a conscientious decision to manage the forest resource for multiple benefits. They have worked with a licensed forester and certified logger to conduct this harvest. The trees to be cut were marked by a forester while considering the goals set forth by the Commission. Some of the goals that were discussed when deciding to manage this forest were as follows:

Water Quality protection
Recreation
Aesthetics
Wildlife habitat
Timber production

A well-managed forest will eventually have a wider range of species and age classes of trees and shrubs, all which help filter runoff and protect and enhance water quality. Forestry best management practices (BMPs) were employed during and after the harvest to limit potential for erosion into the waterways. Final BMPs will be installed in the spring when the ground thaws.

Perimeter hiking trails were avoided during the harvest where possible and logging debris was kept off original trail system. When crossing by equipment was necessary they were restored and reopened as quickly as possible. Skid trails through the interior part of the stand now provide new possible routes for hikers to explore the property. Following the harvest, the area is again ready for recreation and may now provide even more opportunities.

Immediately following the harvest, the forest will appear "disturbed" and possibly even "torn up" to the untrained eye. This is normal, and it is ok, and good! There are some broken branches and larger chunks of non-merchantable tree sections left in the forest. Though somewhat unsightly today, they will decay and return nutrients to the soil, while in the immediate future they provide beneficial wildlife habitat. The skid trails are worn to bare dirt. This is desired, termed "scarification" for the purpose of preparing a seedbed for the future forest to regenerate. It may be observed over the next few years, the areas with the best young growth will be these disturbed skid trails.

Some might think that a harvest displaces wildlife. Yes, we may unintentionally cut a tree with a den or nest in it; the benefits following the harvest by far outweigh the loss. (If we notice a den tree it is left.) This particular project was timed to limit activity during nesting season. Wildlife habitat will be improved following harvest activity. It can be assumed a more diverse forest will provide more valuable habitat to a wider range of species. As this forest regenerates it is likely local wildlife will find the area attractive, complementing the early succession habitat work that was done in the front portion of the property a few years ago. During the harvest a red fox was seen as well as birds of prey such as Red Tailed Hawk and Eagles.

The trees left after the harvest work was completed were selected by the forester as the best available candidates for survival to the next harvest entry. Trees with the best formed crowns, and straight stems

(available on this site) were left to provide a seed source as well as a “nurse crop” for the future forest. The trees at this point could all be considered “financially mature”, past prime for high growth rates per year, but nevertheless continue to put on timber volume annually. If the goals stay the same for this forest, the next sustainable harvest could be considered in the next 15 years+/-.

The forest products from this project have already found their new purpose ranging from chips burned for electricity production or heat, pine and hardwood saw logs for use in finish lumber production and a small amount of firewood for home heating. Managing this woodlot responsibly will allow multiple benefits to be realized while still having the beautiful forest so many enjoy visiting on a regular basis.

Questions?
Feel Free to contact:
Patrick Kenney
NH Licensed Forester #357
Fort Mountain Companies
168 Granite Street
Allenstown NH 03275

patrick@nhforestry.com
603-731-5214

Lower Merrimack River Local Advisory Committee (LMRLAC)

Annual Report – Town of Litchfield - 2017

The LMRLAC is chartered by New Hampshire RSA 483 Section 8-a to advise local authorities on matters pertaining to the management of the Lower Merrimack River corridor, which consists of the Designated River itself and the land within one quarter mile of the shoreline in the Towns of Hudson, Litchfield, and Merrimack, and the City of Nashua. To that end the LMRLAC reviews and comments to the appropriate permitting authorities on every proposed project within the corridor that could impact the resource values and characteristics of the River. The LAC also advocates for general public support for River management and protection activities and is required to report annually to the municipalities on the status of compliance with applicable laws, regulations, and approved plans. This Report responds to that requirement.

In 2017 LMRLAC reviewed or followed developments on projects in Merrimack, Litchfield, Hudson, and Nashua. LMRLAC also followed the progress of the Crest Gate project on the Pawtucket Dam in Lowell, MA, prospective boat launch projects in Litchfield and Nashua, and the PFOA contamination in Merrimack and Litchfield. In Litchfield, LMRLAC reviewed applications for Pennichuck Water distribution improvements, pavilions at Mel's Funway, and site improvements at Erickson Construction.

Because public awareness of the River is essential to gaining widespread support for its protection, the provision of greater public access – both on the water and from the shore – is an important goal of the LMRLAC, and is consistent with the Town's and Nashua Regional Planning Commission Long Range Plans. To that end, the LAC will continue to advocate for granting of conservation and public access easements for trails be made a condition of approval for development projects along the shoreline of the Merrimack River.

The LMRLAC member representing the Town of Litchfield is Michael Croteau.

LMRLAC Meetings are held at the Nashua Public Library on the 4th Thursday of the month at 7pm. We encourage new membership. Applications and information can be found at: http://www.nashuarpc.org/LMRLAC/index.htm

Cordially

GH Porter

Gene Porter

Chairman, LMRLAC

Gporter77@gmail.com

LITCHFIELD HIGHWAY DEPARTMENT

A year has passed and in 2017 the Highway Department has been very active in completing the following projects:

Page Road Overlay – from Albuquerque to Route 3A

Albuquerque Overlay – Griffin Lane to April Drive

Pinecrest Road West – from Augusta Way to Hildreth Drive and all roads in between

Worked in conjunction with the Pennichuck project in the Northern end of Litchfield: **Roads included:** Mike Lane, Jeff Lane, Lance Ave, Chatfield Drive, Roberts Road, Robyn Ave, parts of April. Oak Drive, Colby Road, Arcadian, Brook, Corning Morgan and Colby Road.

Removal of Encumbrances from Town Right-of Way – Pursuant to RSA 236:32, it is the policy of the Town of Litchfield to remove any encumbrance (i.e. fencing, basketball hoops, posts, etc) from the Town's right-of way. If the Road Agent determines that an onject is an incumbrance, the owner of the encumbrance will be notified by certified mail that the encumbrance shall be removed and give the owner 14 calendar days to remove it. Any person who shall place any obstruction or encumbrance in any town road or highway shall be subject to civil liability to the Town of Litchfield pursuant to the provisions of RSA 236:39, for all damages and costs which the Town shall be compelled to pay any person injured by such obstruction, defect, insufficiency or want of repair.

Projects for 2018 – Broadview **-** Reclaim/Pave, Kemo Circle – Reclaim/Pave, Kokokehas Circle – Reclaim/Pave, Pakesso Drive – Reclaim/repave and Sata Way – Repave. Catch basins are on going.

Each year there are many comments from the residents of Litchfield about the great job done of removing snow from the roads and treating for ice. The job of clearing not only the roads, but clearing the Town Hall lot, library, fire station and Darrah Pond is a real team effort from the Road Agent to each contractor. Many of our contractors live in town and adjoining towns. The Highway Department has done their best to give the people of Litchfield clean and clear roads. Jack Pinciaro would like to thank the men of this Department as well as Fire Chief Frank Fraitzl, Police Chief Joseph O'Brion. I greatly appreciate all their hard work. I also appreciate the great cooperation from our Town Administrator, Troy Brown.

Respectfully submitted,

John Pinciaro,
Road Agent

A RESIDENT'S GUIDE TO WINTER STORM & ICE OPERATIONS AND PROCEDURES

The Town of Litchfield Highway Department is pleased to issue ***"A Residents Guide to Winter Snow & Ice Operations and Procedures".*** The intent of this pamphlet is to advise Litchfield residents of the Highway Department's winter snow plowing and anti-icing/deicing objectives and to obtain your assistance so that Litchfield roads can be restored to "normal conditions" as promptly and efficiently as possible after a storm. Your cooperation is essential for the Highway Department to achieve this objective. With your assistance and patience, we will be able to provide you with the important functions of our winter maintenance operation i.e., get roads open, keep traffic flowing, and restore roads to safe traveling conditions quickly. We thank you for your anticipated cooperation.

SNOWPLOWING OPERATIONS

The following is a general description of the Highway Department's snow and ice operational plan. As you are aware, each storm is different, but we will try to follow our snow and ice operations policy as closely as possible.

Our SNOW & ICE PROGRAM entails three (3) steps:

1. Anti-icing operation 2. Plowing Operation 3. De-icing operation

Anti-Icing Operation

As the snowstorm begins, the Highway Department initiates its anti-icing operations by spreading salt when necessary, first on the primary and collector roads, hills and school bus routes and lastly all local roads, the Albuquerque bike path and sidewalks. This serves two main purposes; it prevents the snow from bonding and compacting to the pavement and it keeps traffic moving. When fully operational, 5 de-icing material spreader trucks are used for this operation.

Plowing Operation

Plowing operations begin when a minimum of 2 to 3 inches of snow accumulates on the ground. The Highway Department has 10 vehicles equipped to plow snow. The main objective during the snowstorm is to keep roads passable. At the end of the storm, the plows begin to push back the amassed snow to the edge of the pavement. *Residents may want to wait until the roads have been plowed clear, before clearing the entrance of their driveways.* If snow banks need to be pushed back further because of heavy build-up on the road side, we will attempt to do so following a storm given the availability of manpower and equipment.

No person other than an employee in the service of the Highway Department or any employee in the service of an independent contractor acting for the Highway Department shall pile, push or plow snow or ice into a Town way so as to impede the flow of traffic on such way. Whoever violates this section shall be punished by a fine of not more than one hundred dollars.

Parking of cars or other vehicles on Town roads between the hours of 11:00 PM and 7 AM is prohibited between November 15 and April 15 as well as during any other time during a snow storm or snow removal operations.

The Highway Department staff and contractors are well trained and dedicated to plow "around the clock" if necessary, keeping the roads open and passable. If a plow truck is riding with its plow up, it may be returning to the garage for fuel or repairs. Please be advised that Route 3A is maintained by the New Hampshire Department of Transportation and not by the Town of Litchfield.

Residents should not be alarmed if they do not see their road plowed during the early part of the snow storm. The Highway Department follows an assigned route plan. Please be patient, all Town-owned roads will eventually be plowed.

Another area of concern is mailboxes. We do not "deliberately" knock over or damage mailboxes. Remember, anything installed within the Town's right-of-way (i.e., fence, mailbox, etc.) is placed there at the owner's risk. Generally, the Town's right-of-way extends 25 feet from the centerline of the road (this distance does vary; if you have a question about your specific road, please contact Town Hall.) Residents are encouraged to place mailboxes at the maximum allowable distance from the pavement. Please be aware that the Highway Department does not reimburse for mailboxes damaged

during snow plowing operations. Mailboxes should be inspected regularly to insure that they are secured properly and that posts are sturdy.

Additional obstacles to our snow and ice operation are basketball hoops that are placed in Town roads. These hoops are difficult to see when it is snowing and are capable of snagging and damaging our snow plow trucks. In the event that this happens and damage is caused to the vehicle, the owner will be held responsible for the damage. So please take the time to remove the hoops during the winter months. Your cooperation is greatly appreciated.

De-Icing Operation

Once the snowfall has stopped and all roads are clear of snow, post storm de-icing operations commence. All roads are again treated with salt when necessary to improve traction and melt remaining snow and ice *(the exception to this policy will only be when material supplies are extremely low and main roads, hills and bus routes become more of a priority than secondary roads).* Bear in mind, that at temperatures below 20 degrees Fahrenheit, salt will not melt existing ice.

Residents Can Help:

Residents can assist the Highway Department during a snow storm by heeding these suggestions:

1. Observe all winter parking bans.
2. Reduce your speed and drive cautiously.
3. Remain off the streets during snow storms unless absolutely necessary.
4. Do not allow children to make "snow forts" at edge of roads.
5. Do not plow, blow or throw snow into the road.
6. Before final clean-up of your driveway, check the road. If it does not appear to be widened out, a plow will most likely be returning to plow again, and may push snow back into the entrance of your driveway more than once.
7. During plowing operations, some lawn areas located within the Town's right of way will inadvertently be damaged. To help prevent this from occurring, we recommend that you maintain reflectors at the edge of your lawn (not within the Town's right of way) as a guide for our plow operators. Please avoid placing reflectors and other metal bars within the Town's right of way.
8. Finally, please have patience. Snow plowing is a time consuming and arduous job covering approximately 74 miles of roads and 10 miles of sidewalk. Some residents will have their road plowed first and some will be last, but in the end, all town roads will be cleared.

The Highway Department is devoted to providing the residents of Litchfield with dependable snow and ice operation in the shortest and most efficient time possible. With your cooperation we will all benefit during a snowstorm. If you have any questions concerning the snow and ice operations as it is explained, please call your Road Agent at (603-817-5497) or e-mail at jpinciaro@litchfieldnh.gov. We will try to assist you in any possible way.

LITCHFIELD TRANSFER STATION 2017

Front Row: Davey Worcester DES LIC #002733 Level III
Russ Beebe DES LIC #004831
Middle Row: Derek Minervini DES LIC #008500 Level I
Bryan dePointbriand DES LIC #030822 Level II
David Walsh DES LIC #030831 Level I
Back Row: Dave Mellen DES LIC #002697 Level V Senior

2017 was a productive year for the transfer stateion, we received as follows:

Municipal Solid Waste: 206,690 pounds/1,031.84 tons
Demolition Material: 1,394,740 pounds/697.37 tons
Recyclable Materials: 1,645,300 pounds/822.65 tons

In total the crew pictured above, processed 5,103,720 pounds which equals 3,926 pounds per hour for every hour we were opened last year. Nice work to you and my crew for finding the correct destination for all of that.
Thank you to all the Litchfield home owners for making it the best T.Station in the state. Thank you for all the support and always making our job interesting.

My crew will be available for selfies, pictures and or autographs at any time we are open. Strict limit to one please. (no exceptions)!

Pictured below is Recycler the Atomic Cat. Recycler has been a dedicated staff member since 2010. Recycler's duties include waste reduction and pest control.

.

Sincerecly,

Dave Mellen

Insert for the Town of Litchfield

In 2017, the Town of Litchfield was awarded a grant from NH the Beautiful (NHtB) in the amount of $1,345.00. This grant was used toward the purchase of a 30 Yard Roll-off Container. In the past, Litchfield had their hauler drop one of their containers, Litchfield would load glass, and hauler would come back to empty it. This will cut down on cumbersome logistics now that Litchfield has their own container.

NH the Beautiful, Inc. (www.nhthebeautiful.org) is a private non-profit charitable trust founded in 1983. All NHtB funding comes from voluntary donations made by the soft drink, grocery, and malt beverage industries in NH.

NHtB has been helping New Hampshire communities improve their recycling programs for over 30 years by providing equipment grants and recycling signs as well as offering discounted pricing on recycling bins and containers.

NHtB New Hampshire the Beautiful, Inc. also supports the NRRA School Education Program (the CLUB). The Northeast Resource Recovery Association (NRRA) (www.nrra.net) is administrator for the New Hampshire the Beautiful programs.

NH the Beautiful is pleased to support the Town of Litchfield its efforts to improve its recycling program.

Northeast Resource Recovery Association
2101 Dover Road, Epsom, NH 03234
Phone: 603.736.4401 Fax: 603.736.4402
Email: info@nrra.net Web: www.nrra.net

"Partnering to make recycling strong through economic and environmentally sound solutions"

Town of Litchfield, NH

Congratulations for being such active recyclers!

Below please find information on the positive impact your recycling has had on our environment.

The recyclable materials listed below were sent to market to be remanufactured into new products through your non-profit recycling organization, the Northeast Resource Recovery Association.

Recyclable Material	**Amount Recycled In 2017**	**Environmental Impact!** Here is only one benefit of recycling materials rather than manufacturing products from virgin resources
Aluminum Cans	25,940 lbs.	Conserved enough energy to run a television for 2,640,692 hours!
Paper	129.87 tons	Saved 2,208 trees!
Scrap Metal	181.5 gross tons	Conserved 508,100 pounds of iron ore!
Steel Cans	12.2 gross tons	Conserved enough energy to run a 60 watt light bulb for 708,240 hours!
Tires	5.7 tons	Conserved 3.8 barrels of oil!

Avoided Emissions:
Recycling uses much less energy than making products from virgin resources, and using less energy means fewer greenhouse gases emitted into the atmosphere.

By recycling the materials above, you have avoided about **1,460 tons** of carbon dioxide emissions
This is the equivalent of removing **311 passenger cars** from the road for an entire year

1/16/2018

Partnering to Make Recycling Strong Through Economic and Environmentally Sound Solutions

Northeast Resource Recovery Association, 2101 Dover Road, Epsom, NH 03234
Telephone: (603) 736-4401 Fax: (603) 736-4402
E-mail: info@nrra.net Web Site: www.nrra.net

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Activity Detail Report

This is not a Bill - Pay from Invoice Only

Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program Revenue	Program Expenses	Net ▲Revenue/Expenses
Alum Can-Baled	6/7/17	426410	13,740	6.87	6.13	52	$0.545		$7,488.30		
Alum Can-Baled	11/30/17	Trip # 433939	12,200	6.10	5.45	48	$0.550		$6,710.00		
		Subtotals	25,940	12.97	11.58				14,198.30		
Baling Wire	2/2/17	213929				5	$78.300	$82.35		$473.85	
Baling Wire	9/20/17	222239				10	$33.600	$110.00		$446.00	
		Subtotals						$192.35		919.85	
Bulbs-8' Fluorescent Box	9/20/17	222238				4	$2.250			$9.00	
		Subtotals								9.00	
Bulbs-Bulk 4'	4/27/17	215884				1600	$0.073			$116.00	
Bulbs-Bulk 4'	9/20/17	222238				2856	$0.073			$207.06	
		Subtotals								323.06	
Bulbs-Bulk 8'	4/27/17	215884				240	$0.073			$17.40	
Bulbs-Bulk 8'	9/20/17	222238				216	$0.073			$15.66	
		Subtotals								33.06	
Bulbs-Circular	9/20/17	222238				5	$0.460			$2.30	
		Subtotals								2.30	
Bulbs-Compact	4/27/17	215884				2682	$0.460			$1,233.72	
		Subtotals								1,233.72	
Bulbs-Misc.	9/20/17	222238	172	0.09	0.08	1	$0.780			$134.16	
		Subtotals	172	0.09	0.08					134.16	
Bulbs-Surcharge	4/27/17	215884				1	$98.830			$98.83	
Bulbs-Surcharge	9/20/17	222238				1	$28.150			$28.15	

Report provided by: Lindsay *report date:* 1/16/2018

1/16/2018

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Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program Revenue	Program Expenses	Net ▲Revenue/Expenses
		Subtotals								126.98	
Bulbs-U-tubes	4/27/17	215884				100	$0.460			$46.00	
Bulbs-U-tubes	9/20/17	222238				66	$0.460			$30.36	
		Subtotals								76.36	
C&D-Trans.	1/20/17	213487				1	$0.000	$235.00		$235.00	
C&D-Trans.	2/15/17	214478				1	$0.000	$235.00		$235.00	
C&D-Trans.	3/9/17	215038				1	$0.000	$235.00		$235.00	
C&D-Trans.	4/6/17	215854				1	$0.000	$235.00		$235.00	
C&D-Trans.	4/14/17	215969				1	$0.000	$235.00		$235.00	
C&D-Trans.	4/20/17	216168				1	$0.000	$235.00		$235.00	
C&D-Trans.	5/2/17	216761				1	$0.000	$235.00		$235.00	
C&D-Trans.	5/12/17	217245				1	$0.000	$235.00		$235.00	
C&D-Trans.	5/25/17	217741				1	$0.000	$235.00		$235.00	
C&D-Trans.	6/7/17	218295				1	$0.000	$235.00		$235.00	
C&D-Trans.	6/20/17	218898				1	$0.000	$235.00		$235.00	
C&D-Trans.	6/29/17	219431				1	$0.000	$235.00		$235.00	
C&D-Trans.	7/12/17	219792				1	$0.000	$235.00		$235.00	
C&D-Trans.	7/24/17	220094				1	$0.000	$235.00		$235.00	
C&D-Trans.	8/8/17	220971				1	$0.000	$235.00		$235.00	
C&D-Trans.	8/15/17	221387				1	$0.000	$235.00		$235.00	
C&D-Trans.	8/22/17	221665				1	$0.000	$235.00		$235.00	
C&D-Trans.	9/6/17	222147				1	$0.000	$235.00		$235.00	
C&D-Trans.	9/12/17	222783				1	$0.000	$235.00		$235.00	

Report provided by: Lindsay *report date:* 1/16/2018

Partnering to Make Recycling Strong Through Economic and Environmentally Sound Solutions

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Litchfield, NH

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C&D-Trans.	9/19/17	222958				1	$0.000	$235.00		$235.00	
C&D-Trans.	9/29/17	333583				1	$0.000	$235.00		$235.00	
C&D-Trans.	10/12/17	334197				1	$0.000	$235.00		$235.00	
C&D-Trans.	10/23/17	334605				1	$0.000	$235.00		$235.00	
C&D-Trans.	11/8/17	335846				1	$0.000	$235.00		$235.00	
C&D-Trans.	11/17/17	336161				1	$0.000	$235.00		$235.00	
C&D-Trans.	11/30/17	336681				1	$0.000	$235.00		$235.00	
C&D-Trans.	12/8/17	337262				1	$0.000	$235.00		$235.00	
C&D-Trans.	12/28/17	337768				1	$0.000	$235.00		$235.00	
		Subtotals						$6580.00		6,580.00	
Fibers-OCC Baled	3/3/17	214879	40,440	20.22	18.05	40	$160.000		$3,235.20		
Fibers-OCC Baled	4/28/17	216600	40,040	20.02	17.88	42	$140.000		$2,802.80		
Fibers-OCC Baled	7/6/17	219545	42,760	21.38	19.09	43	$150.000		$3,207.00		
Fibers-OCC Baled	9/1/17	222114	48,210	24.11	21.52	44	$145.000		$3,495.23		
Fibers-OCC Baled	10/26/17	334730	44,380	22.19	19.81	41	$85.000		$1,886.15		
Fibers-OCC Baled	12/27/17	337425	43,900	21.95	19.60	34	$85.000		$1,865.75		
		Subtotals	259,730	129.87	115.95				16,492.13		
Freon-Units	4/26/17	216165				41	$9.000			$369.00	
Freon-Units	7/19/17	219788				51	$9.000			$459.00	
Freon-Units	9/8/17	222115				24	$9.000			$216.00	
Freon-Units	12/8/17	336682				42	$8.000			$336.00	
		Subtotals								1,380.00	
Glass-PGA	1/23/17	213488	25,340	12.67	11.31	1	$30.000			$380.10	

Report provided by: *Lindsay* *report date:* *1/16/2018*

1/16/2018

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Activity Detail Report

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Litchfield, NH

Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program Revenue	Program Expenses	Net ▲Revenue/Expenses
Glass-PGA	3/13/17	215056	23,980	11.99	10.71	1	$30.000			$359.70	
Glass-PGA	4/14/17	215855	21,900	10.95	9.78	1	$30.000			$328.50	
Glass-PGA	4/21/17	215967	23,500	11.75	10.49	1	$30.000			$352.50	
Glass-PGA	5/16/17	217246	25,820	12.91	11.53	1	$30.000			$387.30	
Glass-PGA	6/20/17	218297	27,260	13.63	12.17	1	$30.000			$408.90	
Glass-PGA	7/24/17	219794	24,020	12.01	10.72	1	$30.000			$360.30	
Glass-PGA	8/14/17	221058	25,880	12.94	11.55	1	$30.000			$388.20	
Glass-PGA	8/22/17	221386	26,340	13.17	11.76	1	$30.000			$395.10	
Glass-PGA	10/2/17	333668	22,740	11.37	10.15	1	$30.000			$341.10	
Glass-PGA	10/17/17	334350	25,180	12.59	11.24	1	$30.000			$377.70	
Glass-PGA	11/17/17	336159	23,680	11.84	10.57	1	$30.000			$355.20	
Glass-PGA	12/18/17	337423	24,660	12.33	11.01	1	$30.000			$369.90	
		Subtotals	320,300	160.15	142.99					4,804.50	
Glass-PGA-Transportation	1/23/17	213488				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	3/13/17	215056				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	4/14/17	215855				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	4/21/17	215967				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	5/16/17	217246				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	6/20/17	218297				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	7/24/17	219794				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	8/14/17	221058				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	8/22/17	221386				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	10/2/17	333668				1	$0.000	$440.00		$440.00	

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Glass-PGA-Transportation	10/17/17	334350				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	11/17/17	336159				1	$0.000	$440.00		$440.00	
Glass-PGA-Transportation	12/18/17	337423				1	$0.000	$440.00		$440.00	
		Subtotals						$5720.00		5,720.00	
Propane - 20# Damaged	7/6/17	218650				8	$0.000			$0.00	
Propane - 20# Damaged	10/19/17	333367				13	$0.000			$0.00	
		Subtotals								0.00	
Propane- 20#	7/6/17	218650				41	$1.000		$41.00		
Propane- 20#	10/19/17	333367				43	$1.000		$43.00		
		Subtotals							84.00		
Propane- 30#	7/6/17	218650				2	$4.000			$8.00	
Propane- 30#	10/19/17	333367				2	$4.000			$8.00	
		Subtotals								16.00	
Propane-Fire Extin.	7/6/17	218650				17	$6.000			$102.00	
Propane-Fire Extin.	10/19/17	333367				19	$6.000			$114.00	
		Subtotals								216.00	
Propane-Trans.	7/6/17	218650				1	$0.000	$25.00		$25.00	
Propane-Trans.	10/19/17	333367				1	$0.000	$25.00		$25.00	
		Subtotals						$50.00		50.00	
Scrap-Al Fe High Grade 70%	5/9/17	216981	2,040	1.02	0.91	1	$0.210	$195.03	$428.40	$195.03	
Scrap-Al Fe High Grade 70%	7/28/17	220422	1,740	0.87	0.78	1	$0.210	$193.27	$365.40	$193.27	
Scrap-Al Fe High Grade 70%	12/7/17	337097	1,780	0.89	0.79	1	$0.210	$135.51	$373.80	$135.51	

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Commodity	Pickup Date	Release #	Lbs.	Net Tons	Gross Tons	# of Units	Price	Haul Charge	Program Revenue	Program Expenses	Net ▲Revenue/Expenses
		Subtotals	5,560	2.78	2.48			$523.81	1,167.60	523.81	
Scrap-Metal	1/23/17	213569	13,860	6.93	6.19	1	$107.000	$195.03	$662.06	$195.03	
Scrap-Metal	2/23/17	214656	12,920	6.46	5.77	1	$80.000	$195.03	$461.43	$195.03	
Scrap-Metal	3/16/17	215140	14,420	7.21	6.44	1	$100.000	$195.03	$643.75	$195.03	
Scrap-Metal	4/10/17	215944	13,480	6.74	6.02	1	$90.000	$195.03	$541.61	$195.03	
Scrap-Metal	4/19/17	216167	12,240	6.12	5.46	1	$90.000	$195.03	$491.79	$195.03	
Scrap-Metal	4/28/17	216598	13,720	6.86	6.13	1	$90.000	$195.03	$551.25	$195.03	
Scrap-Metal	5/2/17	216654	10,880	5.44	4.86	1	$90.000	$195.03	$437.14	$195.03	
Scrap-Metal	5/11/17	216980	11,200	5.60	5.00	1	$90.000	$195.03	$450.00	$195.03	
Scrap-Metal	5/18/17	217331	13,640	6.82	6.09	1	$90.000	$195.03	$548.04	$195.03	
Scrap-Metal	5/30/17	217695	14,080	7.04	6.29	1	$90.000	$195.03	$565.71	$195.03	
Scrap-Metal	6/9/17	218259	16,360	8.18	7.30	1	$90.000	$195.03	$657.32	$195.03	
Scrap-Metal	6/16/17	218617	12,620	6.31	5.63	1	$90.000	$195.03	$507.05	$195.03	
Scrap-Metal	6/30/17	219204	17,560	8.78	7.84	1	$97.000	$195.03	$760.41	$195.03	
Scrap-Metal	7/7/17	219544	10,800	5.40	4.82	1	$97.000	$193.27	$467.68	$193.27	
Scrap-Metal	7/20/17	220095	15,020	7.51	6.71	1	$97.000	$193.27	$650.42	$193.27	
Scrap-Metal	7/27/17	220421	12,120	6.06	5.41	1	$97.000	$193.27	$524.84	$193.27	
Scrap-Metal	8/8/17	220970	13,280	6.64	5.93	1	$130.000	$193.27	$770.72	$193.27	
Scrap-Metal	8/16/17	221388	12,440	6.22	5.55	1	$130.000	$193.27	$721.97	$193.27	
Scrap-Metal	8/25/17	221666	11,320	5.66	5.05	1	$130.000	$193.27	$656.97	$193.27	
Scrap-Metal	9/1/17	222071	11,440	5.72	5.11	1	$130.000	$193.27	$663.92	$193.27	
Scrap-Metal	9/13/17	222662	13,920	6.96	6.21	1	$130.000	$193.27	$807.86	$193.27	
Scrap-Metal	9/20/17	222956	11,360	5.68	5.07	1	$120.000	$193.27	$608.57	$193.27	

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Scrap-Metal	9/25/17	333161	11,220	5.61	5.01	1	$110.000	$193.27	$550.98	$193.27	
Scrap-Metal	10/9/17	333879	14,180	7.09	6.33	1	$110.000	$196.79	$696.34	$196.79	
Scrap-Metal	10/23/17	334349	14,300	7.15	6.38	1	$110.000	$134.34	$702.23	$134.34	
Scrap-Metal	11/6/17	335391	14,220	7.11	6.35	1	$110.000	$134.34	$698.30	$134.34	
Scrap-Metal	11/13/17	336098	13,400	6.70	5.98	1	$110.000	$134.34	$658.03	$134.34	
Scrap-Metal	11/21/17	336370	12,980	6.49	5.79	1	$110.000	$134.34	$637.41	$134.34	
Scrap-Metal	11/28/17	336680	11,380	5.69	5.08	1	$110.000	$134.34	$558.84	$134.34	
Scrap-Metal	12/6/17	337096	10,280	5.14	4.59	1	$110.000	$135.51	$504.82	$135.51	
Scrap-Metal	12/14/17	337338	10,280	5.14	4.59	1	$135.000	$135.51	$619.56	$135.51	
		Subtotals	400,920	200.46	178.98			$5607.60	18,777.02	5,607.60	
Steel Cans-Loose	1/31/17	213928	4,180	2.09	1.87	1	$97.000	$195.03	$181.01	$195.03	
Steel Cans-Loose	4/7/17	215851	5,060	2.53	2.26	1	$90.000	$195.03	$203.30	$195.03	
Steel Cans-Loose	6/1/17	217957	4,280	2.14	1.91	1	$90.000	$195.03	$171.96	$195.03	
Steel Cans-Loose	7/31/17	220423	4,540	2.27	2.03	1	$107.000	$193.27	$216.87	$193.27	
Steel Cans-Loose	9/28/17	333368	4,580	2.29	2.04	1	$87.000	$193.27	$177.88	$193.27	
Steel Cans-Loose	11/27/17	336445	4,600	2.30	2.05	1	$87.000	$134.34	$178.66	$134.34	
		Subtotals	27,240	13.62	12.16			$1105.97	1,129.68	1,105.97	
Tires	6/15/17	217937	1,125	0.56	0.50	45	$1.250			$56.25	
Tires	11/2/17	334732	60	0.03	0.03	12	$1.000			$12.00	
		Subtotals	1,185	0.59	0.53					68.25	
Tires-Passenger	6/15/17	217937	5,750	2.88	2.57	230	$2.750			$632.50	
Tires-Passenger	11/2/17	334732	4,400	2.20	1.96	176	$2.500			$440.00	
		Subtotals	10,150	5.08	4.53					1,072.50	

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Tires-Truck	6/15/17	217937	90	0.05	0.04	2	$21.000			$42.00	
		Subtotals	90	0.05	0.04					42.00	
Vegetable Oil - Gallons	12/31/17	338419				130	$0.000			$0.00	
		Subtotals								0.00	
Wood	1/20/17	213487	10,020	5.01	4.47	1	$54.000			$270.54	
Wood	2/15/17	214478	11,180	5.59	4.99	1	$56.000			$313.04	
Wood	3/9/17	215038	10,900	5.45	4.87	1	$56.000			$305.20	
Wood	4/6/17	215854	11,520	5.76	5.14	1	$56.000			$322.56	
Wood	4/14/17	215969	9,200	4.60	4.11	1	$56.000			$257.60	
Wood	4/20/17	216168	9,300	4.65	4.15	1	$56.000			$260.40	
Wood	5/2/17	216761	9,800	4.90	4.38	1	$56.000			$274.40	
Wood	5/12/17	217245	8,640	4.32	3.86	1	$56.000			$241.92	
Wood	5/25/17	217741	8,920	4.46	3.98	1	$56.000			$249.76	
Wood	6/7/17	218295	10,520	5.26	4.70	1	$56.000			$294.56	
Wood	6/20/17	218898	9,100	4.55	4.06	1	$56.000			$254.80	
Wood	6/29/17	219431	7,700	3.85	3.44	1	$56.000			$215.60	
Wood	7/12/17	219792	9,200	4.60	4.11	1	$56.000			$257.60	
Wood	7/24/17	220094	10,700	5.35	4.78	1	$56.000			$299.60	
Wood	8/8/17	220971	9,060	4.53	4.04	1	$56.000			$253.68	
Wood	8/15/17	221387	7,200	3.60	3.21	1	$56.000			$201.60	
Wood	8/22/17	221665	8,140	4.07	3.63	1	$56.000			$227.92	
Wood	9/6/17	222147	10,080	5.04	4.50	1	$56.000			$282.24	
Wood	9/12/17	222783	8,560	4.28	3.82	1	$56.000			$239.68	

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Wood	9/19/17	222958	7,940	3.97	3.54	1	$56.000			$222.32	
Wood	9/29/17	333583	8,080	4.04	3.61	1	$56.000			$226.24	
Wood	10/12/17	334197	9,020	4.51	4.03	1	$56.000			$252.56	
Wood	10/23/17	334605	10,700	5.35	4.78	1	$56.000			$299.60	
Wood	11/8/17	335846	10,640	5.32	4.75	1	$56.000			$297.92	
Wood	11/17/17	336161	8,900	4.45	3.97	1	$56.000			$249.20	
Wood	11/30/17	336681	9,420	4.71	4.21	1	$56.000			$263.76	
Wood	12/8/17	337262	9,160	4.58	4.09	1	$56.000			$256.48	
Wood	12/28/17	337768	8,200	4.10	3.66	1	$56.000			$229.60	
		Subtotals	261,800	130.90	116.87					7,320.38	
		Grand totals	**1,313,087**	**656.54**	**586.20**				**$51,848.73**	**$37,365.50**	**▲$14,483.23**

Report provided by: *Lindsay* *report date:* *1/16/2018*

call2recycle® Recharging the planet. Recycling your batteries.™

Run Date:1/22/2018

Site Summary Report

Litchfield Transfer Station

Call2Recycle ID: 115735
Enrolled: October 03, 2008

Store ID:
2 Liberty Way
Litchfield, NH 03052-2345

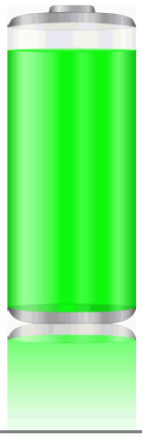
Batteries / Cell Phones Collected From 1/1/2017 To 12/31/2017

Rechargeable Batteries

	Weight (lbs)
Nickel Cadmium (Ni-Cd)	351
Lithium Ion (Li-Ion)	127
Nickel Metal Hydride (Ni-MH)	63
Small Sealed Lead Acid (SSLA/Pb)	23
Total:	564

Non-Rechargeable Batteries / Cell Phones

	Weight (lbs)
Alkaline	3
Lithium	5
Other	1
Total:	9



Fully Charged!

You Last Sent a Box to Call2Recycle
On November 16, 2017.
(67 Days Ago)

For the Reporting Period You Have:

Sent in **19** Boxes

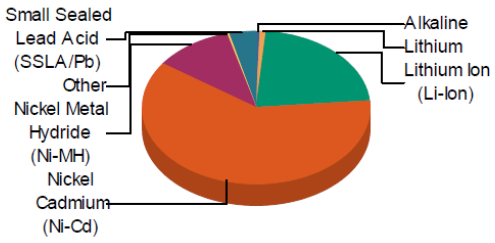
Collected a Total of **573 lbs**

Returned **0** Cell Phones

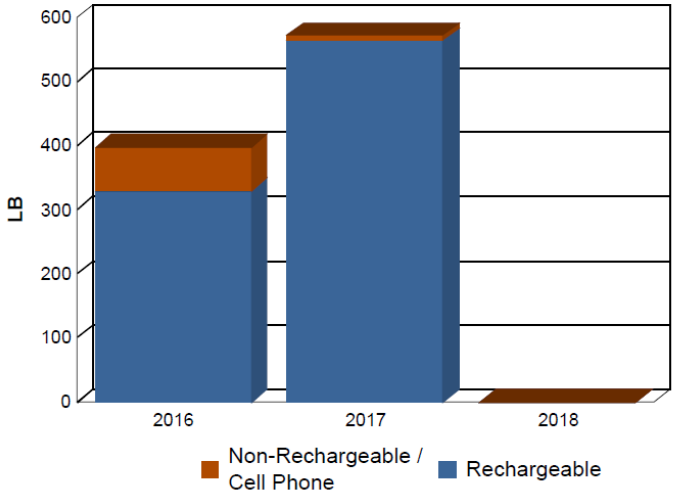
Fully Charged - You last recycled with Call2Recycle within 6 months
Time To Recharge - You last recycled with Call2Recycle between 6 months and 1 year ago
Drained - You last recycled with Call2Recycle more than 1 year ago

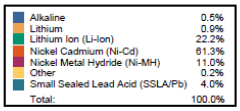
Collection Breakdown

Weights in lbs



3 Year Trend





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Introduction

This report highlights the benefits to the Town of Litchfield from its participation in the Nashua Region Solid Waste Management District's (NRSWMD) 2017 Household Hazardous Waste Program. This program was funded by municipal assessments, user fees, and a grant received by the Nashua Regional Planning Commission from the NH Dept. of Environmental Services. The following charts and figures reflect data from collection events held during the spring, summer, and fall of 2017.

2017 Collection Overview

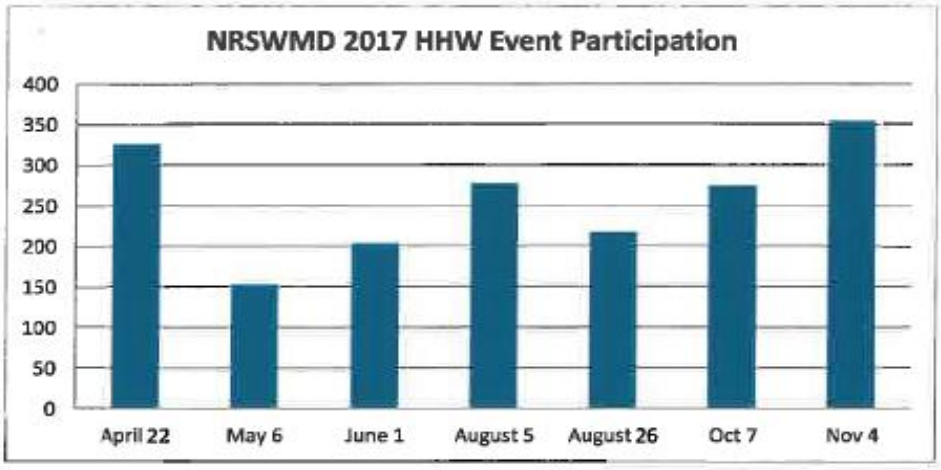
Seven (7) collections were held during the 2017 HHW season. Five of the events were located at the Nashua Public Works Garage and satellite events were held in Milford and Pelham. Residents from any NRSWMD member municipality can participate in any event.

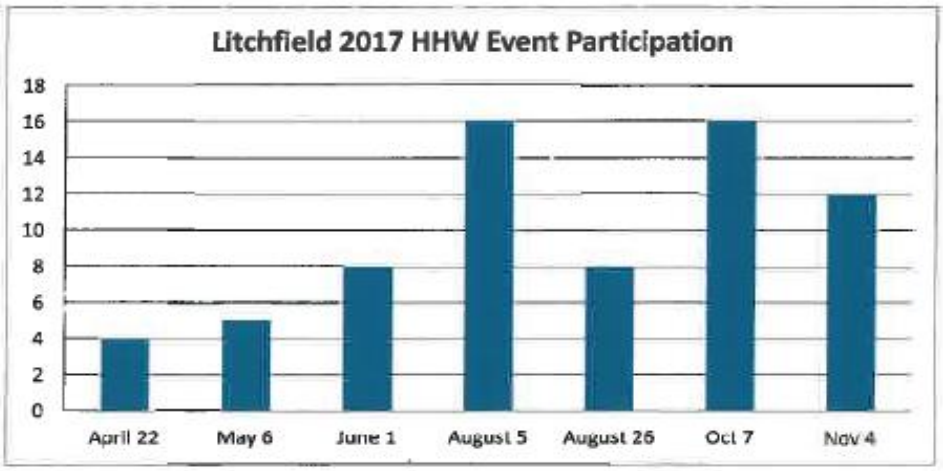
Saturday April 22, 8am-12pm, in Nashua	Saturday May 6, 8am-12pm, in Milford
Thursday June 1, 3-7pm, in Nashua	Saturday August 5, 8am-12pm, in Nashua
Saturday August 26, 8am-12pm, in Pelham	Saturday October 7, 8am-12pm, in Nashua
Saturday November 4, 8am-12pm, in Nashua	

2017 Total Participation

In 2017, a total of 1,808 households participated in the HHW collections District-wide; of those, 69 households or 3.8% came from Litchfield. This was the highest annual participation from Litchfield residents since 2003. According to the 2016 NH Office of Energy and Planning estimates, the population of the NRSWMD region is 215,868. The 2016 OEP population estimate for the Town of Litchfield is 8,415, which is 3.9% of the District's total population. Thus, Litchfield residents utilize the collection events at a rate consistent with their population. 43% of Litchfield participants were first time attendees.

Households	April 22	May 6	June 1	Aug. 5	Aug. 26	Oct. 7	Nov. 4	Total	Percent Participation	Percent Population
NRSWMD	326	153	204	278	217	275	355	1,808	N/A	N/A
Litchfield	4	5	8	16	8	16	12	69	3.8%	3.9%

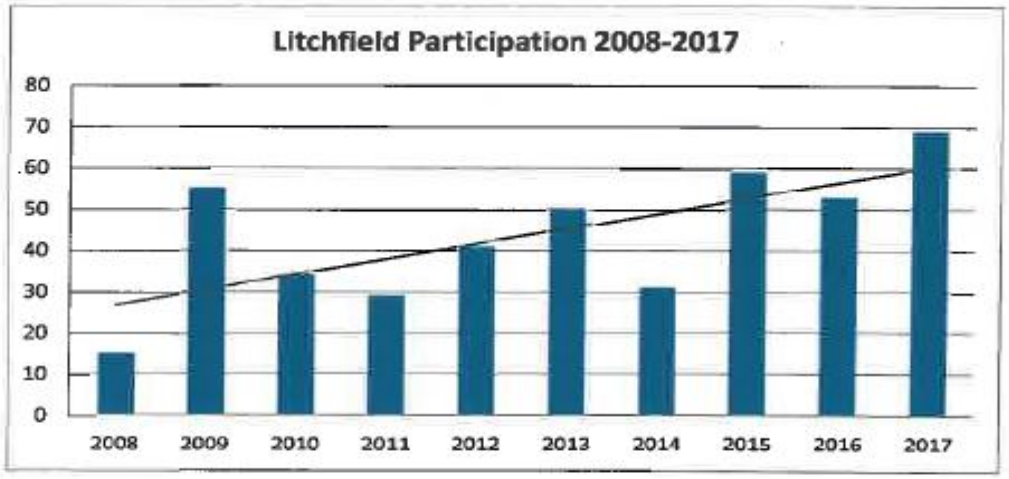


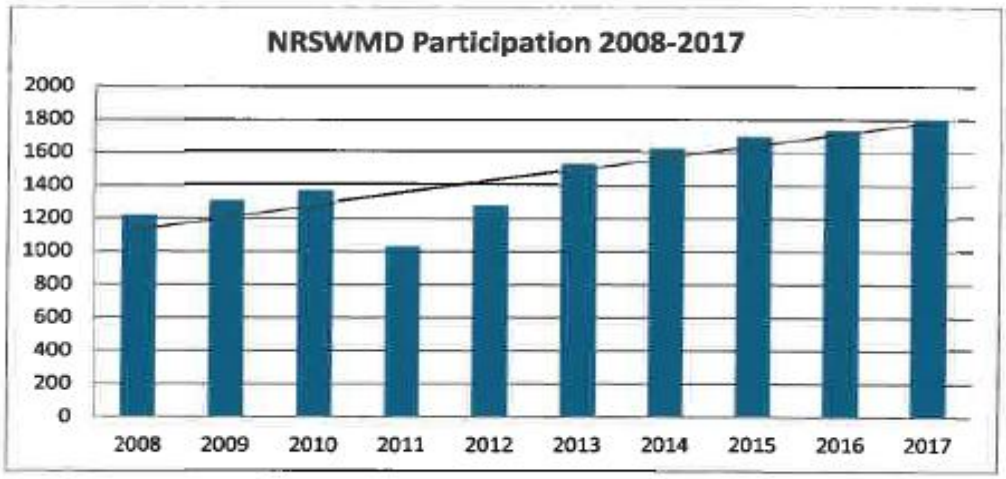


Historic Participation Trends

The Nashua Region Solid Waste Management District has charged a $10 user fee per vehicle since 2008, so it is a relevant start date for making historical comparisons. 2017 saw higher participation rates District-wide than any other year during this period. Litchfield participation rates by household have also trended upward since 2008.

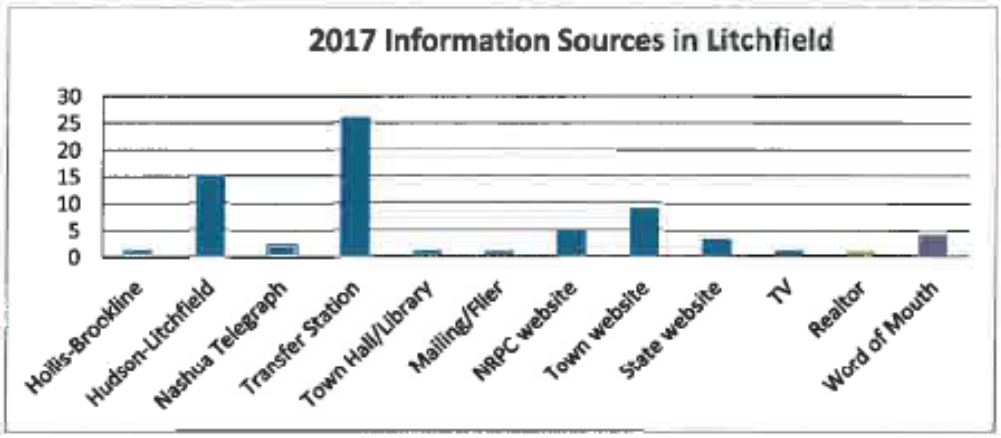
Households	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Litchfield	15	55	34	29	41	50	31	59	53	69
District	1,216	1,312	1,368	1,032	1,280	1,532	1,623	1,696	1,736	1,808
Litchfield % of Total	1.23%	4.19%	2.49%	2.81%	3.20%	3.26%	1.91%	3.48%	3.05%	3.8%





Information Sources

By tracking how participants learn about HHW events, we can better target our marketing and outreach. In 2017, most Litchfield residents learned about HHW collections through the Transfer Station (26 households).

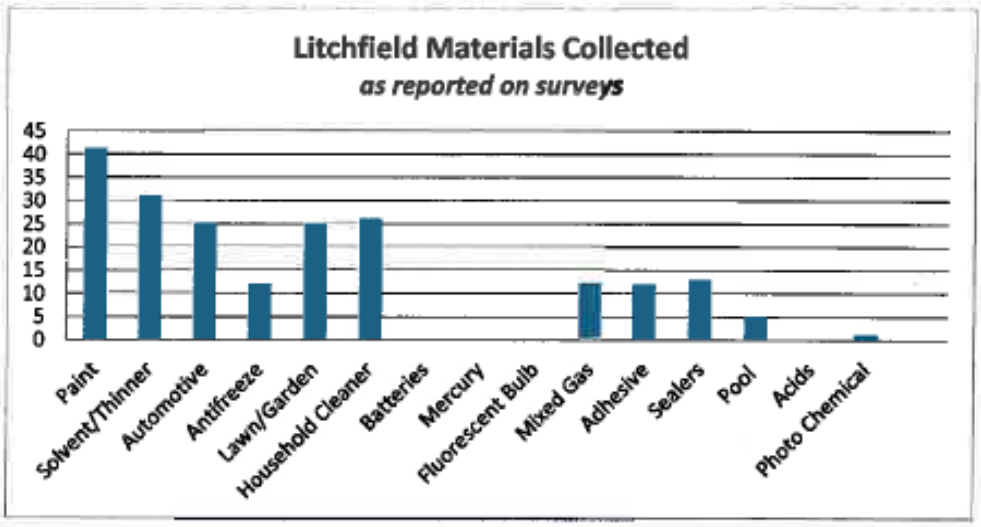


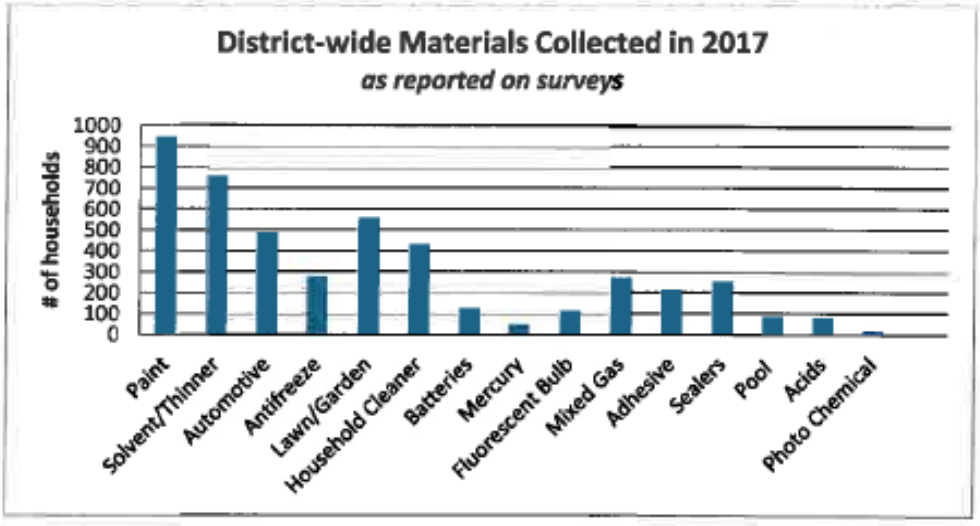
Materials Collected

The Solid Waste District manifested a total of 98,284 pounds of waste during the 2017 collection season. Of this, 88,005 pounds were hazardous and 10,279 pounds were universal wastes. This is an increase of 4,899 pounds from the 2016 total (93,385 total pounds of waste in 2016; 82,237 pounds hazardous and 11,148 pounds universal). Participant surveys provide more detailed information on the types of waste being collected from each municipality. This information can be used to target community-specific outreach and education efforts on the most prominent types of waste being collected.

The composition of waste collected through the 2017 HHW events, as reported on participant surveys, is shown below. Paint continued to be the most common item received; 951 households District-wide (52.6%) brought paint to the 2017 collection events. This is slightly lower than the percentage of households who brought paint in 2016 (54.5%). Solvents and thinners were the second most common item again in 2017, with 757 households (41.9%) reporting to bring these materials. Lawn and garden products were the third most common item again in 2017, at 558 households (30.9%).

Among Litchfield residents, 41 out of the 69 participating households (59.4%) brought paint to the collection events, 31 households (44.9%) brought solvents and thinners, and 26 households (37.7%) brought household cleaners.





ELECTRONICS RECYCLING 2017					
547 Air Conditioners	**Weight**	**Per Pound**	**Amount**		
4/12/17	1,267.00	0.05	63.35		
6/2/17	2,224.00	0.05	111.20		
7/14/17	1,784.00	0.05	89.20		
8/17/17	1,493.00	0.05	74.65		
8/24/17	2,432.00	0.05	121.60		
9/22/17	1,545.00	0.05	77.25		
11/3/17	1,509.00	0.05	75.45		
12/1/17	2,467.00	0.05	123.35		
12/15/17	678.00	0.05	33.90	**$769.95**	**7.69tons**
450 Computers					
4/12/17	2,445.00	0.10	244.50		
6/2/17	957.00	0.12	114.84		
8/17/17	453.00	0.12	90.36		
11/3/17	526.00	0.12	63.12		
12/15/17	691.00	0.12	82.92	**$595.74**	**2.54tons**
560 Christmas Wire					
4/20/17	709.00	0.12	85.08		
12/1/17	486.00	0.12	58.32	**$143.40**	**.60tons**
404 Printers					
6/2/17	838.00	0.00	0.00		
8/17/17	998.00	0.00	0.00		
9/28/17	413.00	0.00	0.00		
11/3/17	437.00	0.00	0.00		
12/15/17	489.00	0.00	0.00	**$0.00**	**1.59tons**
540CRTS/Monitors					
4/12/17	8,884.00	(0.30)	(2,665.20)		
6/2/17	1,360.00	(0.30)	(408.00)		
7/14/17	3,982.00	(0.30)	(1,194.60)		
8/17/17	586.00	(0.30)	(175.80)		
8/24/17	3,529.00	(0.30)	(1,058.70)		
9/28/17	3,955.00	(0.30)	(1,186.50)		
11/3/17	430.00	(0.30)	(129.00)		
12/1/17	3,043.00	(0.30)	(912.90)		
12/15/17	2,387.00	(0.30)	(716.10)	**-$8,446.80**	**14.07tons**
550 Comp Wire					
4/12/17	1,112.00	0.55	611.60		
7/14/17	607.00	0.45	273.15		
8/24/17	591.00	0.45	265.95		
9/22/17	530.00	0.55	291.50		

11/3/17	478.00	0.50	239.00		
12/15/17	628.00	0.50	314.00	**$1,995.20**	**1.97tons**
400 Electronic Scrap					
4/12/17	1,665.00	0.10	127.90		
7/14/17	525.00	0.05	26.25		
9/22/17	1,540.00	0.03	46.20		
11/3/17	1,264.00	0.00	0.00		
12/1/17	516.00	0.10	51.60		
12/15/17	1,382.00	0.08	110.56	**$362.51**	**3.45tons**
540 LCD					
4/12/17	1,066.00	0.10	(106.60)		
6/2/17	697.00	0.10	(69.70)		
8/17/17	858.00	0.05	(42.90)		
9/22/17	1,096.00	0.05	(54.80)		
9/28/17	491.00	0.05	(24.55)	**-$298.55**	**2.11tons**
263 Mixed Copper/Brass					
4/12/14	950.00	.85/1.95	724.21		
9/22/17	276.00	.85/1.95	427.50		
9/28/17	409.00	.85/1.95	736.20	**$1,887.91**	**.082tons**
575Lead Acid Batteries					
6/2/17	3,065.00	0.29	888.85		
8/17/17	1,345.00	0.30	406.20		
11/3/17	1,467.00	0.30	440.10		
12/15/17	1,679.00	0.3	503.7	**$2,238.85**	**3.79tons**
				-$751.79	**38.617tons**

Municipal Solid Waste/Demolition											
	MSW						DEMO				
				7844avg						7072avg	
DATE	WEIGHT	AMT	HAUL	TOTAL		DATE	WEIGHT	AMT	HAUL	TOTAL	
January				1516.88						1623.4	
	101.54			$9,360.88			48.8			$5,448.60	
1/3/17	9.79	704.88	215.00	919.88	2016	1/3/17	4.05	291.60	215.00	506.60	2016
1/3/17	10.26	738.72	215.00	953.72	2016	1/3/17	6.03	434.16	215.00	649.16	2016
1/6/17	10.19	733.68	215.00	948.68		1/6/17	4.92	354.24	215.00	569.24	2016
1/10/17	10.97	789.84	215.00	1,004.84		1/6/17	7.62	548.64	215.00	763.64	2016
1/11/17	10.59	762.48	215.00	977.48		1/13/17	5.65	406.80	215.00	621.80	
1/17/17	8.47	609.84	215.00	824.84		1/20/17	5.90	424.80	215.00	639.80	
1/20/17	10.47	753.84	215.00	868.84		1/24/17	5.59	402.48	215.00	617.48	
1/24/17	10.07	725.04	215.00	940.04		1/31/17	4.25	306.00	215.00	521.00	
1/27/17	9.63	693.36	215.00	908.36		1/31/17	4.79	344.88	215.00	559.88	
1/31/17	11.10	799.20	215.00	1,014.20							
Febuary				2126.72						3834.12	
	61.49			$5,717.28			30.04			$3,237.88	
2/3/17	11.65	838.8	215.00	1053.8		2/7/17	6.09	438.48	215.00	653.48	
2/7/17	10.41	749.52	215.00	964.52		2/17/17	5.75	414	215.00	629	
2/14/17	9.17	660.24	215.00	875.24		2/21/17	6.26	450.72	215.00	665.72	
2/15/17	9.38	675.36	215.00	890.36		2/24/17	6.54	470.88	215.00	685.88	
2/21/17	9.81	706.32	215.00	921.32		2/28/17	5.4	388.8	215.00	603.8	
2/21/17	11.07	797.04	215.00	1012.04							
March				1049.08						3593.2	
	93.64			$8,893.08			30.4			$3,478.80	
3/2/17	11.92	858.24	215.00	1073.24		3/7/17	5.04	362.88	215.00	577.88	
3/3/17	11.71	843.12	215.00	1058.12		3/7/17	5.37	386.64	215.00	601.64	
3/7/17	9.48	682.56	215.00	897.56		3/14/17	5.26	378.72	215.00	593.72	
3/10/17	9.37	674.64	215.00	889.64		3/21/17	5.54	398.88	215.00	613.88	
3/14/17	11.65	838.8	215.00	1053.8		3/24/17	3.51	252.72	215.00	467.72	
3/21/17	10.94	787.68	215.00	1002.68		3/28/17	5.68	408.96	215.00	623.96	
3/24/17	10.92	786.24	215.00	1001.24							
3/28/17	11.26	810.72	215.00	1025.72							
3/31/17	6.39	676.08	215.00	891.08							
April				2739.88						-39.68	
	55.96			$5,104.12			62.94			$7,111.68	
4/7/17	11.16	803.52	215	1018.52		4/7/17	6.51	468.72	215	683.72	
4/11/17	12.13	873.36	215	1088.36		4/11/17	4.99	359.28	215	574.28	
4/18/17	10	720	215	935		4/11/17	5.9	424.8	215	639.8	
4/21/17	11.58	833.73	215	1048.76		4/11/17	6.95	500.4	215	715.4	
4/25/17	11.09	798.48	215	1013.48		4/14/17	4.28	308.6	215	523.16	
						4/18/17	5.3	381.6	215	596.6	
						4/18/17	4.51	324.72	215	539.72	
						4/21/17	4.77	343.44	215	558.44	
						4/21/17	4.05	291.6	215	506.6	

						4/21/17	4.48	322.56	215	537.56
						4/25/17	5.59	402.48	215	617.48
						4/26/17	5.61	403.92	215	618.92
May				**-$1,164.28**						**-3176.1**
	98.24			**$9,008.28**			**85.62**			**$10,282.02**
5/2/17	10.99	791.28	215	1006.28		5/2/17	4.38	347.76	215	562.76
5/2/2017	11.97	861.84	215	1076.84		5/2/17	5.23	376.56	215	591.56
5/5/2017	11.15	802.8	215	1017.8		5/2/17	4.24	305.28	215	520.28
5/9/2017	9.94	715.65	215	930.68		5/5/17	4.04	290.88	215	505.88
5/12/2017	11.89	856.08	215	1071.08		5/5/17	3.67	264.24	215	479.24
5/16/2017	9.9	712.8	215	927.8		5/9/17	4.81	338.4	215	561.32
5/19/2017	9.58	689.76	215	904.76		5/9/17	4.7	303.84	215	553.4
5/26/17	11.6	835.2	215	1050.2		5/12/17	4.22	303.84	215	518.84
5/30/17	11.22	807.84	215	1022.84		5/12/17	4.17	300.24	215	515.24
						5/16/17	5.81	418.32	215	633.22
						5/19/17	4.79	344.88	215	559.88
						5/19/17	4.76	342.72	215	557.72
						5/23/17	5.71	411.12	215	626.12
						5/23/17	3.28	236.16	215	451.16
						5/26/17	4.18	300.96	215	515.96
						5/26/17	3.56	256.32	215	471.32
						5/26/17	5.07	365.04	215	580.12
						5/30/17	3.71	267.12	215	482.12
						5/30/17	5.29	380.88	215	595.88
June				**-1388.19**						**-2076**
	91.43			**$9,232.19**			**79.19**			**$9,148.36**
6/6/17	12.3	885.6	215	1100.6		6/3/17	6.52	469.44	215	684.44
6/9/17	10.32	743.04	215	958.04		6/6/17	4.18	300.96	215	515.96
6/13/17	12.08	869.76	215	1084.75		6/6/17	5.22	215	375.84	590.64
6/13/17	12.03	866.16	215	1081.16		6/8/17	5.8	417.6	215	632.6
6/16/17	11.32	815.04	215	1030.04		6/9/17	5.36	385.92	215	600.92
6/20/17	10.66	767.52	215	982.52		6/9/17	7.03	506.16	215	721.16
6/23/17	11.17	215	215	1019.24		6/13/17	4.25	306	215	521
6/27/17	11.55	831.6	215	1046.6		6/16/17	4.32	311.04	215	526.04
6/30/17	9.92	714.24	215	929.24		6/20/17	5.37	386.64	215	601.64
						6/20/17	4.55	327.6	215	542.6
						6/20/17	4.28	308.16	215	523.16
						6/23/17	5.56	406.8	215	621.8
						6/23/17	4.77	343.44	215	558.84
						6/27/17	3.79	272.88	215	487.88
						6/27/17	4.66	335.52	215	550.52
						6/30/17	3.53	254.16	215	469.16
July				**2344.6**						**-488.4**
	61.45			**$5,499.40**			**63.2**			**$7,560.40**
7/5/17	10.97	789.84	215	1004.84		7/5/17	4.07	293.04	215	508.04
7/11/17	12.85	925.2	215	1140.2		7/5/17	5.17	372.24	215	587.24

7/14/17	13.9	1000.8	215	1215.8		7/5/17	4.62	332.64	215	547.64
7/18/17	12.65	910.8	215	1125.8		7/7/17	3.27	235.44	215	450.44
7/21/17	11.08	797.76	215	1012.76		7/7/17	5.59	402.48	215	617.48
						7/11/17	4.19	301.68	215	516.68
						7/11/17	3.3	237.6	215	452.6
						7/17/17	4.69	337.68	215	552.68
						7/18/17	3.86	277.92	215	492.92
						7/18/17	5.88	423.36	215	638.36
						7/19/17	4.6	331.2	215	546.2
						7/25/17	5.22	375.84	215	590.84
						7/25/17	4.61	331.92	215	546.92
						7/25/17	4.13	297.36	215	512.36
August				**-1662.52**						**-2340.56**
	105.16			**$9,506.52**			**76.98**			**$9,412.56**
8/2/17	9.78	704.16	215	919.16		8/1/17	5.09	366.48	215	581.48
8/5/17	12.37	890.64	215	1105.64		8/1/17	4.84	348.48	215	563.48
8/8/17	10.81	778.32	215	993.32		8/1/17	3.1	223.2	215	438.2
8/8/17	10.93	786.96	215	1001.96		8/5/17	4.44	319.68	215	534.68
8/11/17	12.92	930.24	215	1145.24		8/7/17	4.06	292.32	215	507.32
8/15/17	11.99	863.28	215	1078.28		8/8/17	4.81	346.32	215	561.32
8/18/17	11.1	799.2	215	1014.2		8/11/17	4.03	290.16	215	505.16
8/22/17	13.43	966.96	215	1181.96		8/11/17	5.12	368.64	215	583.64
8/30/17	11.83	851.76	215	1066.76		8/15/17	4.09	294.48	215	509.48
						8/15/17	4.45	320.4	215	535.4
						8/15/17	3.9	280.8	215	495.8
						8/18/17	4.58	329.76	215	544.76
						8/22/17	4.69	337.68	215	552.68
						8/22/17	4.15	298.8	215	513.8
						8/25/17	4.13	297.36	215	512.36
						8/30/17	4.27	307.44	215	522.44
						8/30/17	3.28	236.16	215	451.16
						8/30/17	3.95	284.4	215	499.4
SEPTEMBER				**-$1,166.44**						**-1177.14**
	98.09			**$9,010.44**			**69.78**			**$8,249.14**
9/1/17	14	1008	215	1223		9/1/17	4.07	293.04	215	508.04
9/6/17	11.23	808.56	215	1023.56		9/6/17	4.43	318.96	215	533.96
9/8/17	11.01	792.72	215	1007.72		9/6/17	6.82	491.04	215	706.04
9/12/17	5.46	406.08	215	621.08		9/6/17	5.47	393.4	215	608.84
9/15/17	11.65	838.8	215	1053.8		9/8/17	4.45	320.4	215	535.4
9/20/17	11.34	816.48	215	1031.48		9/8/17	4.96	357.12	215	572.12
9/22/17	13.57	977.04	215	1192.04		9/12/17	4.92	354.24	215	569.24
9/26/17	11.42	822.24	215	1037.24		9/12/17	4.43	318.96	215	533.96
9/29/17	8.41	605.52	215	820.52		9/15/17	5.4	388.8	215	603.8
						9/15/17	2.99	215.28	215	430.28
						9/19/17	4.19	301.68	215	516.68
						9/22/17	4	288	215	503
						9/26/17	4.63	333.36	215	548.36
						9/26/17	4.58	329.76	215	544.76
						9/29/17	4.44	319.68	215	534.66

October				**-249.44**						**-1565.96**
	88.52			**$8,093.44**			**58.03**			**$8,637.96**
10/3/17	11.57	833.04	215	1048.04		10/03/17	5.42	390.24	215	605.24
10/9/17	10.55	759.6	215	974.6		10/03/17	4.98	358.56	215	573.56
10/13/17	12.05	867.6	215	1082.6		10/06/17	4.4	316.8	215	531.8
10/18/17	10.62	764.64	215	979.64		10/9/17	4.02	289.44	215	504.44
10/20/17	10.46	753.12	215	968.12		10/10/17	4.23	304.56	215	519.56
10/25/17	10.44	751.68	215	966.68		10/13/17	5.09	366.48	215	581.48
10/27/17	10.43	750.96	215	965.96		10/18/17	4.57	329.04	215	544.04
10/31/2017	12.4	892.8	215	1,107.80		10/18/17	5.33	383.76	215	598.76
						10/20/17	4	288	215	503
						10/25/17	4.73	340.56	215	555.56
						10/25/17	4.6	331.2	215	546.2
						10/31/17	6.66	479.52	215	694.52
						10/31/17	6.52	469.44	215	684.44
						10/31/17	4.84	348.48	215	563.48
						10/31/17	5.79	416.88	215	631.88
November	**826.68**									**1687.04**
	76.56			**$7,017.32**			**44.93**			**$5,384.96**
11/8/17	12.12	872.64	215	1087.64		11/8/17	4.36	313.92	215	528.92
11/15/17	10.13	729.36	215	944.36		11/8/17	4.94	355.68	215	570.68
11/16/17	12.17	876.24	215	1091.24		11/15/17	5.52	397.44	215	612.44
11/17/17	10.95	788.4	215	1003.4		11/15/17	5.27	379.44	215	594.44
11/22/17	10	720	215	935		11/17/17	4.02	289.44	215	504.44
11/24/17	10.11	727.92	215	942.92		11/22/17	5.4	388.8	215	603.8
11/28/17	11.08	797.76	215	1012.76		11/24/17	3.46	249.12	215	464.12
						11/24/17	3.42	246.24	215	461.24
						11/28/17	4.66	335.52	215	550.52
						11/28/17	3.88	279.36	215	494.36

December										
	66.43			**$9,332.72**			**47.46**			**$5,782.12**
12/1/17	11.54	830.88	215	1045.88		12/1/17	5.62	404.64	215	619.64
12/5/17	11	792	215	1007		12/1/17	4.8	345.6	215	560.6
12/7/17	10.79	776.88	215	991.88		12/5/17	4.24	305.28	215	520.28
12/12/17	10.35	745.2	215	960.2		12/5/17	2.78	200.16	215	415.16
12/15/17	10.3	741.6	215	956.6		12/8/17	4.1	295.2	215	510.2
12/19/17	11.02	793.44	215	1008.44		12/12/17	3.32	239.04	215	454.04
12/22/17	9.95	716.4	215	931.4		12/12/17	3.74	269.28	215	484.28
12/26/17	9.55	687.6	215	902.6		12/12/17	3.78	272.16	215	487.16
12/29/17	6.88	495.36	215	710.36		12/19/17	5.49	395.28	215	610.28
12/29/17	8.38	603.36	215	818.36		12/22/17	5.38	387.36	215	602.36
						12/29/17	4.21	303.12	215	518.12

Litchfield Police Department
Annual Report 2017

Your Hometown Heroes

Litchfield Residents
Honorable members of the Board of Selectmen

It is with pleasure that I submit for your perusal the 2017 Annual Report for the citizenry of Litchfield, New Hampshire.

This was a very active year for the police department with a number of personnel moves. I want to welcome Benjamin Sargent from the rank of Sergeant to the rank of Captain. Ben is a very qualified police commander with over 16 years of experience. He did an excellent job as a sergeant and I expect he will do the same as the second-in-command of the agency. Cpl. Heath Savage was promoted to the rank of Sergeant. Heath has been a very dedicated officer with Litchfield and served many years as our first school resource officer. Master Police Officer Dennis Tessier was promoted to the rank of Sergeant. Dennis has been with the town of Litchfield since 2008 and is our traffic accident reconstructionist.

We still have several reports of fraud cases ranging from credit card fraud, issuing bad checks, identity theft, and wire fraud, to name a few. There are relatively easy ways to avoid becoming a victim to these types of crimes. It is important to run a free credit check annually to see if there are any suspicious activities or credit cards opened in your name. There are a number of credit monitoring companies that can give you an "early warning" of illegal activities. If you receive any suspicious phone calls, emails, or correspondence that you are unsure of the legitimacy, please feel free to contact the police department to make sure this is not a scam. We deal with a number of these type activities over the year and can direct you in being financially safe.

I am really happy to announce that Litchfield only had 2 reported burglaries this year. This is the lowest I have ever seen in the past 22 years. The only logical explanation is a combination of factors such as residents

reporting suspicious activity and a proactive police presence. Whatever the reason I urge residents to continue reporting to the police suspicious activity in their neighborhoods and we will continue to be vigilant.

We filled the requested police officer position from 2016 warrant article. I want to thank the residents for the overwhelming support we received; this addressed the shortfall we had in the two-man patrol coverage. I am asking for the final recommended police officer this year. The purpose of this position is to eliminate the high overtime costs. This position will eliminate an estimate of $65,000.00 in overtime and benefits costs. I will strive to make this position cost neutral. This will achieve the staffing level recommended by Municipal Resources Inc. from the 2008 MRI report. I do not see another request for additional patrol staffing in the foreseeable future. This position is recommended by the Selectmen and the Budget Committee. I want to thank both of these governing bodies in identifying the benefits this position will give to the bottom line of the budget.

I would like to welcome some new police officers this year filled by retirement, warrant article, and career change. Officer Joshua Flynn is a Litchfield native and graduate from Campbell High School, Officer Christopher Underwood of Hudson, and Slade Rasmussen from Hooksett. These officers passed the stringent requirements we bestow upon our candidates to ensure we are providing nothing but the best protectors of our great community. These men have exceeded our expectations at every level and we look forward to many years of dedicated service. Officer Robert Boda was chosen from our dispatch staff to fill a much needed part time officer position. The town entered into a contract with our prosecutor Brad Coates securing a seamless transition from our past prosecutor who provided many years of service to the residents. Mr. Coates is a valued and competent attorney who has gained much respect in his short time with the Litchfield Police Department, Merrimack District Court and surrounding police agencies. I want to thank the Board of Selectmen and Town Administrator Troy Brown for their thoughtful consideration in this critical police function.

Officer Chris Underwood **Officer Joshua Flynn** **Officer Slade Rasmussen**

I would like to recognize Cpl. Gary Gott for his hard work in managing our social media footprint in the community. He attended specialized training in forming this new venture, we strive to be transparent and responsive to the community we serve. Gary has taken proactive steps to keep residents updated with local news ranging from road closures to answering an array of questions in a timely manner. It was awesome to view a “live feed” from Facebook letting everyone know about hazardous road conditions. We will continue to keep the “likes” coming. I know Gary enjoyed putting together the “Deer Accident Map”. If you have any requests or ideas reach out to us on Facebook.

The Litchfield Police Association has been very active this year with a number of donations to children in need in our schools. The donations have been in the thousands of dollars and have helped out numerous families during the year and made Christmas possible for several children. The Litchfield Police Association is funded by the kind donations of great people, we are a 401(C)(3) charity for tax purposes.

The police department would not be what it is today without the continued support of the other town departments and their staff. I would like to personally thank the Selectmen's Office, Town Administrator, Fire Department, Road Agent, Town Clerk/Tax Collector, Litchfield Schools, and Code Enforcement for their support throughout the year.

A special "thank you" as always to Selectman John Brunelle for all the volunteer hours he does at the police department keeping our IT department running smooth. John is a good sport and takes our lighthearted acerbic wit in stride.

In closing, it is a pleasure to continue to serve in the community of Litchfield. The support of the residents and business owners towards the police department is much appreciated by all of us that protect and serve you. I would be remiss if I did not thank all of the staff at the police department for their dedication to the safety of the residents of Litchfield.

Respectfully,

Joseph E. O'Brion, Jr.
Chief of Police

MEMORANDUM

To: Chief Joseph E. O'Brion, Jr.

From: Captain Benjamin E. Sargent

Date: January 09, 2018

Re: 2017 Captain Report

Members of the Police Department continued to participate in advanced professional development courses in addition to a variety of in house training over the past year. Officer George Ivas and Officer Rachael Lang attended a course instructed by FBI Agent (Ret.) Charlie Walsh where they learned valuable skill sets as it relates to latent fingerprint recovery techniques, crime scene investigation, and collection and preservation of physical evidence. Officer Ivas and Officer Lang have applied their training to criminal investigations in town which has greatly expanded the services provided by the agency in crime scene processing.

I am pleased to announce that the department has two new certified Field Training Officers. Sergeant Dennis Tessier and Officer Ivas completed the training and have been vital in the preparation of newly appointed officers. Field Training Officers provide new recruits with the foundation of their law enforcement careers from department policies, criminal investigations, application of law and officer safety and survival skills. Sergeant Tessier and Officer Ivas are now an integrated part of the 12-14 week field training program that all new Litchfield Officers participate in.

This past year, we have worked towards expanding and adapting our firearms training program. Sergeant Dennis Tessier was certified as a Firearms Instructor, while Corporal Russell Hartley received his recertification. These officers had prepared many firearms lesson plans, conducted the yearly pistol qualifications department wide and prepared a low light shooting training session. Corporal Hartley worked with the New Hampshire Police Standards and Training instructing recruits attending the part time police academy. Corporal Hartley and Officer Anthony Brown each attended the Sig Sauer Academy where they were certified in a Law Enforcement Armorer's Course for Semi-Automatic Pistols. Corporal Hartley then received an Armorer Certification in the AR15 rifle from the Sig Sauer Academy.

With the evolving changes in technology and the constant presence of social media, Corporal Gary Gott received training relative to law enforcement and social media. This advance training will further develop Corporal Gott as a cyber crimes investigator. In addition to investigating cyber related crimes, Corporal Gott has been assigned to oversee the department's use of social media and is currently working towards a complete makeover of the department's website.

In December, Officer Joshua Flynn and Officer Christopher Underwood completed the 174th New Hampshire Police Standards and Training Full Time Police Academy. Officer Flynn and Officer Underwood represented the department with great integrity and both excelled during their academic and physical fitness training.

It was my privilege to attend the Roger Williams University Command Training Series: Mid-Management Course. Area of instruction included leading in the 21st century, organizational communication, project management, and coaching and mentoring techniques. The training was attended by many police professional from across New England and served as a great opportunity to network with other agencies. This high level of training helps mold upcoming leaders in the criminal justice field and was a great opportunity for myself. As an agency, I look forward to working with the Roger Williams University Justice System Training and Research Institute and to help develop the future leaders of the Litchfield Police Department.

This past year, we were able to enhance the level of service that we provide the town through our training program. Officers continue to remain motivated and eager to learn. It is exciting to see our staff advance both personally and professionally. It is an honor to assist you and guide Officers on a career path that will help them better address the problems we face as a town and law enforcement agency.

Very Respectfully Submitted,

Captain Benjamin E. Sargent

LITCHFIELD POLICE DEPARTMENT
2017 OFFENSE LOG STATISTICS

	2016	2017
Arrests		
Adult	128	91
Juvenile	14	9
Protective Custody	16	3
Abandoned 911 Calls	34	22
Alarms	189	184
Alcohol, Prohibited Sales	2	0
Alcohol, Unlawful Possession	11	3
Animal Involved Incidents	176	300
Arson	0	0
Assaults (All)	33	30
Attempted Suicide	1	5
Bench Warrant	9	9
Burglary	8	2
Burglary, Attempt to Commit	1	3
Civil Standby	28	28
Computer Related Crime	3	2
Criminal Mischief	21	34
Criminal Threatening	7	10
Criminal Trespass	15	8
DWI (ALL)	26	12
Default/Breach of Bail Conditions	10	12
Depart. Assist/Assist Citizen *	16	346
Vandalism	21	55
Detaining Books, Overdue	0	0
Dog Control/Running at Large	2	69
Dog a Menace, Nuisance/Vicious	13	30
Dog, License Required	1	35
Domestic Disturbance	43	18
Drug Law Violation	27	7
False Information	3	3
False Report to Law Enforcement	3	3
Fire	8	5
Fire Code Violations	0	0
Fireworks, Display of	0	6
Fireworks, Possession of	9	0
Forgery	0	3
Found Property	17	14
Fraud, Attempt to Commit	2	4
Fraudulent Use of Credit Card	10	2
Harassment	10	5
Hindering Apprehension	1	3
Identity Fraud	12	15
	3	3

	2016	2017
Issuing Bad Checks	5	4
Loitering	7	0
Lost Property	42	5
Medical Emergency	122	169
Missing Person	10	6
Neighbor Dispute/Disturbance*	5	42
Noise Complaint	31	41
Obstructing Report of a Crime	2	2
Open Door/Unsecured Building	16	23
Paperwork Service	202	135
Pawn Shop Sales	16	41
Pistol Permit Application	258	96
Police Information	143	164
Police Service	109	92
Pornography, Child	1	0
Receiving Stolen Property	2	1
Recovered Property	4	1
Resisting Arrest	2	3
Robbery	0	0
Robbery, Armed	0	0
Robbery, Armed, Conspiracy to Commit	0	0
Runaways	1	3
Sex Offenders, Registration of	18	19
Shoplifting	0	0
Shots Fired	12	0
Stalking	4	9
Suicide	4	0
Suspicious Activity	76	66
Suspicious Persons	56	61
Suspicious Vehicles	173	85
Theft	41	20
Theft by Deception	3	3
Theft from a Motor Vehicle	3	57
Theft of a Motor Vehicle	3	3
Tobacco Violations	1	0
Town Ordinance Violations/Parking	28	0
Truancy	0	2
Littering	5	2
Unruly Juvenile	1	4
Untimely Death	6	9
Unwanted Person	9	15
Vehicle Repossession	6	15
Violation of Protective Order	6	0
Welfare Check	73	81
Wire Fraud/Attempt	1	19
Business Checks	15,004	24,609
Total Calls Handled	26,998	**30,944**

*** New**

ANIMAL CONTROL 2017

Litchfield Residents:

This report summarizes the activities of the Litchfield Animal Control Department, for calendar year 2016.

Civil Summons	2017	Revenue	2016	Revenue
Unlicensed Dog	35	$850.00	21	$525.00
Dogs Running At Large	0		0	
Nuisance	0		0	
Menace	0		0	
Vicious	0		0	
No Tags	0		0	
Rabies Vaccination	0		0	
Kennel Fees	0		0	
To Appear In Court	0		0	
Service Fee	29	$140.00	20	$100.00
Total	**64**	**$990.00**	**41**	**$625.00**

Warnings	**2017**	**2016**
Unlicensed Dog	7	8
Dogs Running At Large	69	56
Nuisance	26	27
Menance	1	0
Vicious	3	6
No Tags	6	4
Rabies Vaccination	26	1
Total	**138**	**102**

Wild Animal Calls	**2017**	**2016**
Bat	5	2
Bear	5	4
Beaver	1	0
Bird	7	4
Coyote	15	8
Deer	36	36
Fisher	7	5
Fox	15	10
Goose	3	1
Horse	14	3
Mink	0	0
Moose		

Wild Animal Calls	**2017**	**2016**
Opossum	1	1
Porcupine	3	1
Rabbit	0	0
Raccoon	7	7
Skunk	13	10
Snake	2	0
Squirrel	2	1
Turkey	2	1
Turtle	5	0
Woodchuck	8	4
Other	5	2
Wild Animals Tested For Rabies	0	0
Birds Tested For West Nile	0	0
Trap Set For Wild Animal	0	0
Disposal Of Wild Animal	1	0
Total	**158**	**100**

Other Calls For Service	**2017**	**2016**
Calls About Cats	25	19
Cat Adoptions	0	0
Cat Bites Or Scratches	1	0
Cats Hit By Motor Vehicle	6	0
Cats To Another Shelter	0	0
Cats Euthanized	0	0
Cats Tested For Rabies	1	0
Cats Brought To Kennel	0	0
Stray / Abandoned Cats	0	0
Feral Cats	8	0
Trap Set For Cats	0	0
Dog Adoptions	1	0
Dog Bites	6	15
Dogs Hit By Motor Vehicle	3	1
Dogs Left In Motor Vehicle	4	1
Dogs To Another Shelter	2	0
Dogs Euthanized	0	0
Dogs Tested For Rabies	0	0
Dogs Picked Up	52	53
Dogs Brought To Kennel	33	26
Cruelty To Animals	0	0
Total	**142**	**115**

Telephone	**2017**	**2016**
In Station	152	170
Out Station	131	134
In Home	48	36
Out Home	48	36
Total	**379**	**376**

Hours Worked

In Town	574	579
At Home	487	389
At Kennel	44	26
Training	18	11
Total	**1,123**	**1,005**

Vehicle		
Mileage	4,641	3,525
Licensed Dogs	**1,863**	**1,811**

The Animal Control Department had a good year in 2016. There were no unusual incidents to mention.

A few reminders for dog owners:

1. All dogs must be Licensed by April 30th of each year
2. All dogs must have an updated rabies vaccination
3. All dogs must be secured at all times
4. Dogs are not allowed to bark more than 30 minutes during the day or at all during the evening hours.
5. Dog Licenses are available at the Town Clerks office starting in January 2018

If you have any questions on these, or any other animal related questions, please contact the Animal Control Officer 424-4047.

Respectfully Submitted,
Gerry Pilon
Litchfield Police
Animal Control Officer

Litchfield Fire – Rescue

257 Charles Bancroft Highway, Litchfield, NH 03052

2017 Fire Department Report

As a result of the feasibility study completed in 2016 and the approval of the Warrant article #13 the previously drafted plans (2004 & 2008) were reviewed and revised to meet current codes and standards as well as address the current industry best practices for fire stations. In the fall construction management companies submitted proposals to build the station. After a multi-step selection process which included town and fire department staff and residents. Eckman Construction was selected as the construction manager.

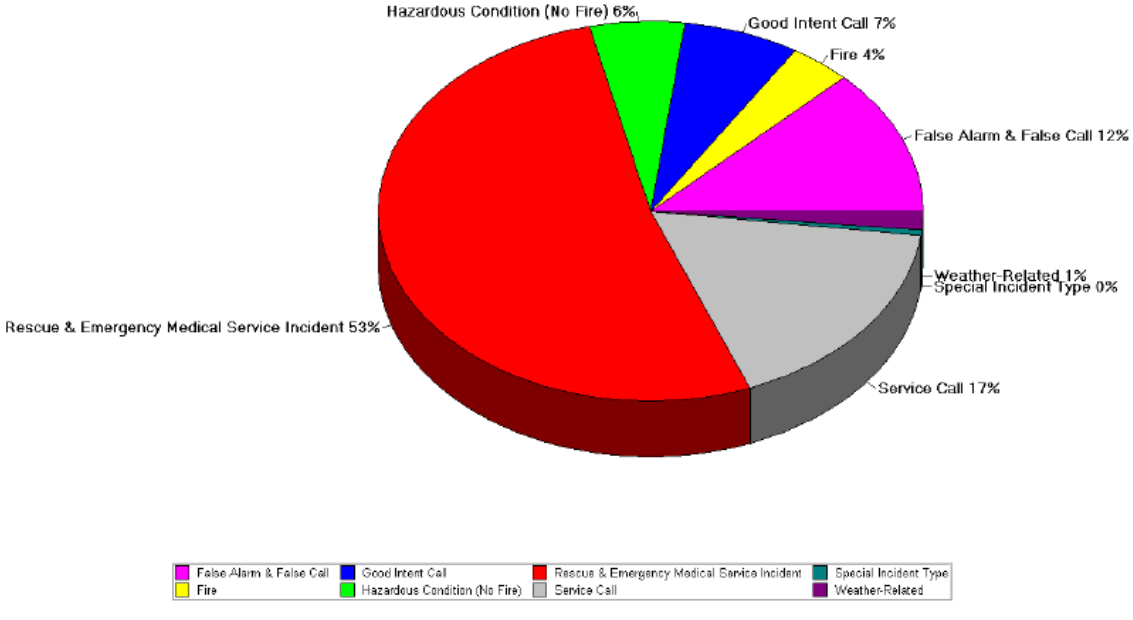
The project was estimated by Eckman and thirty of their sub-contractors for pricing. Permits have been applied for and a review by the Town planning board was completed. Based on feedback from the initial bond hearing the design was reviewed by the board of selectmen, budget committee, town staff and modified in size as well as over thirty value engineering items modified to reduce the overall cost.

The proposed station will be construction on Town owned property next door to Town Hall on Liberty way. This location will allow for much shorter response times to the more densely populated areas of the community. As designed, all of the departments apparatus will now be housed within the building with the exception of one trailer and the command vehicle.

The proposed design will provide adequate administrative space, a large training room which will also be utilized as the Town's Emergency Operations center during storms and other large-scale incidents. It will also be available to community and civic groups for meetings and other functions.

To help communicate information on the station proposal a web site has been published at www.litchfieldfirestation.com.

Please take a few moments to view the site and check back often for updated information. We would appreciate your support for this new fire station so that we may continue to provide the highest levels of service to the community. If you have any questions, please feel free to contact Chief Fraitzl ffraitzl@litchfieldfd.com or Deputy Chief Nicoll dnicoll@litchfieldfd.com or call the station at 424-8071 if you have any questions or concerns.



The department responded to a total of 653 emergency requests for service in 2017. Once again, medical calls attributed the largest percentage of our calls. The year's calls are broken down in the previous chard by incident type .

I will once again close this report by extending my heartfelt thanks to the members of the department current and retired for their ongoing commitment and dedication to the community. I am honored to lead such a great group of dedicated firefighters who selflessly give of themselves to protect the community 24 hours a day, 7 days a week, 365 days a year.

We would also like to thank you, the residents for your continued support of ***your*** *fire department!*

Yours in Safety,

Francis X. Fraitzl, III, EFO, CFO
Fire Chief

Report of Forest Fire Warden and State Forest Ranger

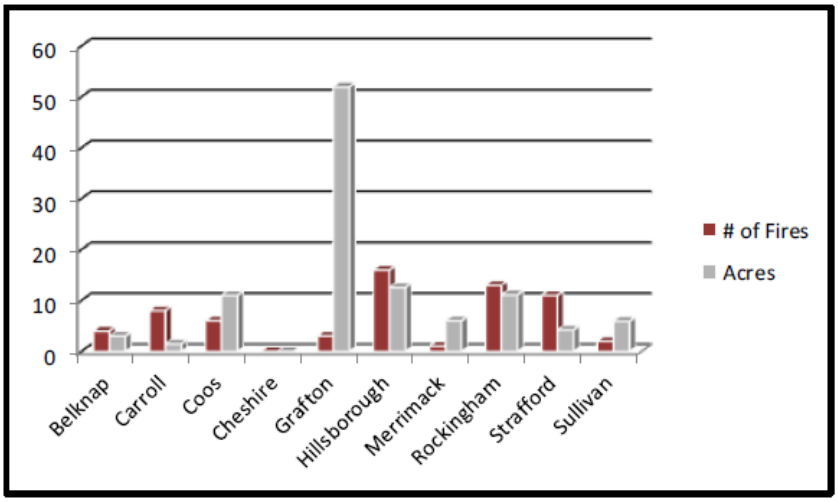
This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildland fire activity throughout the state. September and October saw fire conditions change and the state was faced with some difficult fires. The Dilly Cliff fire in North Woodstock was one of the most challenging fires we have seen in New Hampshire. Steep terrain and extreme fire behavior made this fire difficult to fight. It lasted for over 3 weeks and the final hotspots in inaccessible terrain were extinguished by heavy rains. 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. Our fire lookouts are credited with keeping many fires small due to their quick and accurate spotting capabilities. The towers fire detection efforts were supplemented by the NH Civil Air Patrol when the fire danger was especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2017 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at www.firewise.org. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

As we prepare for the 2018 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting www.NHfirepermit.com. The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or www.des.nh.gov for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at www.nhdfl.org.

2017 WILDLAND FIRE STATISTICS

(All fires reported as of December 2017)



HISTORICAL DATA		
YEAR	NUMBER of FIRES	ACRES BURNED
2017	64	107
2016	351	1090
2015	124	635
2014	112	72
2013	182	144
2012	318	206

CAUSES OF FIRES REPORTED (These numbers do not include the WMNF)								
Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.*
0	7	11	1	4	0	4	0	37

REMEMBER, ONLY YOU CAN PREVENT WILDFIRES!

2017 Annual Report of the
Southeastern New Hampshire Hazardous Materials Mutual Aid District

Bruce Breton
Selectman, Windham
Chairman, Board of Directors

Chief Thomas McPherson, Jr.
Windham Fire Department
Chairman, Operations Committee

About the District:

The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering approximately 350 square miles with a population of over 175,000 people. The District was formed in 1993 to develop a regional approach for dealing with the increasing amounts of hazardous materials being used and transported within these communities. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC, consisting of representatives from local government, industry, and the general public, works with industry to insure their compliance with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The FY2018 operating budget for the District was $124,911.00. Additionally, in 2017 the District applied for and received federal grants for equipment, training, and operational expenses totaling $42,716. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. The Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community. It is the Board of Directors who approves the budget and any changes to the bylaws of the District. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administrative functions of the District, including grants management, financial management, and emergency planning.

District Facility

The District maintains a facility in Windham that provides space to house two response trucks, technician trailer, and operations trailer, as well as provide office and meeting space for the REPC Director. In addition, the District is able to utilize the facility for monthly training for the Emergency Response Team.

The Emergency Response Team:

The District operates a Technical Emergency Response Team. This Response Team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The Team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the Team primarily prepares for response to unplanned accidental chemical releases it is also equipped and trained

to deal with a variety of Weapons of Mass Destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Emergency Response Team is made up of 28 members drawn from the ranks of the fire departments within the District. The Team consists of 6 Technician Team Leaders, 17 Hazardous Materials Technicians, 2 Communication Specialists, 1 Information Technology Specialist and 2 Support Specialists. In addition to these personnel, the team also includes an industrial chemist from a local industry and a local police officer.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately $1,000,000. The vehicles consist of a Mobile Command Support Unit, two Response Trucks, three Spill Trailers, a Technician Trailer, an Operations/Spill Trailer and a Firefighting Foam Trailer.

This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The Command Support Unit and one Response Truck along with the Technician Trailer are housed in our Windham facility, while spill trailers are located in Derry, Sandown and Plaistow, allowing for rapid deployment. The second Response Truck, which serves as a rehabilitation unit, is housed at Auburn Fire. The Foam Trailer is housed by Salem Fire. Activation of the team is made at the request of the local Incident Commander through the Derry Fire Department Dispatch Center.

Response Team Training

In 2017 the Emergency Response Team completed 1234 hours of training consisting of monthly training drills and specialized classes attended by team members. These specialized classes included Ammonia Emergency Response, Chemical Identification and Hazardous Materials Response Planning. Several Team members attended the New Hampshire Hazardous Materials Training Conference. Funding provided through a Hazardous Materials Preparedness Grant allowed for two Team members to attend the International Association of Fire Chiefs Hazardous Materials Teams Conference.

Emergency Responses

In 2017 the Team responded to 30 incidents. These included, spill trailer responses for hydrocarbon fuel spills from motor vehicle crashes and leaking fuel tanks, assisting the local police departments with identifying unknown substances and suspicious packages, as well as requests for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at www.senhhazmat.org

PLANNING BOARD

The Litchfield Planning Board dedicates this Annual Report for 2017 to former Chair, colleague, and dear friend, Thomas Young who passed away this past October. We would like to express to Tom's family our deepest sympathies and sincere condolences on their loss and will not forget his dedication to public service and abounding spirit that touched the lives of this Board and the people of the Town of Litchfield. He will be greatly missed.

The Planning Board had a very busy year reviewing site plan applications. Erickson Construction, 1701 LLA-SP M20 L21, submitted for approval to the board an application consisting of 2 lot line adjustments, site plan review and sign permit for a proposed commercial business. This proposed development was to create a 15,000 sf office space and storage with a future expansion of an additional 15,000 sf. The sign to consist of a freestanding granite sign located at the site entrance and one for the building entrance. Mel's Funway, 1702 SP M20 L17, brought forth a proposal to replace Mel's temporary tents previously set up in the driving range area from July to November with three open-sided 5'x100' wood framed pavilions. The applicant for Optimum Building Systems and Management, 1703 LIT SP M20 L29 submitted a plan to construct a storage building at 16 Colby Road. The building proposed was to be 80'x100' and would be used to store supplies for the company located on the adjacent lot. An existing residential building was to be removed to make room for the proposed warehouse. A Lot Line Adjustment for Arria & Parkland Estates, 1704 LIT LLA M05 L75, L86, was submitted to the Board to allow shifting the lot line separating lots 75 (to the east) and 86 (to the west) 10 feet to the west to address encroachment from lot 75 onto lot 86. Finally, Calawa Court, 1705 LIT Sign M2-L88-35, brought forth an application for a new entry sign for a residential development which the Board approved in 2016.

As for special projects, the Board began work in April, 2017, on adopting an updated Executive Summary for the Town's Updated Master Plan. The Board also kicked off the process of developing a Community Design Chapter for the Master Plan and formed a subcommittee to identify positive physical attributes in Litchfield and provide for design goals and policies for planning in specific areas of Town to guide in public and private development. A Proposed Demolition Review Ordinance was also undertaken as a means to implement the town's vision of protecting and preserving the town's historic and agricultural character. The drafted Ordinance created a short delay before a demolition permit could be issued for historically, architecturally, and culturally significant structures in town. This delay would be used to solicit public input to hear the community's potential interest in preservation and to work with property owners to identify possible preservation alternatives should they be willing to do so. Ultimately, while the ordinance opens to the door for preservation, the property owner retains their right to seek out and be granted a demolition permit. This Demolition Ordinance is also contingent on the Proposal for the town to form a Heritage Commission to oversee the demolition process. A repeated goal of Litchfield's Master Plan has been to protect community's historic and agricultural character. If created by the town, this Commission would work to protect resources valued for the historic, cultural, aesthetic, or community significance much like the Conservation Commission works to protect natural resources. The Commission would assist in the Demolition Review process as it pertains to those potentially significant structures in town built before 1960 and deemed to be of historic significance. A Warrant Article has been proposed for establishment of a Heritage Commission for 2018 and was brought before the Board of Selectmen for recommendation. It is to be voted on at Town Meeting. The Proposed Demolition Review Ordinance is a companion article contingent on passage of such a Heritage Commission.

The Board wishes to thank all of its members and staff for their hard work and continued dedication to serving the people of Litchfield. Thank you for your continued service and support. It is our mission as the Planning Board to continue to make Litchfield a better place to live and work in.

Sincerely Yours,

Michael R. Croteau, Chairman
Litchfield Planning Board

Planning Board Members:
Chairman: Michael Croteau
Vice Chairman: Kim Queenan
Secretary/Clerk: Joseph Blanchette
Other Members: David Samuel, Tyler Perrin, Steve Perry (ex-officio/Selectmen Rep.)
Planning Administrative Assistant: Joan McKibben

TITLE LXIV
PLANNING AND ZONING

CHAPTER 674
LOCAL LAND USE PLANNING AND REGULATORY POWERS

Regulation of Subdivision of Land

Section 674:39-aa

674:39-aa Restoration of Involuntarily Merged Lots. –

I. In this section:

(a) "Involuntary merger'' and "involuntarily merged'' mean lots merged by municipal action for zoning, assessing, or taxation purposes without the consent of the owner.

(b) "Owner'' means the person or entity that holds legal title to the lots in question, even if such person or entity did not hold legal title at the time of the involuntary merger.

(c) "Voluntary merger'' and "voluntarily merged'' mean a merger under RSA 674:39-a, or any overt action or conduct that indicates an owner regarded said lots as merged such as, but not limited to, abandoning a lot line.

II. Lots or parcels that were involuntarily merged prior to September 18, 2010 by a city, town, county, village district, or any other municipality, shall at the request of the owner, be restored to their premerger status and all zoning and tax maps shall be updated to identify the premerger boundaries of said lots or parcels as recorded at the appropriate registry of deeds, provided:

(a) The request is submitted to the governing body prior to December 31, 2016.

(b) No owner in the chain of title voluntarily merged his or her lots. If any owner in the chain of title voluntarily merged his or her lots, then all subsequent owners shall be stopped from requesting restoration. The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots.

III. All decisions of the governing body may be appealed in accordance with the provisions of RSA 676.

IV. Any municipality may adopt local ordinances, including ordinances enacted prior to the effective date of this section, to restore previously merged properties that are less restrictive than the provisions in paragraph I and II.

V. The restoration of the lots to their premerger status shall not be deemed to cure any non-conformity with existing local land use ordinances.

VI. Municipalities shall post a notice informing residents that any involuntarily merged lots may be restored to premerger status upon the owner's request. Such notice shall be posted in a public place no later than January 1, 2012 and shall remain posted through December 31, 2016. Each municipality shall also publish the same or similar notice in its 2011 through 2015 annual reports.

Source. 2011, 206:4, eff. July 24, 2011.

Town of Litchfield, New Hampshire
Recreation Commission Annual Report for 2017

The Litchfield Recreation Commission (LRC) was established by the Town in 2000, pursuant to State law RSA 35-B. The LRC provides leadership for the Town's Parks and Recreation Department. Unlike most towns in the local metropolitan area, Litchfield has no professional parks and recreation director or administrative staff, and so most of the efforts in running this department and carrying out recreational programs are accomplished by volunteers, local organizations, and contractors.

The LRC is composed of six full members (one of which is a Selectman ex-officio appointment) and four alternates. At the start of 2017, the LRC was comprised of five full members and one appointed alternate. Kurt Schaefer joined us as the Selectman ex-officio. John Bryant continued as the Chairman of the Commission, with Andy Collins continuing as Vice-Chair. We added Peter Ames as a member in 2017. Sandy Vance resigned as a full member after many years of service. Our current schedule for meetings is the 2nd and 4th Tuesdays of each month at 7:30pm at Town Hall.

Fields, Facilities, and Partnerships

The LRC interacted with Town schools, civic organizations, and local sports leagues to cooperatively provide recreational opportunities. The LRC acts as an approval and scheduling authority for field and facility requests, sets rules for proper usage and access, and provides for maintenance of fields and facilities. Those facilities under the LRC's jurisdiction in 2017 were the same as in past years:
Roy Memorial Park (2 Woodhawk Way), including Talent Hall and all park grounds
Scott F. Innes Sr. Field, formerly known as "Brickyard Field" (Brickyard Drive)
Corning Road baseball fields (Brook Road)
Jeff Lane baseball fields
Public tennis courts (Albuquerque Avenue)
Litchfield Park at Sawmill Brook

It should be noted that the LRC only has authority over Town-owned recreational properties and facilities. It does not have authority or responsibility for those owned by the School District, Conservation Commission, privately-owned properties, and Darrah Pond proper (the water body itself, which by State law is the property of the State of New Hampshire).

To provide and maintain fields and facilities, the LRC relies on contracted services for field mowing and maintenance, landscaping, major repairs, and professional services such as inspections. Other paid services include trash removal, chemical toilets, and utilities for electricity, water, and propane.

A significant amount of volunteer efforts and in-kind contributions were and continue to be made by many individuals and organizations, helping to offset costs while improving facilities and quality of life here in Litchfield. Those listed below are the local organizations that LRC interacted with this year, demonstrating some of the recreational opportunities and benefits provided to the Town through these partnerships (in alphabetical order):

- Litchfield Arsenal Travel Baseball Team
- Litchfield Baseball Association
- Litchfield Blast Travel Softball Teams
- Litchfield Girl Scouts
- Litchfield Girls Softball League
- Litchfield Lions Club
- Litchfield School District
- Litchfield Pickleball Association
- Litchfield Playgroup
- Litchfield Recreational Basketball League
- Litchfield Seniors Group
- Litchfield Youth Flag Football
- Litchfield Youth Lacrosse League
- Litchfield Youth Soccer Association
- Litchfield Youth Wrestling

The above organizations provided a mix of recreational events and services during the year:

- Youth sports instruction and clinics
- Youth sport games and tournaments
- Adult recreational activities
- Senior citizen recreational activities
- Family-fun days
- Entertainment events such as comedy nights, talent shows, and concerts
- Civic events such as fundraisers, cancer and hunger walks
- Scholarships to graduating CHS seniors

LRC Projects in 2017

In 2017 the LRC, along with Litchfield Baseball Association, continued renovation of the Jeff Lane baseball fields. This complex was officially named the Justin Bissett Memorial fields. Justin was a young boy from Litchfield who passed away at age 7 from a brain tumor. He loved baseball and played in the LBA program. The project is scheduled to be completed in 2018. The Litchfield Baseball Association has done a tremendous job of raising funds for this project.

Litchfield Winter Fest was not held this year due to lack of time and volunteer leadership. It will hopefully be back next year – plans are already in the works.

Litchfield's 5th^{t} Annual Turkey Bowl was held on Thanksgiving Day, 2017. We had a great turnout, greater than expected. It was a competitive but fun game on a beautiful day and the North side eventually came out with the win – their 4th straight! The South will be looking for the win in 2018!

Our Seniors Group continued to be very active in 2017. The group meets on a regular basis for luncheons, entertainers, speakers and many other activities. They meet at the Litchfield Community Church.

The Commission is always interested in hearing of other activities that residents have an interest in. Please contact us with ideas or suggestions or to offer to help with our programs. You can reach us by email at rc@litchfieldnh.gov or on Facebook. You can also visit our website at www.litchfieldrec.com

In closing, it is the Litchfield Recreation Commission's mission to promote and increase recreational opportunities in our Town; to keep our Towns' recreational facilities open, safe, and cost-efficient within available funding; and manage to the best of our abilities the Town's available resources for parks and recreational purposes. We encourage any residents interested in improving Litchfield's recreational services to consider joining the Recreation Commission (contact Town Hall for further information).

--Submitted by the 2017 Litchfield Recreation Commission:

John Bryant, Chairman
Andy Collins, Vice-Chairman
Mike Boschi, Member
Peter Ames, Member
Keith Buxton, Member
Kurt Schaefer, Selectman ex officio
Colleen Gamache, Member

MOSQUITO CONTROL DISTRICT
2017 Annual Report

The Litchfield Mosquito Control District continues to obtain negative results through our vendor Municipal Pest Management Services for the 2017 mosquito season. Statewide in New Hampshire there were 9 positive mosquito batches for WNV in the following communities: Manchester (2), Keene, Nashua, Rye, Brentwood, Madbury, East Kingston and Danville. Human cases were found in Dover (Powassan Virus), Hanover and Goffstown (Jamestown Canyon Virus) and North Hampton (West Nile Virus). The EPA recently approved in NH the release of the Male Asian Tiger mosquito's infected with a strain of Wolbachia to offset the female offspring which carry such diseases as Zika Virus, WNV, as well as others from surviving. Our vendor Municipal Pest Management Services as well as our Health Officer, Kevin Lynch continues to do great work in Town. Let's hope for another successful season in 2018!

Respectfully submitted,
John Latsha, Chairman LMCD

AARON CUTLER MEMORIAL LIBRARY 2017 ANNUAL REPORT

Submitted by Vicki Varick, Library Director and Gail Musco, Treasurer

Commitment to Service

Cutler Memorial Library may be short on square footage, but it's also big on services. The Library Board of Trustees and Library Staff are committed to offering the community educational and cultural resources, programs and services in order to provide the opportunity for personal growth and development, support for Litchfield students, and enriching cultural experiences.

To this end, the library provided patrons of all ages with:

- the opportunity to study a variety of subjects for personal edification;
- pleasure reading to promote lifelong learning;
- many avenues, both in-house and online, to gather the supplemental information needed to complete assignments; and
- a variety of programs and events to engage the mind, entertain, and spark creativity.

Community Value through Library Use

Weighing the 2017 taxpayer investment $237,110 against the cost for patrons to purchase the items and services provided to them of $618,887, taxpayers enjoyed a return on investment of $381,777 or 161%. (Based on *Public Library Value Calculator*)

Plan a Visit

If you have not been using library services, please pay us a visit. Aside from being a beautiful building, the library is a bright, cheerful space filled with current information and materials, staffed by friendly people who are all too happy to help you find the content you need in-house, across the state or in cyberspace.

Hours:
Tuesday-Thursday 10:00 - 8:00
Friday 10:00 - 6:00
Saturday 9:00 – Noon
(Closed on Saturdays in July and August)

Programs, Workshop, and Concerts

Librarians planned a slate of events on diverse topics to appeal to a broad range of the community.

- **Adult Services Department—**regularly occurring activities included book discussion groups, knitting groups, and coloring for relaxation. Highlights of monthly offerings included *Coyotes in Our Community*, *Treasures from the Isles of Shoals*, *Preston Heller: The Mentalist*, *Junk Journals Craft Club*, *Author Talk with Jessie Crockett*, and *Nature Walk at Moore's Falls*. The annual summer reading event featured reading, reviews, and concerts by folk duo Knock *on Wood*, and *The Tropical Sensations* steel drum group. Tech Help with downloadable books from OverDrive was available on a drop-in basis.

- **Tween and Teen Services—**regularly scheduled activities included a book discussion group held after school at LMS, and a High School Role-Playing Game group. The annual summer reading event featured reading, crafts, and activities such as Edible Architecture, Water Color Art Class, and weekly STEM challenges.

- **Children's Services Department—**regularly scheduled programs included multiple Story Times for ages 0-5, Make 'n Take Crafts, a book discussion group, and Family Tabletop Game Nights. Annual offerings included *Stuffed Animal Sleepover*, the summer reading event, 1st Grade Library Card Sign-Up, and *The Polar Express*

*Event. The s*ummer reading club featured reading, reviews, arts & crafts, STEM activities and visits from *The Yo-Yo Guy*, storybook character *Biscuit*, and *Wildlife Encounters.*

- For current happenings, visit our online calendar at cutlerlibrary.blogspot.com

A Visit to the Virtual Library

Using the library from home has never been easier. With library card number and password, patrons had free access to many online resources:

- **New Hampshire Downloadable Books—**Free access to a state-wide collection of downloadable audiobooks and eBooks in a variety of formats for use on many devices. Go to ***nh.overdrive.com***

- **NHewLink Databases** (a subscribed-to collection of articles and images available through a search interface)**—** Patrons received:
  - Thousands of magazine, journal, newspaper, encyclopedia and other articles providing business, health, homework, and research help, as well as pleasure reading.
  - Advice on what to read using NoveList Plus, a service that provides recommendations on fiction and non-fiction titles, series info, read-alikes, book award lists, and much more.
  - Compton's Encyclopedia and the Elementary Encyclopedia for a wide variety of information needs.
  - Go to ***search.ebscohost.com***

- **Mango Languages—**70 language courses ranging from Spanish to Swahili, English to Icelandic, and Shakespeare to Pirate. o to ***connect.mangolanguages.com/cutler library/start***

- **Lynda—**Over 6,231 self-paced video courses to pursue personal and professional goals. Areas include creative skills, software, technology, business skills, and more. First time users start at ***cutlerlibrarybackground.blogspot.com/ 2016/07/learning-with-lyndacom.html***

- **Driving Tests—**Driver education practice tests based on NH's DMV materials. Go to ***acml.driving-tests.org***

- **KOHA—**Library account management and catalog allowing card holders to place holds, renew items, create reading lists, comment and rate what they've read, receive email reminders of items coming due, etc. Go to ***aaroncutler.***
  nhais.bywatersolutions.com

- **Special Requests—**NHU-pac, the state-wide catalog where patrons can search for items not held in our library, then submit a request for interlibrary-loan to have the item sent to us. Great for private book clubs in need of multiple copies of their chosen title each month. Search at ***www.nhupac.library. state.nh.us***, request at ***goo.gl/NXN2jf***

Friends, Volunteers, and Residents

The library benefitted from amazing support from the community for the extra touches that make the library a great place to visit.

- Through their book sales, **the Friends of the Library** funded activity passes to the SEE Science Center (Manchester), New England Aquarium (Boston) & Squam Lakes Science Center (Holderness), and put gently used books into the hands of the community.

- **Neighboring Businesses** supported all 4 summer reading clubs through funding and donations of prizes. Local donors included Continental Paving, DLB Paving, Linda Jacobson CPA, LIX Ice Cream, Mel's Funaway Park, New England Small Tube, Rocco's Pizza, Romano's Pizza, Tim's Turf, and Wilson Farms.

- **State Organizations** Grantors *NH Humanities* and *Kids, Books, and the Arts* awarded the library $771 in grants to fund three community programs.

- **Local Groups and Professionals** donated their time and expertise to library programs. In-kind donors included Connor Robinson and Alex Jozitis (HS Role-Playing Game Night), artist Kate O'Dell (Watercolor Classes), Kidwell Construction Company (Tool Time), Litchfield Lion's Club (The Polar Express Event), Nowak Landscape Construction (Stepping Stones), and Sue Beaulieu (Junk Journals).

- **Volunteers** provided the library with a helping hand when it was needed. Fifty-seven individuals, including seven Sophomore Project students, sorted book donations, cleaned book covers and baby toys, donned costumes, supervised craft classes, and assisted with the annual 24/7 Book Sale on the Porch.

- **Private Donors** contributed activity passes to the Currier Museum of Art (Manchester), the Millyard Museum (Manchester), the Aviation Museum (Londonderry), and funds for other needs.

Building Maintenance

2017 was a bit challenging.

- **Furnace Puff-Back—**The library had a furnace "puff-back" in the Spring, which resulted in oily soot being spread throughout the building. Our insurer sent in a professional cleaning service, but they were unable to satisfactorily clean the window shades, painted surfaces, and wallpaper through much of the building. Scheduling the repairs was tricky to coordinate to meet both the contractor's schedule and the library's programming schedule. The library was closed for a week in the Fall while new shades, paint and wallpaper was installed. The face lift made quite an impact with many patrons remarking on its beauty.

- Due to other needs, building maintenance and repair expenses were double what was budgeted, resulting in cuts made in other areas.

- **Town Water Hook-Up—**Saint-Gobain paid for Pennichuck to hook the library up to town water. The well remains active for outdoor cleaning and landscape watering.

Staying Informed

A variety of ways for residents to learn about library happenings were offered including:

- Library website, READ 4 The Fun Of It—view weekly events, closings, and other announcements
  cutlerlibrary.blogspot.com

- Facebook—follow us for library news
  www.facebook.com/cutler.library

- Pinterest—find new additions to the collection, events and other fun items
  pinterest.com/aaroncutler

- Flickr—check out photos from library events over the years
  www.flickr.com/photos/cutlerlibrary

Looking Ahead

- Several issues are on the horizon for 2018:
  - replacement of the library's 25+ year old HVAC system;
  - installation of an irrigation system as the often used lawn is rapidly deteriorating; and
  - flexible comfortable seating to make the building better able to handle our growing community.

- As always looming in the future, library services are in need of a larger space designed for our current and future population size, changing collections and technology, and community needs.

Our Library Team

It was a pleasure to serve the community in 2017 and our entire team looks forward to continuing to serve the community in a relevant and responsive way in the coming year.

- **Library Board of Trustees**

  Cecile Bonvouloir, Chairperson
  Gail Musco, Treasurer/Vice Chair
  Peggy Drew, Secretary
  Sheila Huston
  Donna Ferguson

- **Library Staff**

Vicki Varick, Library Director
Alexandra Robinson, Adult/Teen Services
Carrie-Anne Pace, Children's Services
Lynn Richardson, Assistant Librarian
Kerri Antosca, Assistant Librarian
Ada Allen, Page
Chloe Dexter, Page
Helena Paquette, Custodian

2017 Library Statistics

General Holdings	
Books	13,225
Audiobooks	745
DVDs	1,466
Magazine Subscriptions	30
Activity Passes	9
Children's Learning Software	45
Total Items Held	16,035
Items Added or Removed	
Purchased additions	916
Donated additions	73
Withdrawals	950
Items and Resource Use	
Print books	17,493
eBooks*	2,780
Audiobooks	922
Downloadable audiobooks*	3,570
DVDs	4,845
Magazines	817
Special Requests	1,742
Activity passes	143
Electronic resources	1,867
Computer use/Other equipment	507
Relia	231
Early literacy software	1,661
Total	36,578
*State-wide consortium collection	
Programs and Attendance	
Programs	293
Attendance	5,046
Public Wi-Fi connections	3,194
Registered Borrowers	4,139
New borrowers	233
User Visits to Library/Virtual Library	19,629

2017 Financial Reports

Board of Trustees Checking	
Beginning Balance 1/1/2017	$15,926.14
Income*	
Receipts	20,287.08
Interest Income	16.30
Total Receipts	$20,303.38
Expenditures**	$32,062.56
Ending Balance 12/31/17	$ 4,166.96

*Income includes materials fines and fees, printing, donations, faxes, grants, interest, material replacements, non-resident library cards, and Primex insurance settlement.

**Expenses include community programs, library supplies, building maintenance and repair, material replacements and multiple copies, staff appreciation gifts, and volunteer award.

Board of Trustees Savings	
Beginning Balance 1/1/2017	$1,186.12
Income	
Receipts	0
Interest Income	.58
Total Receipts	$.58
Expenditures	$45.63
Ending Balance 12/31/17	$ 1,141.07

Town Appropriation Checking	
Beginning Balance 1/1/2017	$15,844.78
Income	
Receipts	241,361.99
Interest Income	33.80
Total Receipts	$241,395.79
Expenditures	$243,424.52
Ending Balance 12/31/17	$13,816.05

2017 Expense Report

Line	Description	Library Budget	Library Fund Expenses	Trustee Fund Expenses	Trust Fund Expenses	Total
110-127	Payroll	177,463.00	177,403.37			177,403.37
220-225	Payroll Taxes	13,576.00	13,571.33			13,571.33
341	Telephone	438.00	438.48			438.48
342	Software Purch & License	2,688.00	2,712.45			2,712.45
410	Electricity	4,592.00	4,238.55			4,238.55
411	Heating Oil	1,571.00	1,480.60			1,480.60
412	Water Usage	0	8.02			8.02
430	Equip Maint Contracts	2,252.00	2,330.94			2,330.94
434	Water Supplies	53.00	28.41			28.41
442	Trash Service	872.00	819.17			819.17
560	Dues & Subscriptions	852.00	864.48			864.48
613	Community Programs	1,892.00	1,846.11	1,453.13		3,299.24
625	Postage	254.00	246.40			246.40
626	Library Supplies	1,947.00	1,918.27	83.97		2,002.24
630	Building Maint & Repair	1,837.00	3,723.40	28,573.93	2,290.00	34,587.33
631	Equipment Maint & Repair	2.989.00	2,338.86			2,338.86
640	Custodial Supplies	400.00	388.98			388.98
641	Septic Tank Cleaning	300.00	298.00			298.00
650	Grounds Maintenance	1,500.00	1,195.00			1,195.00
670	Books & Media	17,786.00	17,587.40	1,227.31		18,814.71
671	Periodicals	1,237.00	1,196.33			1,196.33
740	Equipment	712.00	757.22			757.22
750	Furniture / Fixtures	200.00	0			0
810	Mileage	599.00	639.30			639.30
811	Seminars	610.00	635.00			635.00
834	Teen Program Supplies	200.00	183.27			183.27
835	Children's Program Supp	290.00	260.66	48.45		309.11
na	Staff Appreciation	0	0	605.50		605.50
na	Volunteer Award	0	0	50.00		50.00
	Total	**$237,110.00**	**$237,110.00**	**$32,042.29**	**$2,290.00**	**$271,442.29**

DEPARTMENT OF BUILDING SAFETY/HEALTH
CODE ENFORCEMENT

Another year has passed. In 2017 construction was slow for single family homes, only 4 were built. The main reason for this is because the inventory of vacant lots is very low.

The 42 Unit Multi Family complexes were built and completed in 2017. There were a total of seven buildings (Town House style) each containing 6 units. There were also 5 garages built for the occupants of the town houses.

There is a demand for new single family homes in the area. Other towns are experiencing the same lack of inventory which is driving the price of homes to rise.

The accessory dwelling unit construction has stayed steady. There were 3 constructed in 2017. There has been a lot of interest in accessory dwelling units.

Pennichuck has finished the waterline construction for the PFOA contamination. These past year 250 plus homes have been connected to public water. Most of those that did connect kept their wells or irrigation. The plumbing inside the homes were redone to service the outside sill cock. Signs were posted stating not to drink the water.

In closing, it has been a pleasure working with Litchfield's residents and staff and I expect 2018 to be another good year for all.

Kevin Lynch
Code Enforcement/Building Official
Health Officer

Permits for 2016

Types of Permits	Count
Additions/Garages/Renovations/Pools	121
Demo	1
Accessory Dwelling Units	3
Mechanical/heat/oil/gas	202
Electrical	107
Plumbing	56
Septic	18
Well	6
Single Family Home	4
(7) 6 Unit Multi Family	42
Total Permits Issued	564

Total Fees Collected **$40,209.90**

Litchfield Zoning Board of Adjustment

The Litchfield Zoning Board of Adjustment (ZBA) has 5 members appointed by the Board of Selectmen. The Board meets at 7 P.M. on the second Wednesday of each month in the Town Hall meeting room to hear requests from applicants to appeal administrative decisions and requests to grant variances, special exceptions or equitable waivers.

Section 1: Membership and Assignments

There are currently 5 members and 3 alternates on the Board. The Chair and Vice-Chair positions are nominated by ZBA members each year in accordance with By-Laws.

Litchfield Zoning Board of Adjustment

		Membership Start	Term Expiration Date		Years of Service
Members:	John Devereaux	2003	March	2019	15
	Laura Gandia - Vice Chairperson	2000	March	2018	18
	Albert Guilbeault	2005	March	2019	13
	John Regan	1998	March	2020	20
	Richard Riley Jr - Chairperson	2003	March	2019	15
Alternates:	Thomas Cooney	2007	March	2018	11
	Gregory Lepine	1990	March	2018	28
	Eric Cushing	2005	March	2020	13
	OPEN				
	OPEN				

Section 2: Case Load and Decisions

In 2017 the Board heard testimony and made decisions on five applications.

Case #	Property Location	Case Type	Decision
2017-01	476 Charles Bancroft Highway, Map 20, Lot 21	1. A request for a special exception from LZO Section 1207.03 to construct a 24 feet wide driveway	Approved
2017-02	16 Colby Road, Map 20, Lot 29	1. A request for variance from LZO Section 801.00 to allow for the construction of a 80'x100' warehouse 2. A request for variance from LZO Section 300.00.d, front setback requirement 3. A request for variance from LZO Section 300.00.d, side/rear setback requirement	Approved
2017-03	40 Louise Drive, Map 5, Lot 86	1. A request for variance from LZO Section 300.00.a to allow an area of 39,821 sq. ft. where 92,120 sq. ft. is required	Approved
2017-04	Page Road & Louise Drive, Map 5, Lot 75	1. A request for variance from LZO Section 300.00.a to allow 3.1' to 11.8' side/rear setback where a minimum of 20' is required	Approved
2017-05	476 Charles Bancroft Highway, Map 20, Lot 21, with Portions of Tax map 21 Lot 1 and Map 22 Lot 96	1. A request for variance from LZO Section 801.00 (Use) to allow a warehouse/distribution facility 2. A request for variance from LZO Section 802.02 (height) to allow up to 48' building height where 35' is allowed	Approved

Section 3: Budget

- Refer to Town Budget Report

I'd like to thank all the Board members and alternates for the time they spent this past year performing this important service for the town.

Respectfully submitted,
Richard Riley - Chairperson
Litchfield Zoning Board of Adjustment

CEMETERY TRUSTEES

In 2017, the Board of Selectmen approved the cost of a per person burial lot in both Pinecrest and Hillcrest cemeteries be increased to $600.00. Perpetual care for a family lot increased to $150.00. Perpetual care entitles the family to a pot of flowers for Memorial Day, and maintenance and repair on the lot, for eternity, for the onetime fee.

Damaged gravestones in Hillcrest Cemetery were repaired by Kai Nalenz of Gravestone Services of New England, located in Bedford, NH. This is an ongoing project initiated by the cemetery trustees to keep our historic grave markers in good condition.

The annual cemetery Spring cleanings, done prior to Memorial Day, were once again done by the NH prisoner work program.

Dalmatian Landscaping of Litchfield did an excellent job mowing, cleaning, and shrub pruning at all three cemeteries throughout the season.

A handbook of rules and regulations for the three cemeteries in Litchfield (drafted by the Trustees and approved by the Pinecrest and Hillcrest Cemetery Associations) is available for distribution at the Town Clerk's office.

Respectfully submitted by:

Jody L. Fraser
Litchfield Cemetery Trustee

NRPC
Nashua Regional Planning Commission
9 Executive Park Drive, Suite 201
Merrimack, NH 03054
Phone: 603.424.2240
Fax: 603.424.2230

Value yesterday. Enhance tomorrow. Plan today.

NASHUA REGIONAL PLANNING COMMISSION 2017 LITCHFIELD MEMBERSHIP BENEFITS

The NRPC provides comprehensive planning services for local land use, transportation, and environmental planning efforts, and delivers extensive mapping and data assistance utilizing the latest technologies. Membership in NRPC allows communities to access customized services by request as well as resources such as:

- **Transportation Planning**: Grant writing custom traffic counts and data, transportation modeling, intersection analysis, road safety audits, road surface management, and parking studies.
- **Land Use Planning:** Customized land use board training and materials, draft ordinance and regulation review, special projects and research assistance, fact sheets, guidebooks and educational resources, master plan consultation, and project scoping.
- **Data and GIS Mapping:** Demographic data and analysis, mapping data and standard map sets, GIS community needs assessments, production of annual tax maps and online interactive apps.
- **Environment and Energy:** Group energy purchase for municipal and school facilities, consultation for local Energy Committees, MS4 Permit coordination, and household hazardous waste collections.

NRPC uses local dues to leverage grant funds and support the planning needs of local communities. The most recent NRPC budget was comprised of 73% federal funding, 8% local grants, 12% local dues, 7% local contracts and 1% from the State of NH. Highlights of 2017's regional initiatives of benefit to all communities include:

- **Renewable Energy Tool Belt:** Community leaders representing municipalities and school districts across NH want to incorporate renewable energy into their operations for various reasons. Some wish to save money, others want more reliable energy, and others have goals of reducing their environmental impact. The Renewable Energy Tool Belt is designed to help community leaders evaluate potential renewable energy systems. It was created by the Nashua Regional Planning Commission in partnership with the Local Energy Solutions Work Group with funding from NH Charitable Foundation, Charles H. Cummings Fund.
- **Metropolitan Transportation Plan:** NRPC coordinated a public engagement process to generate input on transportation projects to be included in future editions of the region's Metropolitan Transportation Plan.
- **Planning for Parks and Playgrounds:** With grant funding assistance from the HNH*foundation*, NRPC developed a suite of resources to support municipal recreation planning including a GIS inventory of recreation sites in the region and online StoryMap, an analysis of "play deserts", and a guide book for municipal leaders looking to implement a park or playground improvements.
- **Climate Health and Adaptation Plan:** NRPC has partnered with the Greater Nashua Regional Public Health Network through a grant from the NH Department of Health and Human Services to develop a plan that identifies potential health hazards related to severe weather events. NRPC conducted outreach with planners, healthcare workers, and emergency responders to help identify and implement intervention strategies to mitigate the effects and reduce costs of severe weather events on the region's health care system.
- **Technical Support for Stormwater Permitting**: NPRC continues to provide EPA Small Municipal Separate Storm Sewer Systems (MS4) permit technical assistance to the affected NRPC communities and the Nashua/Manchester Stormwater Coalition. As part of this effort, NRPC prepared a short guide outlining the new permit requirements and organized a "Demystifying the MS4 Permit" with NHDES, UNH, NHARPC, and NHMA. GIS assistance has been focused on addressing the general mapping requirements of the permit and completion of Phase I System Mapping.
- **Census State Data Center Affiliate Activities**: As a State Data Center affiliate, NRPC has partnered with the U.S. Census Bureau to raise awareness of the Local Update of Census Addresses (LUCA) initiative that is

crucial to an accurate 2020 census of population. NRPC hosted a Census workshop on LUCA and offered to serve as an official reviewer for communities wishing to participate. NRPC also hosted a separate Census Bureau workshop focused on web applications for economic development.

- **MapGeo Workshops**: NRPC hosted two workshops on MapGeo, NRPC's flagship web GIS application. The agenda included a review of the main functionality of the MapGeo application with a particular emphasis on conservation-related data, followed by questions and answers.
- **New Conservation and Recreation Maps:** NRPC has completed a comprehensive re-design of our environmentally-themed maps. Each of the 13 community-specific posters emphasize conservation, recreation, and natural resource data. These maps are now available for free download from the NRPC online Map Gallery.

HIGHLIGHTED LITCHFIELD MEMBERSHIP BENEFITS	***ESTIMATED VALUE***
ELECTRICITY SUPPLY AGGREGATION www.nashuarpc.org/energy-environmental-planning/energy-aggregation NRPC serves as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory. In 2017, Litchfield signed a 12-month contract with a competitive supplier as part of the aggregation.	**Savings since 2012:** $47,087 (compared to default utility rate) **NRPC Staff Time: 140 hrs.**
HOUSEHOLD HAZARDOUS WASTE COLLECTION www.nashuarpc.org/hhw NRPC staff conducted seven HHW collections this year on behalf of the Nashua Region Solid Waste Management District (NRSWMD) to allow residents to properly dispose of hazardous products. Five of the events were located in Nashua, one was held in Milford, and one in Pelham. Residents of Litchfield could attend any of the seven events. In 2017, a total of 1,808 households participated in the HHW collections District-wide. **Litchfield households served: 69** (4% of total served)	**NRPC Staff Time: 500 hrs.** **Single collection event cost savings to NRSWMD: $16,250.**
Hazard Mitigation http://www.nashuarpc.org/energy-environmental-planning/hazard-mitigation-planning/ NRPC is working with Litchfield's Hazard Mitigation team to complete an update to the Town's Hazard Mitigation Plan. The Federal Emergency Management Agency (FEMA) requires that municipalities update their hazard mitigation plans every 5 years in order to maintain eligibility for federal mitigation grants. The 2018 update will identify critical facilities and areas of concern throughout Litchfield, analyze potential natural hazards and risks to these facilities, and prioritize mitigation measures to address the hazards.	**NRPC Staff Cost: $7,500**
TRAFFIC COUNTING www.nashuarpc.org/transview NRPC collected traffic counts at 1 location within Litchfield. These counts were collected in cooperation with NH Department of Transportation to support the Highway Performance Monitoring System. NRPC also collects traffic data at the request of Litchfield town officials.	**NRPC Staff Time: 8 hrs.**
TAX MAPPING NRPC continues to provide tax mapping services to the Town. Each year NRPC incorporates updates and changes as recorded in the Hillsborough County Registry of Deeds and as reported by the town, makes any minor cartographic adjustments as needed, and provides hard copy and electronic pdf's for the Town.	**Estimated staff time: 40 hrs.**
CUSTOM MAPS At the Town's request, NRPC completed a "walkable properties" map, an 11x17" version of street index map, and response time maps and analysis for the fire department. NRPC also completed preliminary catch	**Estimated staff time: 40 hrs.**

HIGHLIGHTED LITCHFIELD MEMBERSHIP BENEFITS	*ESTIMATED VALUE*
basin mapping to support the Town's MS4 permit requirements.	
ONLINE GIS - https://nrpcnh.mapgeo.io MapGeo, NRPC's award-winning Live Maps App, is a public-facing resource for property information in the region. NRPC's GIS database support both the Town's tax maps as well as this GIS parcel viewer with the same authoritative information.	**Licensing fee: $6,000/yr.** **NRPC staff time: 40 hrs.**
DEVELOPMENT REVIEW AND PLANNING SERVICES Part of NRPC's comprehensive services is to offer direct local land use planning assistance. The Town of Litchfield utilizes contract planning services to directly assist the Planning Board. Services include assistance to applicants in submitting subdivision or site plan applications, written reviews of submissions to the Planning Board, attendance at hearings and work sessions to assist and answer questions, and support to the Board and Town staff in preparing notices, draft amendments and warrants for Town Meeting and updates to the Town's Master Plan.	**NRPC Staff Time: 240 hours** **Contract Amount: $18,000**
CAPITAL IMPROVEMENT PROGRAM NRPC assisted the town with an update to the Pelham Capital Improvements Plan, including a comprehensive update of the plan document and project submission templates.	**NRPC Staff Time: 35 hrs./ $2,500**
TRANSPORTATION PLANNING ADMINISTRATION NRPC maintained the region's Transportation Improvement Program (TIP) and Long Range Metropolitan Transportation Plan. These documents list multimodal projects over a 25-year planning horizon and serve as the source from which specific projects are identified, prioritized and selected for funding through the Ten Year Plan. This is a critical step to ensure federal highway transportation dollars are available to Litchfield and the rest of the region. NRPC staff has met with town officials and stakeholders to provide technical support regarding bicycle and pedestrian planning issues.	**NRPC Staff Time: 200 hrs.**

Payments to NRPC

FY 18 Membership Dues:	**$6,436**
Other Contractual Amounts:	**$18,000**

REPRESENTATIVES FROM LITCHFIELD TO NRPC:

NPRC extends its heartfelt thanks to the citizens and staff of Litchfield who volunteer to support regional planning. The work of NRPC would not be possible without the support of the dedicated Commissioners and Advisory Committee members from Litchfield. Special thanks to:

Commissioners: Kimberly Queenan, Tyler Perrin
Transportation Technical Advisory Committee: Troy Brown
Nashua Regional Solid Waste Management District: David Mellen, Troy Brown
Energy Facilities Advisory Committee:

NRPC also recognizes the late Thomas Young, who supported NRPC on many levels, volunteering as a Commissioner, Executive Committee member, Transportation Technical Advisory Committee member and Energy Facilities Advisory Committee member. Tom and his contributions will be missed.

Respectfully Submitted,

Jay Minkarah, Executive Director

WHAT CAN YOU DO?

In order to protect and preserve our ecological resources, be sure to take the following preventive measures for:

Lawn/Yard Care

Excess fertilizers and pesticides applied to lawns and gardens wash off and pollute streams. Yard clippings and leaves can wash into storm drains and contribute nutrients and organic matter to streams.

- ✓ Don't over water your lawn, gardens, or other outdoor areas. Consider using a soaker hose instead of a sprinkler. Berm lawn and yard to prevent water run-off and encourage water absorption (infiltration).
- ✓ Preserve and plant trees and shrubs to help keep soil in place.
- ✓ Use pesticides and fertilizers sparingly. If necessary, only use recommended amounts.
- ✓ Use organic mulch or safer pest control methods.
- ✓ Compost or mulch yard waste. Cover piles of dirt or mulch.

- ✓ Recycle as much as possible.
- ✓ Use a broom to sweep and collect sediment and organic matter on sidewalks and driveways. Collect sand used on driveways and sidewalks for future use or disposal.
- ✓ Use de-icing materials sparingly on driveways and sidewalks.
- ✓ Drain swimming pools onto expanse lawns or other vegetated areas.

Small Farms

Agricultural run-off from farming activities increases the amounts of coliform and organic matter in downstream water supplies. Small farming activities such as cow, sheep, and goat grazing, as well as waste from chicken coops, hog or pig pens, horse corrals, etc. can also contribute to wastewater runoff if not properly maintained.

Septic Systems

Leaking and poorly maintained septic systems release nutrients and pathogens (bacteria and viruses) that can be picked up by storm water and discharged into nearby water bodies. Pathogens can cause public health and environmental concerns.

- ✓ Inspect your system every 3 years and pump your tank as necessary (every 3 to 5 years).
- ✓ Don't dispose of household hazardous waste in sinks or toilets.

Auto Care

Washing your car and degreasing auto parts at home can send detergents and other contaminants through the storm sewer system. Dumping automotive fluids into storm drains has the same result as dumping the materials directly into a water body. For example, one quart of oil can contaminate up to 2 million gallons of water.

- ✓ Use a commercial car wash that treats or recycles its wastewater or wash your car on your yard so the water infiltrates into the ground.
- ✓ Dispose of used auto fluids and batteries at designated recycling and drop-off locations.
- ✓ Prevent gas and oil leaks and spills.
- ✓ Have your motor vehicle routinely serviced.

Pet Waste

Pet waste can be a major source of bacteria and excess nutrients in local waters.

- ✓ When walking your pet, remember to pick up the waste and dispose of it properly. Flushing pet waste is the best disposal method.

- ✓ Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local water bodies.

Prevent Storm Water Runoff

There are several ways to help prevent storm water runoff. Here are some examples:

- ✓ Plant trees, shrubs, and ground cover.
- ✓ Use a barrel to collect rain and store water for gardening.

- ✓ Redirect downspouts from paved areas to vegetated areas. Guide storm water onto grass or other vegetated areas by using berms or dikes.
- ✓ Use wooden planks, bricks, or interlocking stones for walking areas and patios.
- ✓ Clear away fallen trees and debris from natural waterways and storm water drains.

Copied from UNH Energy and Campus Development
www.unh.edu/ecd/stormwater

TOWN CLERK/TAX COLLECTOR

Motor Vehicle Registrations: 2018 brings some exciting news for the Clerk's office. January 29th we will start using a more user friendly software that we are very excited about and it will also provide residents better services and communication with us. Residents of Litchfield have many options when it comes time to renewing registrations. You may come to the office and pay with either cash, check or credit card, surf to www.litchfieldnh.gov and renew online using your checking account or Credit Card (your decals are mailed to you), or renew by mail using a check the renewal notice and return to us.

Residents only have to write one check to the Town of Litchfield for registrations.

When registering a new vehicle the individual listed first on the title paperwork MUST be present when doing the first registration.

When renewing a registration the State requires that you present your driver's license.

To register a Title Exempt Vehicle for the first time the law (RSA 261:2-a) requires that ***in addition to a bill of sale*** a person registering a 1999 Model Year vehicle (or older) must present additional documentation on the vehicle. The owner must present one of the following additional documents: a previously issued NH Registration (a photocopy is okay), a valid NH or Out of State Title (a photocopy is okay), or a completed "Verification of Vehicle Identification" form (Form 19A) which can be obtained from the Town Clerk's office, Police Department, or a local inspection station. All vehicles year 2000 and newer must have a title.

Inspection stickers for a vehicle renewal need to be in place by the 10th day of the following month of your renewal due date. Late renewals do not get a 10-day grace period. Campers and motorcycles are to be inspected by June 1 of each year and will get an inspection sticker with a number 6. All other trailers, such as utility trailers or snowmobile trailers, are inspected by birth month like regular vehicle registrations.

Internet users can go to the Department of Motor Vehicle site: www.egov.nh.gov/platecheck/pass.asp to check for initial plate availability. State of NH Motor Vehicle Agency phone numbers are: NH Title Bureau: 271-3111, Concord Motor Vehicle Registration: 271-2251, Walking Disability Desk: 271-2275, & TTD (hearing impaired): 1-800-735-2964. Driver licensing is done in Manchester, Milford, Nashua, Salem or Concord.

Boat Registration – The Town Clerk's office can register your boats bring us your State Renewal notice and for a $5.00 Municipal Agent fee we can provide you with your new decals.

NH Hunting/Fishing Licenses and OHRV: January 2008 the Town Clerk's office started issuing New Hampshire Hunting and/or Fishing License. October 2009 we started issuing OHRV Licenses.

Elections: There will be one election this year the Town Elections on March 14th. Voting is the most fundamental right in a democracy because it is through voting that citizens protect all other rights by carefully selecting the public servants who guide and direct our self-governance. You can come to the Town Clerk's office to register to vote. You may also register to vote on Election Day at the polls. You are eligible to vote if you are 18 years of age or older on Election Day, are a US citizen and are domiciled in New Hampshire. A person can have several residences, but may have only one voting domicile. You have to provide your driver license or social security card at the time of registration. If you are currently on the checklist please check to update your information. Voter registration cards are now required by the State of NH to show place of birth and driver's license or social security number. Any change of address, name change, or party affiliation change should be updated with the Supervisors on Election Day or at the Town Clerk's office. New law requires that a State approved photo id be shown when voting. New in 2016 if you do not have your ID you will be asked to fill out a form and have your photo taken by

either the Moderator or the Town Clerk. Voting will take place at Campbell High School from 7:00 am – to 7:00 pm.

Dogs: There were 1,863 dogs licensed in 2017. ***DOG TAGS EXPIRE APRIL 30 OF EACH YEAR***. Residents can renew dog licenses starting January 2rd. Due to budget restraints we will not be sending out a reminder notice. If we have your current phone number and or e-mail address you will receive a phone call or e-mail reminder from our office This year the Town Clerk will be at the annual Rabies Clinic to issue dog licenses. If you show the rabies certificate from the previous year the Vet can administer a 3-year rabies shot instead of the 1-year shot. There is a minimum of a $25.00 fine for failure to register your dog in a timely manner plus monthly late charges. **If you no longer have your dog please drop us a quick note or Email (**tbriand@litchfieldnh.gov**) to let us know or call us at 424-4045.** ***IMPORTANT:*** Review your previous license to make sure that your dog's rabies vaccination is up-to-date. If you cannot find your vaccination certificate or license from 2012 call the office and we can research your records. You may renew your dog's license via the mail or the internet as long as the rabies vaccine is up to date. To register by mail please include: a check made payable to the Town of Litchfield (NO CASH PLEASE), and a self-addressed-stamped envelope for return of your new license and dog tag. To register via internet go to www.litchfieldnh.gov and click on the icon of the dog. When entering the license number include 12-then your dog's license number. If you have questions please call the office we will be more than happy to walk you through the process.

License fees:	Puppies (3-7 months) or spayed/neutered over 7 months	$7.50
	Male / Female (not spayed/neutered)	$ 10.00
	Senior owner (over 65)	(for one dog) $2.00

Vital Records: The fee for a marriage license this year has increased to $50.00. There is a fee of $15.00 for the first copy of a death, birth or marriage certificate and $10.00 each for extra copies.

Tax Collector Lien/Deed Calendar for 2016 ****Dates and fees subject to change***

February 12, 2018	Delinquent notice of all taxes owed	**No charge**
March 19, 2018	Notice of impending lien certified to property owners	$19.25
	2nd or subsequent parcel	$2.00
April 23, 2018	Notice of impending Tax Deed Certified to Property Owners	$17.25
April 23, 2018	Execution of Tax Lien	$19.25
	2nd or subsequent parcel	$10.00
June 4, 2018	Execution of Tax Deed	$10 plus recording fees

Town Clerk/Tax Collector News: As Town Clerk/Tax Collector for the Town of Litchfield, I completed four years of the state certification program in 2007. In 2010 I was recertified until 2020. I am now a Certified Town Clerk/Tax Collector in the State of New Hampshire. In 2009 I was nominated by the NH Tax Collectors Association as the Conference Coordinator for the State. It is a pleasure and honor to be a resident and public servant for Litchfield. I am very proud of where I grew up and currently reside. I am so proud to represent Litchfield at the meetings and conferences that I am required to attend throughout New Hampshire. My door is always open to anyone that has a suggestion. Thank you for this wonderful opportunity.

Town Clerk / Tax Collector Office Hours:

Monday 10:00 AM to 6:00 PM
Tuesday – Friday 7:30 AM to 3:00 PM

Address: 2 Liberty Way, Suite 3, Litchfield, NH 03052
Phone :(603) 424-4045
Fax: (603) 424-8154
Email: tbriand@litchfieldnh.gov

Respectfully Submitted
Theresa L. Briand, Town Clerk/Tax Collector

RESIDENT MARRIAGE REPORT
01/01/2017 - 12/31/2017

Name	Residence	Name	Residence	Issuance	Marriage	Marriage
Repko, Katherine E	Litchfield, NH	Leger, Daniel J	Litchfield, NH	Litchfield	Pelham	01/28/2017
Nichols, James A	Litchfield, NH	Brown, Staci L	Litchfield, NH	Litchfield	Bedford	02/12/2017
Brown, Jeremy S	Nashua, NH	Gettings, Laura A	Litchfield, NH	Nashua	Nashua	02/24/2017
Dudley, Christopher M	Litchfield, NH	Oliveira, Valerie P	Litchfield, NH	Litchfield	Atkinson	03/05/2017
Brooks, Roy J	Litchfield, NH	Murray, Sharon R	Litchfield, NH	Litchfield	Litchfield	04/07/2017
Lowrey, Penny L	Litchfield, NH	Valenti, Angelo G	Litchfield, NH	Litchfield	Windham	04/08/2017
Moreau, Landon J	Litchfield, NH	Lemay, Jennifer G	Litchfield, NH	Litchfield	Hudson	04/22/2017
Cenenas Jr, Daniel	Litchfield, NH	Demo, Alyssa L	Litchfield, NH	Nashua	Manchester	05/09/2017
Desmond Jr, Robert W	Litchfield, NH	Gallello, Karen M	Litchfield, NH	Litchfield	Bedford	05/13/2017
Waardenburg, Todd C	Litchfield, NH	Barnett, Christina M	Litchfield, NH	Litchfield	Litchfield	06/17/2017
Arria, Benjamin R	Litchfield, NH	Merchant, Heather A	Merrimack, NH	Litchfield	Laconia	06/24/2017
Bryant, Garrett E	Litchfield, NH	Hicks, Elizabeth J	Londonderry, NH	Londonderry	Derry	06/24/2017
Neeld, Taran M	Litchfield, NH	Spiva, Jessica L	Litchfield, NH	Nashua	Litchfield	07/01/2017
Willess II, Bernard J	Litchfield, NH	Willess, Jennifer E	Litchfield, NH	Nashua	Litchfield	07/15/2017
Corson, Nathan R	Litchfield, NH	Roystan, Amanda L	Litchfield, NH	Litchfield	Hudson	07/17/2017
Tamburino, Eric J	Litchfield, NH	Choiniere, Chantal T	Hudson, NH	Londonderry	Manchester	08/25/2017
Robey, Tyler D	Derry, NH	Cossar, Kearstin M	Litchfield, NH	Windham	Windham	08/26/2017
Bussolari Jr, Gary G	Litchfield, NH	Gerty, Sarah A	Litchfield, NH	Litchfield	Litchfield	09/09/2017
Heroux Jr, John B	Litchfield, NH	Jardullo, Mary F	Litchfield, NH	Litchfield	Bedford	09/16/2017
Lewis, Adam M	Litchfield, NH	Kopka, Robyn A	Litchfield, NH	Nashua	Andover	10/07/2017
McLavey, Andrew W	Litchfield, NH	Brown, Jessica E	Litchfield, NH	Litchfield	Chichester	10/07/2017
Bourbeau, Bryanna L	Litchfield, NH	Freitas, Shaylyn C	Pelham, NH	Litchfield	Hudson	10/07/2017
Savory, Christopher J	Litchfield, NH	Hancock, Amber L	Litchfield, NH	Litchfield	Litchfield	10/13/2017
Kelley, Nicole D	Litchfield, NH	Johnstone, Eric T	Litchfield, NH	Litchfield	Manchester	10/28/2017
Burroughs, Kayla A	Litchfield, NH	Stankard, Adam P	Litchfield, NH	Litchfield	Litchfield	11/08/2017
Morin, Sara J	Litchfield, NH	Payne, Craig P	Litchfield, NH	Litchfield	Litchfield	11/25/2017
Jurewicz Jr, Raymond J	Litchfield, NH	Polverini, Alline F	Litchfield, NH	Litchfield	Litchfield	12/28/2017

Total Number of Records 27

RESIDENT BIRTH REPORT
01/01/2017-12/31/2017

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
Stiles, Michael Anthony	01/12/2017	Manchester, NH	Stiles, Michael	Uva, Samantha
Wheeler, Lillian Ruth	01/01/2017	Nashua, NH	Wheeler, Joseph	Wheeler, Marni
Sisler, Sadie Marion	02/03/2017	Nashua, NH	Sisler, Marshall	Sisler, Sarah
White, Brady Cooper	02/17/2017	Manchester, NH	White, John	White, Heather
Beauregard, James Douglas	02/21/2017	Lebanon, NH	Beauregard, Timothy	Fields, Ruby
Engler, Brynn Taylor	02/24/2017	Manchester, NH	Engler Jr, Richard	Engler, Emily
Castro-Comerford, Thomas Charles	03/10/2017	Nashua, NH	Castro, Christian	Comerford, Shannon
Cecenas, Julian John	03/16/2017	Nashua, NH	Cecenas Jr, Daniel	Demo, Alyssa
Maldonado, Brodie James	03/26/2017	Manchester, NH	Maldonado, Jonathan	Maldonado, Cassie
Hill, Sophie May	03/27/2017	Nashua, NH	Hill, Christopher	Hill, Kimberly
Grantz, Mason George	03/28/2017	Nashua, NH	Grantz, Mark	Demers, Mindy
Kennedy, Eleanor Rose	03/28/2017	Manchester, NH	Kennedy, Ryan	Kennedy, Jennifer
Chaput, Calvin David	04/01/2017	Nashua, NH	Chaput, Tyler	Chaput, Anastasia
Ricard, Paisley Mckenna	04/14/2017	Nashua, NH	Ricard, Jason	Ricard, Megan
Farley, Addison Mae	04/20/2017	Nashua, NH	Farley, John	Nolan, Julia
Clark, Theodore Legend	05/24/2017	Nashua, NH	Clark, Brian	Clark, Brittany
Dewitte, Evelyn Marie	05/29/2017	Manchester, NH	Dewitte, Daniel	Dewitte, Sarah
Stevens, Philip Brady	05/29/2017	Nashua, NH	Stevens, Andrew	Stevens, Katherine
Lannan, Lorelei, Olivia	06/04/2017	Derry, NH	Lannan, Ryan	Lannan, Briana
Levasseur, Lillian Maeve	06/04/2017	Manchester, NH	Levasseur, Paul	Levasseur, Nicole
Makarewicz, Owen John	06/13/2017	Nashua, NH	Makarewicz Jr, Mark	Makarewicz, Sarah
Emmons, Slade Lee James	06/18/2017	Manchester, NH	Emmons, William	Bourassa, Kimberly
King, Caleb Michael	06/25/2017	Nashua, NH	King, Samuel	King, Katie
Taube, Lucas Patrick	07/03/2017	Nashua, NH	Taube, Michael	Taube, Caitlin
Rosellen, Micah Grant	07/11/2017	Nashua, NH	Rosellen, Jeffrey	Rosellen, Kelly
Dewey, Wade David	08/02/2017	Nashua, NH	Dewey, Jonathan	Dewey, Elizabeth
Dewey, Carolina Alice	08/02/2017	Nashua, NH	Dewey, Jonathan	Dewey, Elizabeth

RESIDENT BIRTH REPORT
01/01/2017-12/31/2017

(continued)

Diaz, Paxton Samuel	08/08/2017	Manchester, NH	Diaz, Denzel	Diaz, Heather
Symonds, Madalyn June	08/13/2017	Manchester, NH	Symonds, Kenneth	Symonds, Emily
Gauthier, Logan Ryan	08/15/2017	Nashua, NH	Gauthier III, Emile	Gauthier, Lisa
Thomas, Carter Dennis	08/15/2017	Nashua, NH	Thomas, Brian	Thomas, Julia
Durant, Braylen Richard	08/27/2017	Manchester, NH	Durant, Noah	Robinson-Tolstuk, Hannah
Luquette, Rose Ava	08/29/2017	Derry, NH	Luquette Jr, William	Luquette, Kyla
Klement, Lacey Jane	10/03/2017	Nashua, NH	Klement, Scott	Peach, Kayla
Fontanes, Andrew Thomas	10/17/2017	Nashua, NH	Fontanes, Daniel	Fontanes, Anna
Schneider, Wesley James	10/18/2017	Manchester, NH	Schneider, Zachary	Desrochers, Sarah
Wellman, Adelina Clare	10/18/2017	Nashua, NH	Wellman, Jonathan	Wellman, Tyshia
Duchesne, Jameson Parker Nash	10/27/2017	Nashua, NH	Duchesne, Erik	Duchesne, Ashley
Kittredge, Ryder Cruz	10/27/2017	Nashua, NH	Kittredge Jr, William	Ellis, Kristen
Caravoulisa, Keean Micah	10/29/2017	Nashua, NH	Caravoulias, Kevin	Caravoulias, Christine
Dupont, Nolan William	11/29/2017	Nashua, NH	Dupont, Shawn	Dupont, Jennifer
Axelson, Zoey Alaina	12/12/2017	Nashua, NH	Axelson, Kyle	Axelson, Angelina
Ruggles, Austin Joseph	12/15/2017	Manchester, NH	Ruggles, Andrew	Ruggles, Erica
Chestnut, Kaydence Lane	12/30/2017	Nashua, NH	Chestnut, Craig	Perron, Tiffany

Total number of records 44

RESIDENT DEATH REPORT
01/01/2017 - 12/31/2017

Decedent's Name	Death Date	Death Place	Father's Name	Mother's Maiden Name	Military
Fay, Christopher	01/15/2017	Nashua	Fay, Joseph	Danner, Gertrude	Y
Konovelchick, Michael	02/10/2017	Litchfield	Konovelchick, Michael	Shallow, Edna	Y
Marsden, James	02/24/2017	Litchfield	Marsden, Clarence	Travers, Lorraine	Y
Leto, Joseph	03/04/2017	Nashua	Leto, Anthony	Mascoli, Josephine	Y
Rackliffe, Phyllis	02/25/2017	Bedford	Senior, Arthur	Decker, Beulah	N
Hirtz, Neil	03/27/2017	Manchester	Hirtz, Paul	Schockomoehl, Grace	Y
Robedeau, Michael	04/06/2017	Nashua	Robedeau, Alfred	Labrie, Alma	N
Lemay, Russell	04/10/2017	Litchfield	Lemay, Reginald	Lafreniere, Marie	N
Farrell, Theresa	04/13/2017	Manchester	Rousseau, Leopold	Trottier, Marie	N
Russell, Marguerite	04/17/2017	Litchfield	Macneil, Henry	Perrot, Jenny	N
Carty, Claire	04/20/2017	Merrimack	Lessard, Aime	Fournier, Jeanne	N
St. Peter, Stephen	05/06/2017	Litchfield	St. Peter, Paul	Cota, Evelyn	N
Corker Jr, William	05/09/2017	Merrimack	Corker Sr, William	Aiken, Madeline	Y
Danielson, Claudia	06/15/2017	Litchfield	Lamarche, Henry	Przybyla, Helen	N
Critchley, Mildred	06/23/2017	Merrimack	Bradshaw, William	Stables, Arabella	N
Tittle, Marjorie	06/27/2017	Manchester	Thomas, Marlin	Binggeli, Helen	N
Richardson, Kathleen	07/09/2017	Nashua	Cummings, William	Renee, Marie	N
Badeau, Jamie	07/11/2017	Litchfield	Badeau, Peter	Rooney, Nancy	N
Mazgelis, Claudette	07/13/2017	Laconia	Nadeau, Albert	Fortin, Alida	N
Galipeau, Donna	07/14/2017	Litchfield	Schultz, Ronald	Jarvis, Evelyn	N
French, Kathleen	07/24/2017	Derry	Connors, William	Sullivan, Margaret	N
White Sr, Richard	07/28/2017	Litchfield	White, Walter	Roswell, Myrtle	N
Cote, Albert	08/26/2017	Litchfield	Cote, Henry	Caron, Marie	Y
St Laurent Sr, Roger	09/23/2017	Nashua	St Laurent, Adelard	Ricard, Yvonne	Y
McCoy, George	09/29/2017	Litchfield	McCoy, George	Richardson, Lottie	N
Jennings, Nancy	10/07/2017	Litchfield	Whalen, James	Hamelin, Madeline	N
Miner, Russell	10/09/2017	Goffstown	Miner, Daniel	Letendre, Rita	N
Fasano, Angelina	10/09/2017	Hudson	Cotoni, Michael	Messina, Angelina	N
Nichols, Kimberly	10/18/2017	Lebanon	Nichols, Russell	Mercurio, Maria	N
Young, Thomas	10/27/2017	Manchester	Young, Charles	Wilson, Marion	N
Allen, Jean	12/29/2017	Hudson	King, Louis	Kenney, Mary	N

Total number of records 31

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of LITCHFIELD Year Ending 12/31/2017

DEBITS

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR		LEVY FOR YEAR Of this Report	PRIOR LEVIES		
			2016	2015	2014+
Property Taxes	#3110	xxxxxx	$ 367,763.77	0.00	0.00
Resident Taxes	#3180	xxxxxx	0.00	0.00	0.00
Land Use Change Taxes	#3120	xxxxxx	0.00	0.00	0.00
Timber Yield Taxes	#3185	xxxxxx	0.00	0.00	0.00
Excavation Tax	#3187	xxxxxx	0.00	0.00	0.00
Utility Charges	#3189	xxxxxx	0.00	0.00	0.00
Betterment Taxes		xxxxxx	0.00	0.00	0.00
Property Tax Credit Balance		$0.00			

TAXES COMMITTED THIS YEAR		Levy for Year Of this report	2016
Property Taxes	#3110	$ 19,751,223.00	$0.00
Resident Taxes	#3180	$0.00	$0.00
Land Use Change Taxes	#3120	$ 52,500.00	$0.00
Yield Taxes	#3185	$ 3,630.17	$0.00
Excavation Tax	#3187	$ 2,801.54	$0.00
Utility	#3189	$0.00	$0.00
Betterment Taxes		$0.00	$0.00

OVERPAYMENT REFUNDS		Levy for Report of this Year	2016	2015	2014+
Property Taxes	#3110	$27,586.36			
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax	#3187				
Interest - & Penalties on Delinquent Taxes	#3190	$ 8,480.90	$ 18,096.39	$0.00	$0.00
Interest & Penalties on Resident Taxes	#3190	$0.00	$0.00	$0.00	$0.00
TOTAL DEBITS		$ 19,846,221.97	$385,860.16	$0.00	$0.00

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of LITCHFIELD Year Ending 12/31/2017

CREDITS

REMITTED TO TREASURER	LEVY FOR YEAR Of this Report	PRIOR LEVIES 2016	2015	2014+
Property Taxes	$ 19,448,629.65	$ 289,513.78	$0.00	$0.00
Resident Taxes	$0.00	$0.00	$0.00	$0.00
Land Use Change Taxes	$ 52,500.00	$0.00	$0.00	$0.00
Timber Yield Taxes	$ 3,039.87	$0.00	$0.00	$0.00
Interest (included Lien conversion)	$ 8,480.90	$ 16,372.39	$0.00	$0.00
Penalties	$0.00	$ 1,724.00	$0.00	$0.00
Excavation Tax	$ 2,801.54	$0.00	$0.00	$0.00
Utility Charges	$0.00	$0.00	$0.00	$0.00
Betterment Taxes	$0.00	$0.00	$0.00	$0.00
Conversion to Lien (principal only)	$0.00	$ 78,249.99	$0.00	$0.00
Discounts Allowed	$0.00	$0.00	$0.00	$0.00

ABATEMENTS MADE	Levy for Year of this Report	2016	2015	2014+
Property Taxes	$ 20,265.00	$0.00	$0.00	$0.00
Resident Taxes	$0.00	$0.00	$0.00	$0.00
Land Use Change Taxes	$0.00	$0.00	$0.00	$0.00
Timber Yield Taxes	$0.00	$0.00	$0.00	$0.00
Excavation Tax	$0.00	$0.00	$0.00	$0.00
Utility Charges	$0.00	$0.00	$0.00	$0.00
Betterment Taxes	$0.00	$0.00	$0.00	$0.00
Current Levy Deeded	$1,072.00	$0.00	$0.00	$0.00

UNCOLLECTED TAXES - END OF YEAR #1080		2016	2015	2014+
Property Taxes	$ 308,842.71	$0.00	$0.00	$0.00
Resident Taxes	$0.00	$0.00	$0.00	$0.00
Land Use Change Taxes	$0.00	$0.00	$0.00	$0.00
Timber Yield Taxes	$590.30	$0.00	$0.00	$0.00
Excavation Tax	$0.00	$0.00	$0.00	$0.00
Utility Charges	$0.00	$0.00	$0.00	$0.00
Betterment Taxes	$0.00	$0.00	$0.00	$0.00
Property Tax Credit Balance	$0.00	$0.00	$0.00	$0.00
TOTAL CREDITS	$ 19,846,221.97	$ 385,860.16	$0.00	$0.00

TAX COLLECTOR'S REPORT

MS-61

For the Municipality of LITCHFIELD Year Ending 12/31/2017

SUMARY OF DEBITS

UNREDEEMED & EXECUTED LIENS	LY	PRIOR LEVIES 2016	2015	2014+
Unredeemed Liens Balance Beginning of FY		$0.00	$ 58,148.00	$ 22,961.98
Liens Executed During FY	$ 0.00	$ 84,757.89	$0.00	$0.00
Interest & Costs Collected (After Lien Execution)	$0.00	$ 2,546.44	$8,477.39	$ 4,352.30
Total Debits	**$0.00**	**$ 87,304.33**	**$ 66,625.39**	**$ 27,314.28**

SUMMARY OF CREDITS

		LY	PRIOR LEVIES 2016	2015	2014+
Redemptions		$0.00	$ 35,958.69	$ 34,996.81	$ 18,620.10
Interest & Costs Collected (After Lien Execution)	#3190	$0.00	$ 2,546.44	$8,477.39	$ 4,352.40
Abatements of Unredeemed Liens		$0.00	$0.00	$0.00	$0.00
Liens Deeded to Municipality		$0.00	$2,424.41	$2,307.93	$2,728.58
Unredeemed Liens End of FY	#1110	$0.00	$ 46,374.79	$20,843.26	$1,613.30
TOTAL CREDITS		**$0.00**	**$ 87,304.33**	**$ 66,625.39**	**$ 27,314.28**

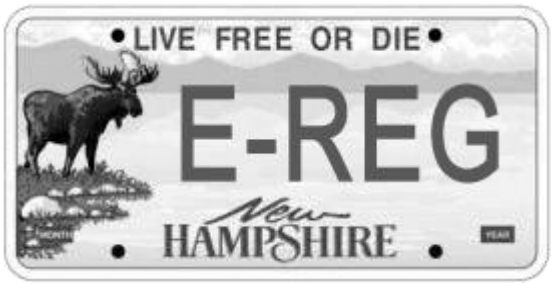
Summary of Elderly Liens	**LY**	**2016**	**2015**	**2014+**
Unredeemed Elderly Liens beg. Of FY		$ 0.00	$ 4,671.00	$ 0.00
Elderly Liens Executed During FY	$0.00	$ 0.00	$0.00	$ 0.00
Elderly Liens Int. & Cost Collected	$0.00	$0.00	$0.00	$ 0.00
TOTAL ELDERLY LEIN DEBITS:	**$0.00**	**$ 0.00**	**$ 4,671.00**	**$ 0.00**
Elderly Redemptions	$0.00	$0.00	$0.00	$ 0.00
Elderly Liens Int. & Cost Collected	$0.00	$ 0.00	$ 0.00	$ 0.00
Abatement of Unredeemed Liens	$0.00	$ 0.00	$0.00	$ 0.00
Unredeemed Elderly Liens End of FY	$0.00	$ 0.00	$ 4,761.00	$ 0.00
TOTAL ELDERLY LEIN CREDITS:	**$0.00**	**$ 0.00**	**$ 4,761.00**	**$ 0.00**

ANNUAL FINANCIAL REPORT
LITCHFIELD, NH TOWN CLERK
January 1, 2017 through December 31, 2017

Dogs License - Town	$7,275.00
State of New Hampshire	$4,183.00
Duplicate Tags	$2.00
Fines and Penalties	$809.00
Dredge and Fill Permits	$0.00
Voter Checklists	$399.00
Incorporation Filings	$0.00
Motor Vehicles Registrations	$1,755,287.00
State of New Hampshire	$520,288.00
Municipal Agent Fees	$32,484.00
Titles	$4,066.00
Boats	$19,740.00
Pole Permits	$0.00
Postage	$8,956.00
Hunting & Fishing Licenses	$419.00
State of New Hampshire	$9,897.00
Returned-Check Fees	$585.00
UCCs	$1,320.00
Vital Records	
Town	$1,669.00
State of New Hampshire	$2,816.00
Total Receipts	$2,370,225.00

A true record of Town Clerk receipts, attest:

Theresa L. Briand
Town Clerk
January 05, 2018



TOWN OF LITCHFIELD, NEW HAMPSHIRE

Annual Financial Statements

For the Year Ended December 31, 2016

Town of Litchfield, New Hampshire

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MELANSONHEATH
ACCOUNTANTS • AUDITORS
40 years

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Manchester, NH
Ellsworth, ME

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Litchfield, New Hampshire

Report on the Financial Statements

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

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Litchfield, New Hampshire, as of December 31, 2016, and the respective changes in financial position thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Pension Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Melanson Heath

August 23, 2017

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Litchfield, New Hampshire we offer readers this narrative overview and analysis of the financial activities of the Town for the year ended December 31, 2016.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets, liabilities, and deferred outflows/inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current year, the total of assets exceeded liabilities by $23,453,926 (i.e., net position), a change of $(1,102,701) in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of $3,134,952, a change of $253,818 in comparison to the prior year.
- At the end of the current year, unassigned fund balance for the general fund was $1,299,656, a change of $25,049 in comparison to the prior year.
- The Town had no outstanding bonds payable at December 31, 2016.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years (in thousands).

NET POSITION

	Governmental Activities	
	2016	2015
Current and other assets	$ 11,267	$ 8,803
Capital assets	23,855	23,855
Deferred outflows	1,398	395
Total assets and deferred outflows of resources	36,540	33,053
Long-term liabilities outstanding	5,130	3,542
Other liabilities	7,887	4,571
Deferred inflows	69	384
Total liabilities and deferred inflows of resources	13,086	8,497
Net position:		
Net investment in capital assets	23,885	24,743
Restricted	1,416	1,382
Unrestricted	(1,847)	(1,569)
Total net position	$ 23,454	$ 24,556

CHANGES IN NET POSITION

	Governmental Activities	
	2016	2015
Revenues:		
Program revenues:		
Charges for services	$ 347	$ 150
Operating grants	1	3
Capital grants and contributions	201	187
General revenues:		
Property taxes	3,222	3,236
Penalties and interest on taxes	81	156
Licenses and permits	1,775	1,655
Investment income	34	26
Intergovernmental	434	402
Other	266	115
Total revenues	6,361	5,930
Expenses:		
General government	1,669	1,653
Public safety	3,027	2,668
Education	70	13
Highways and streets	1,874	1,726
Sanitation	406	378
Health and welfare	50	62
Culture and recreation	366	344
Conservation	1	183
Total expenses	7,463	7,027
Change in net position	(1,102)	(1,097)
Net position - beginning of year	24,556	25,653
Net position - end of year	$ 23,454	$ 24,556

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was $23,453,926, a change of $(1,102,701) from the prior year.

The largest portion of net position, $23,885,546 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, $1,415,551 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position reflects a deficit balance of $(1,847,171) caused primarily by the recording of the unfunded net pension liability (see Note 20).

Governmental activities. Governmental activities for the year resulted in a change in net position of $(1,102,701). Key elements of this change are as follows:

General fund operations, as discussed further in Section D	$ 182,785
Non-major funds - accrual basis	101,033
Depreciation expense	(1,203,793)
Other	(182,726)
Total	$ (1,102,701)

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of $3,134,952, a change of $253,818 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	$ 182,785
Non-major funds operating results	71,033
Total	$ 253,818

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was $1,299,656, while total fund balance was $1,609,783. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

General Fund	12/31/16	12/31/15	Change	% of Total General Fund Expenditures
Unassigned fund balance	$ 1,299,656	$ 1,274,607	$ 25,049	24.6%
Total fund balance	$ 1,609,783	$ 1,426,998	$ 182,785	30.5%

The total fund balance of the general fund changed by $182,785 during the current year. Key factors in this change are as follows:

State and local revenues surplus	$ 183,102
Budgetary appropriations turnbacks by departments	42,573
Tax collections shortfall compared to budget	(65,652)
Current year encumbrances to be spent in the subsequent year in excess of prior year encumbrances to be spent in the current year	157,394
Change in capital reserve fund balance	342
Use of fund balance	(134,974)
Total	$ 182,785

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	12/31/16	12/31/15	Change
Capital reserve	$ 138,038	$ 137,696	$ 342
Total	$ 138,038	$ 137,696	$ 342

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no differences between the total original budget and the total final amended budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year-end amounted to $23,854,996 (net of accumulated depreciation), a change of $(1,087,337) from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital events during the current year included the following:

- Police cruiser acquisitions of $75,461

Additional information on capital assets can be found in the Notes to Financial Statements.

Long-term debt. The Town issued no new long-term bonds during the fiscal year, resulting in no outstanding bonds payable at the end of the year.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Board of Selectmen
Town of Litchfield
2 Liberty Way, Suite 2
Litchfield, New Hampshire 03052

TOWN OF LITCHFIELD, NEW HAMPSHIRE

STATEMENT OF NET POSITION

DECEMBER 31, 2016

	Governmental Activities
ASSETS	
Current:	
Cash and short-term investments	$ 10,657,085
Investments	122,959
Receivables, net of allowance for uncollectibles:	
Taxes	343,302
Departmental and other	80,459
Other assets	9,668
Due from fiduciary funds	281
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Taxes	72,999
Capital assets:	
Land and construction in progress	4,699,134
Other capital assets, net of accumulated depreciation	19,155,862
DEFERRED OUTFLOWS OF RESOURCES	1,396,313
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	36,540,062
LIABILITIES	
Current:	
Accounts payable	249,746
Accrued liabilities	33,946
Tax refunds payable	236,426
Other liabilities	35,141
Due to school district	7,306,898
Current portion of long-term liabilities:	
Capital lease payable	15,356
Compensated absence	10,012
Noncurrent:	
Capital lease payable, net of current portion	15,682
Compensated absence, net of current portion	190,220
Net pension liability	4,923,838
DEFERRED INFLOWS OF RESOURCES	68,871
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	13,086,136
NET POSITION	
Net investment in capital assets	23,885,546
Restricted for:	
Grants and other statutory restrictions	1,198,794
Permanent funds:	
Nonexpendable	38,200
Expendable	178,557
Unrestricted	(1,847,171)
TOTAL NET POSITION	$ 23,453,926

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2016

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Position: Governmental Activities
Governmental Activities:					
General government	$ 1,668,910	$ 19,714	$ -	$ -	$ (1,649,196)
Public safety	3,026,870	285,105	-	-	(2,741,765)
Education	70,311	-	-	-	(70,311)
Highways and streets	1,874,315	-	-	-	(1,874,315)
Sanitation	406,064	14,309	-	-	(391,755)
Health and welfare	50,158	-	-	-	(50,158)
Culture and recreation	366,149	28,364	492	201,394	(135,899)
Conservation	1,206	-	-	-	(1,206)
Total Governmental Activities	$ 7,463,983	$ 347,492	$ 492	$ 201,394	(6,914,605)
General Revenues and Contributions:					
Taxes					3,221,892
Penalties, interest and other taxes					80,967
Licenses and permits					1,775,237
Investment income					34,277
Intergovernmental					434,252
Miscellaneous					265,279
Total general revenues					5,811,904
Change in net position					(1,102,701)
Net Position:					
Beginning of year					24,556,627
End of year					$ 23,453,926

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

DECEMBER 31, 2016

	General	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS			
Cash and short-term investments	$ 9,237,681	$ 1,419,404	$ 10,657,085
Investments	-	122,959	122,959
Receivables:			
Property taxes	453,545	-	453,545
Departmental and other	-	80,459	80,459
Other assets	9,668	-	9,668
Due from other funds	38,817	-	38,817
TOTAL ASSETS	$ 9,739,711	$ 1,622,822	$ 11,362,533
LIABILITIES			
Accounts payable	$ 249,746	$ -	$ 249,746
Accrued liabilities	33,946	-	33,946
Tax refunds payable	236,426	-	236,426
Other liabilities	35,141	-	35,141
Due to other funds	-	38,536	38,536
Due to school district	7,306,898	-	7,306,898
TOTAL LIABILITIES	7,862,157	38,536	7,900,693
DEFERRED INFLOWS OF RESOURCES	267,771	59,117	326,888
FUND BALANCES			
Nonspendable	-	38,200	38,200
Restricted	-	1,486,969	1,486,969
Committed	175,638	-	175,638
Assigned	134,489	-	134,489
Unassigned	1,299,656	-	1,299,656
TOTAL FUND BALANCES	1,609,783	1,525,169	3,134,952
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	$ 9,739,711	$ 1,622,822	$ 11,362,533

The accompanying notes are an integral part of these financial statements.

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TOWN OF LITCHFIELD, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION

DECEMBER 31, 2016

Total governmental fund balances	$	3,134,952
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		23,854,996
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.		289,644
• Long-term liabilities, (net of prepaid debt service) including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.		(231,270)
• Certain changes in the net pension liability, which are deferred to future reporting periods, are not reported in the governmental funds.		(3,594,396)
Net position of governmental activities	$	23,453,926

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2016

	General	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:			
Property taxes	$ 3,238,839	$ -	$ 3,238,839
Penalties, interest and other taxes	75,767	5,200	80,967
Licenses and permits	1,775,237	-	1,775,237
Intergovernmental	636,038	-	636,038
Charges for services	25,376	304,084	329,460
Investment income	4,795	29,482	34,277
Contributions	-	100	100
Miscellaneous	23,252	242,027	265,279
Total Revenues	5,779,304	580,893	6,360,197
Expenditures:			
Current:			
General government	1,406,865	157,532	1,564,397
Public safety	2,562,301	259,511	2,821,812
Education	-	70,311	70,311
Highways and streets	802,223	81,251	883,474
Sanitation	367,381	-	367,381
Health and welfare	65,325	-	65,325
Culture and recreation	72,873	259,600	332,473
Conservation	1,206	-	1,206
Total Expenditures	5,278,174	828,205	6,106,379
Other Financing Sources			
Transfer in	7,946	326,291	334,237
Transfer out	(326,291)	(7,946)	(334,237)
Total Other Financing Sources	(318,345)	318,345	-
Net Changes in Fund Balance	182,785	71,033	253,818
Fund Equity, at Beginning of Year	1,426,998	1,454,136	2,881,134
Fund Equity, at End of Year	$ 1,609,783	$ 1,525,169	$ 3,134,952

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2016

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
Revenues and other sources:				
Property taxes	$ 3,304,491	$ 3,304,491	$ 3,304,491	$ -
Penalties, interest and other taxes	67,774	67,774	75,767	7,993
Licenses and permits	1,638,832	1,638,440	1,775,237	136,797
Intergovernmental	627,260	627,652	636,038	8,386
Charges for services	15,608	15,608	25,376	9,768
Investment income	1,500	1,500	4,453	2,953
Miscellaneous	4,119	6,451	23,252	16,801
Transfers In	9,874	7,542	7,946	404
Use of fund balance	134,974	134,974	134,974	-
Total Revenues	5,804,432	5,804,432	5,987,534	183,102
Expenditures and other uses:				
Current:				
General government	1,526,159	1,513,945	1,453,151	60,794
Public safety	2,571,170	2,621,884	2,660,483	(38,599)
Highways and streets	821,371	821,371	815,149	6,222
Sanitation	358,541	358,541	367,381	(8,840)
Health and welfare	80,120	80,120	65,325	14,795
Culture and recreation	298,116	80,699	72,873	7,826
Conservation	1,580	1,580	1,206	374
Capital outlay	50,000	-	-	-
Debt service	1	1	-	1
Transfers out	97,374	326,291	326,291	-
Total Expenditures	5,804,432	5,804,432	5,761,859	42,573
Excess of revenues and other sources over expenditures and other uses	$ -	$ -	$ 225,675	$ 225,675

The accompanying notes are an integral part of these financial statements.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET POSITION

DECEMBER 31, 2016

	Agency Funds
ASSETS	
Cash and short-term investments	$ 317,907
Total Assets	$ 317,907
LIABILITIES	
Due to other funds	$ 281
Due to other governments	155,440
Due to developers	162,186
Total Liabilities	$ 317,907

The accompanying notes are an integral part of these financial statements.

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Litchfield (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. *Reporting Entity*

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In year 2016, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

B. *Government-wide and Fund Financial Statements*

Government-wide Financial Statements
The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements
Separate financial statements are provided for governmental funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. *Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

Government-wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as is the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental fund:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

D. *Cash and Short-Term Investments*

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the general

fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. *Investments*

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

F. *Interfund Receivables and Payables*

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "due from/to other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

G. *Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in governmental activities in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than $10,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	15 - 20
Infrastructure	40
Vehicles and equipment	5 - 20

H. *Compensated Absences*

It is the Town's policy to permit employees to accumulate earned but unused vacation pay benefits. All vested vacation pay is accrued when incurred in the government-wide financial statements. A liability for this amount is reported in governmental funds only if it has matured, for example, as a result of employee resignations and retirements.

I. *Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities Statement of Net Position.

J. *Fund Equity*

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classification policies and procedures are as follows:

1) Nonspendable funds are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., perpetual care).
2) Restricted funds are used solely for the purpose in which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.

3) Committed funds are reported and expended as a result of motions passed by the highest decision-making authority in the government (i.e., Town Meeting).

4) Assigned funds are used for specific purposes as established by management. These funds, which include encumbrances, have been assigned for specific goods and services ordered but not yet paid for. This account also includes fund balance voted to be used in the subsequent year.

5) Unassigned funds are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town Meeting. The approved budget is subsequently reported to the State

of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

B. *Budgetary Basis*

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. *Budget/GAAP Reconciliation*

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

General Fund	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Revenues/Expenditures (GAAP basis)	$ 5,779,304	$ 5,278,174
Other financing sources/uses (GAAP basis)	7,946	326,291
Subtotal (GAAP Basis)	5,787,250	5,604,465
Adjust tax revenue to accrual basis	65,652	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(14,695)
Add end-of-year appropriation carryforwards from expenditures	-	172,089
To remove capital reserve funds	(342)	-
To record use of fund balance	134,974	-
Budgetary basis	$ 5,987,534	$ 5,761,859

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. RSA 48:16 limits "deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a Town with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank." The Town's policy on custodial credit risk is to ensure prior to deposit that funds be secured by collateral having a market value at least equal to 102% of the amount deposited or invested.

As of December 31, 2016, $284,469 of the Town's bank balances of $11,022,351 was exposed to custodial credit risk as uninsured or uncollateralized.

4. Investments

A. *Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Presented below (in thousands) is the actual rating as of year-end for each investment of the Town. (All federal agency securities have an implied credit rating of AAA):

Investment Type	Fair Value	Minimum Legal Rating	Rating as of Year End Baa1
Corporate equities	$ 123	N/A	$ 123
Total investments	$ 123		$ 123

B. *Custodial Credit Risk*

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Town's policy on custodial credit risk is to ensure prior to deposit that funds be secured by collateral having a market value at least equal to 102% of the amount deposited or invested.

C. *Concentration of Credit Risk*

The Town places no limit on the amount the Town may invest in any one issuer. Investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represent 5% or more of total investments are as follows:

Investment Issuer	Amount	% of Total Investments
AT&T	$ 94,672	77.0%
Verizon	27,864	22.7%
Total	$ 122,959	

D. *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's policy on interest rate risk is to schedule maturities to coincide with projected cash flow needs, provided that the term of any investment not exceed 18 months.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

Investment Type	Fair Value	N/A
Corporate equities	$ 123	$ 123
Total	$ 123	$ 123

E. *Fair Value*

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board Statement No. 72 Fair Value Measurement and Application (GASB 72). The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. All of the Town's investments are classified as Level 1.

7. Interfund Fund Accounts

Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order tc obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the December 31, 2016 balances in interfund receivable and payable accounts:

Fund	Due From Other Funds	Due To Other Funds
General Fund	$ 38,817	$ -
Special Revenue Funds	-	8,163
Trust Funds	-	30,373
Agency Funds	-	281
Total	$ 38,817	$ 38,817

Transfers

The Town reports interfund transfers between various funds. Most transfers result from budgetary or statutory actions, whereby funds are moved to accomplish various expenditure purposes. The sum of all transfers presented in the table agrees with the sum of interfund transfers presented in the governmental and proprietary fund financial statements. The following is an analysis of interfund transfers:

Fund:	Transfers In	Transfers Out
General Fund	$ 7,946	$ 326,291
Special Revenue Funds	228,917	572
Trust Funds	97,374	7,374
Grand Total	$ 334,237	$ 334,237

8. Capital Assets

Capital asset activity for the year ended December 31, 2016 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Buildings and improvements	$ 2,331	$ -	$ -	$ 2,331
Machinery, equipment, and furnishings	2,569	117	(68)	2,618
Infrastructure	37,389	-	-	37,389
Total capital assets, being depreciated	42,289	117	(68)	42,338
Less accumulated depreciation for:				
Buildings and improvements	(1,118)	(67)	-	(1,185)
Machinery, equipment, and furnishings	(1,619)	(202)	68	(1,753)
Infrastructure	(19,309)	(935)	-	(20,244)
Total accumulated depreciation	(22,046)	(1,204)	68	(23,182)
Total capital assets, being depreciated, net	20,243	(1,087)	-	19,156
Capital assets, not being depreciated:				
Land	4,699	-	-	4,699
Total capital assets, not being depreciated	4,699	-	-	4,699
Governmental activities capital assets, net	$ 24,942	$ (1,087)	$ -	$ 23,855

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	$ 54
Public safety	117
Highway	981
Culture and recreation	37
Sanitation	15
Total depreciation expense - governmental activities	$ 1,204

9. Deferred Outflows of Resources

Deferred outflows of resources represent the consumption of net assets by the Town that is applicable to future reporting periods. Deferred outflows of resources have a positive effect on net position, similar to assets.

The following is a summary of deferred outflow of resources balances as of December 31, 2016, which all relate to the Town's participation in the New Hampshire Retirement System:

	Entity-wide Basis Governmental Activities
Pension related:	
Differences between expected and actual experience	$ 13,683
Net difference between projected and actual investment earnings	308,061
Changes in assumptions	605,968
Changes in proportion and differences between contributions and proportionate share of contributions	297,211
Contributions subsequent to the measurement date	173,390
Total deferred outflows	$ 1,398,313

10. Accounts Payable and Accrued Expenses

Accounts payable and accrued expenses represent 2016 expenditures paid in 2017.

11. Due to School District

This represents the balance of the district assessment due to the Litchfield School District for the 2016/2017 school year.

12. Capital Lease Obligations

The Town is the lessee of certain equipment under capital and operating leases expiring in various years through 2018. Future minimum lease payments under the capital and operating leases consisted of the following as of December 31, 2016:

Year	Capital Leases
2017	$ 16,347
2018	16,348
Total minimum lease payments	32,695
Less amounts representing interest	(1,657)
Present Value of Minimum Lease Payments	$ 31,038

13. Long-Term Debt

Changes in General Long-Term Liabilities

During the year ended December 31, 2016, the following changes occurred in long-term liabilities:

	Total Balance 1/1/16	Additions	Reductions	Total Balance 12/31/16	Less Current Portion	Equals Long-Term Portion 12/31/16
Governmental Activities						
Capital lease	$ 46,061	$ -	$ (15,043)	$ 31,038	$ (15,356)	$ 15,682
Compensated absences	194,363	5,869	-	200,232	(10,012)	190,220
Net pension liability	3,325,930	1,597,908	-	4,923,838	-	4,923,838
Totals	$ 3,566,374	$ 1,603,777	$ (15,043)	$ 5,155,108	$ (25,368)	$ 5,129,740

14. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the government that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of December 31, 2016:

	Entity-wide Basis	Fund Basis	
	Governmental Activities	Governmental Funds	
		General Fund	Nonmajor
Unavailable revenues	$ -	$ 267,771	$ 59,117
Pension related:			
Differences between expected and actual experience	62,176	-	-
Changes in proportion and differences between pension contributions and proportionate share of contributions	6,695	-	-
Total deferred inflows	$ 68,871	$ 267,771	$ 59,117

15. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

16. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of fund balances are reported at December 31, 2016:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes nonmajor governmental fund reserves for the principal portion of permanent trust funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes general fund encumbrances funded by bond issuances, various special revenue funds, and the income portion of permanent trust funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting, capital reserve funds set aside by Town Meeting vote for future capital acquisitions and improvements, and various special revenue funds.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period.

Unassigned - Represents amounts that are available to be spent in future periods.

Following is a breakdown of the Town's fund balances at December 31, 2016:

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable			
Nonexpendable permanent funds	$ -	$ 38,200	$ 38,200
Total Nonexpendable	-	38,200	38,200
Restricted			
Special Revenue Fund	-	1,246,824	1,246,824
Bonded Projects	-	61,588	61,588
Expendable Permanent Funds	-	178,557	178,557
Total Restricted	-	1,486,969	1,486,969
Committed			
Capital reserve funds	138,038	-	138,038
For continuing appropriations	37,600	-	37,600
Total Committed	175,638	-	175,638
Assigned			
For encumbrances:			
General government	55,192	-	55,192
Public safety	63,082	-	63,082
Highways	16,215	-	16,215
Total Assigned	134,489	-	134,489
Unassigned			
Unassigned	1,299,656	-	1,299,656
Total Unassigned	1,299,656	-	1,299,656
Total Fund Balance	$ 1,609,783	$ 1,525,169	$ 3,134,952

17. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how undesignated fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	$ 1,299,656
BTLA liability	236,426
Unearned revenues	267,771
Tax Rate Setting Balance	$ 1,803,853

18. Commitments and Contingencies

Outstanding Legal Issues - On an ongoing basis, there are typically pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of these issues would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

19. Post-Employment Healthcare and Life Insurance Benefits

The Town has implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time. However, the Town participates in a community-rated plan, which insurance premium rates reflect the health claim experience of all participating employers. As a result, it is appropriate to use the unadjusted premium as the basis for projecting retiree benefits. Since the Town does not provide a benefit to retirees, and it is reasonable for the Town to project benefits using unadjusted premiums, the Town does not have an OPEB liability.

20. Retirement System

The Town follows the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27,* with respect to the State of New Hampshire Retirement System (NHRS).

A. *Plan Description*

Full-time employees participate in the New Hampshire Retirement System (NHRS), a cost sharing, multiple-employer defined benefit contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school

teachers and administrators, permanent firefighters, and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group. Additional information is disclosed in the NHRS annual report publicly available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. *Benefits Provided*

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is 1/60 or 1.667% of average final compensation (AFC), multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at 1/66 or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have a nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the benefit commencement date precedes the month after which the member attains 52.5 years of age by ¼ of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances subject to meeting various eligibility requirements. Benefits are based on AFC or earned compensation and/or service.

C. *Contributions*

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for employees and

teachers 11.55% for police and 11.80% for fire. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, and range from 11.17% to 29.16% of covered compensation. The Town's contributions to NHRS for the year ended December 31, 2016 was $335,919, which was equal to its annual required contribution.

D. *Summary of Significant Accounting Policies*

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the NHRS and additions to/deductions from NHRS' fiduciary net position have been determined on the same basis as they are reported by NHRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

E. *Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

At December 31, 2016, the Town reported a liability of $4,923,838 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2015. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2016, the Town's proportion was 0.0926 percent.

For the year ended December 31, 2016, the Town recognized pension expense of $615,360. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 13,683	$ (62,176)
Changes of assumptions	605,968	-
Net difference between projected and actual investment earnings	308,061	-
Changes in proportion and differences between contributions and proportionate share of contributions	297,211	(6,695)
Contributions subsequent to the measurement date	173,390	-
Total	$ 1,398,313	$ (68,871)

Deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in 2016.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:		
2017	$	415,487
2018		242,097
2019		351,915
2020		303,233
2021		16,710
Total	$	1,329,442

F. *Actuarial Assumptions*

The total pension liability in the June 30, 2015 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5 percent per year
Salary increases	5.6 percent average, including inflation
Investment rate of return	7.25 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2000 mortality table, projected to 2020 with Scale AA. The table includes a margin of 15% for men and 17% for women for mortality improvements.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2005 – June 30, 2010.

The long-term expected rate of return on pension plan investments was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return net of investment expenses by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major class are summarized in the following table:

Asset Class	Target Allocation Percentage	Weighted Average Average Long-Term Expected Real Rate of Return
Large Cap Equities	22.50 %	4.25%
Small/Mid Cap Equities	7.50	4.50%
Total domestic equities	30.00	
Int'l Equities (unhedged)	13.00	4.75%
Emerging Int'l Equities	7.00	6.25%
Total international equities	20.00	
Core Bonds	5.00	0.64%
Short Duration	2.00	-0.25%
Global Multi-Sector Fixed Income	11.00	1.71%
Unconstrained Fixed Income	7.00	1.08%
Total fixed income	25.00	
Private equity	5.00	6.25%
Private debt	5.00	4.75%
Real estate	10.00	3.68%
Opportunistic	5.00	3.25%
Total alternative investments	25.00	
Total	100.00 %	

G. *Discount Rate*

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that the plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the pension plan's actuarial funding policy and as required by RSA 100-A:16. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. *Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.25 percent, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.25%) or 1 percentage-point higher (8.25%) than the current rate:

Fiscal Year Ended	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
June 30, 2016	$ 6,326,796	$ 4,923,838	$ 3,760,306

I. *Pension Plan Fiduciary Net Position*

Detailed information about the pension plan's fiduciary net position is available in the separately issued NHRS financial report.

21. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three years.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

SCHEDULE OF PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY

REQUIRED SUPPLEMENTARY INFORMATION

DECEMBER 31, 2016
(Unaudited)

	New Hampshire Retirement System				
Fiscal Year	Proportion of the Net Pension Liability	Proportionate Share of the Net Pension Liability	Covered Payroll	Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position Percentage of the Total Pension Liability
June 30, 2016	0.0926%	$4,923,838	$ 1,796,395	274.10%	58.30%
June 30, 2015	0.0839%	$3,325,930	$ 1,593,643	208.70%	65.47%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available

See Independent Auditors' Report.

TOWN OF LITCHFIELD, NEW HAMPSHIRE

SCHEDULE OF PENSION CONTRIBUTIONS
REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2016
(Unaudited)

	New Hampshire Retirement System				
Fiscal Year	Contractually Required Contribution	Contributions in Relation to the Contractually Required Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
June 30, 2016	$ 335,919	$ (335,919)	$ -	$ 1,796,395	18.70%
June 30, 2015	$ 347,718	$ (347,718)	$ -	$ 1,593,643	21.82%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available

See Independent Auditors' Report.

2017 TAX RATE CALCULATION

TOWN/CITY: LITCHFIELD

Gross Appropriations	6,188,446
Less: Revenues	-2,428,835
Add: Overlay (RSA 76:6)	77,809
War Service Credits	119,902

Net Town Appropriation		3,831,322
Special Adjustment		0
Approved Town/City Tax Effort	3,831,322	**TOWN RATE 4.32**

SCHOOL PORTION

Net Local School Budget: Gross Approp-Revenue			20,342,614
Regional School Apportionment			0
Less: Education Grant			-5,432,347
Education Tax (from below)		-1,906,998	
Approved School(s) Tax Effort			13,003,269 **LOCAL SCHOOL RATE 14.66**

EDUCATION TAX

Equalized Valuation (no utilities) x			**STATE SCHOOL RATE 2.25**
847,367,401		1,906,998	

COUNTY PORTION

Due to County	1,113,674	
Approved County Tax Effort	1,113,674	**COUNTY RATE 1.26**

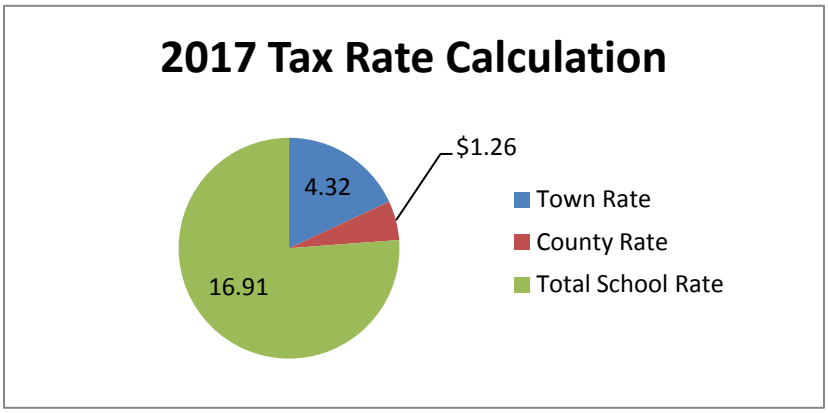
Total Property Taxes Assessed	19,855,263	**TOTAL RATE 22.49**
Less: War Service Credits	-119,902	
Add: Village District Commitment(s)	0	
Total Property Tax Commitment	**19,735,361**	

PROOF OF RATE

Local Assessed Valuation		Tax Rate	Assessment
Education Tax (no utilities)	847,367,401	2.25	1,906,998
All Other Taxes	886,792,801	20.24	17,948,265
			19,855,263

2014-2017 TAX RATE CALCULATION

2017 TAX RATE CALCULATION	
Town Rate	$4.32
County Rate	$1.26
Total School Rate	$16.91
Total Rate	**$22.49**



2016 TAX RATE CALCULATION	
Town Rate	$4.04
County Rate	$1.23
Total School Rate	$16.33
Total Rate	**$21.60**

2015 TAX RATE CALCULATION	
Town Rate	$3.86
County Rate	$1.24
Total School Rate	$15.28
Total Rate	**$20.38**

2014 TAX RATE CALCULATION	
Town Rate	$3.74
County Rate	$1.19
Total School Rate	$15.77
Total Rate	**$20.70**

2017 SUMMARY OF INVENTORY

VALUE OF LAND ONLY:			
Current Use	$	360,601.	
Residential Land		310,217,700.	
Commercial/Industrial		10,342,400.	
Total of Taxable Land			**320,920,701**
Tax Exempt and Non-Taxable Land			18,081,900
VALUE OF BUILDINGS ONLY:			
Residential	$	504,925,900	
Manufactured Housing		4,266,600	
Commercial/Industrial		22,335,500	
Total of Taxable Buildings			**530,298,000**
Tax Exempt and Non-Taxable Buildings			28,709,500
UTILITIES			39,425,400
TOTAL VALUATION BEFORE EXEMPTIONS			**891,274,101**
Improvements to Assist Persons w/ Disabilities			35,400
MODIFIED ASSESSED VALUATION OF ALL PROPERTIES			**$ 891,238,701**
Blind Exemptions:	$	45,000	
Elderly Exemptions:		4,400,900	
TOTAL EXEMPTIONS			**$4,445,900**
NET VALUATION ON WHICH THE TAX RATE IS for Municipal, County and Local			**$ 886,828,201**
Less Utilities:			39,425,400
NET VALUATION WITHOUT UTILITIES ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED			**$ 847,367,401**

2017 IMPACT FEES

Library Impact Fee Summary Sheet

Encumbered Engineering New Library

Impact Fees were used and collected 9/27/2007-8/21/2009

Impact Fees being refunded were collected 9/23/2009-12/31/2011

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		4/19/17	$246.49	Sousa Realty	Refund 6 yr
		5/25/17	$307.83	Ashwood Development	Refund 6 yr
		6/29/17	$97.43	Ashwood Development	Refund 6 yr
		9/22/17	$392.00	Trendezza	Refund 6 yr
9/23/13	**$2,500.00**	**11/13/15**	**2250.05**	Patience Jackson	Engineering
12/9/13	**$5,800.00**				Engineering
	Expenditure Total		**$3,293.80**		
Left	**$6,049.95**				

COLLECTED $7,245.55 in 2017

Municipal Impact Fee Summary Sheet

Encumbered Engineering 11/14/16

Impact Fees were used and collected 12/1/2010-10/4/2016

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		10/18/17	$3,962.08	Warrenstrret Architects	Architect/Eng Study
11/14/16	**$3,962.08**				Fire Station
	Expenditure Total		**$3,962.08**		

COLLECTED $5,072.72 in 2017

Recreation Impact Fee Summary Sheet

Encumbered Ballfields 7/25/16

Impact Fees were used and collected 2/24/2012-7/15/2016

Date	Encumbered	CK Date	Expended	Vendor	Purpose
7/25/16	**$500.00**				Sawmill Park
7/25/16	**$89,184.63**				Jeff Lane Ballfield
		2/15/17	$165.00	Hudson Grand Rental	Jeff Lane ballfields
		4/7/17	$1,784.50	Athletic Facility Solution	Jeff Lane ballfields
		5/4/17	$1,784.50	Athletic Facility Solution	Jeff Lane ballfields
		9/29/17	$2,500.00	KBD Landscaping	Jeff Lane ballfields
		10/13/17	$45,977.76	Blue Ribbon Property	Jeff Lane ballfields
		10/18/17	$1,000.00	KBD Landscaping	Jeff Lane ballfields
		10/18/17	$275.00	Hudson Grand Rental	Jeff Lane ballfields
		11/16/17	$3,000.00	KBD Landscaping	Jeff Lane ballfields
		12/14/17	$56.25	AH Harris	Jeff Lane ballfields
		12/29/17	$3,990.00	Northeast Water Wells	Jeff Lane ballfields
	Expenditure Total		**$60,533.01**		
Left	**$13,553.56**				

COLLECTED $27,224.12 in 2017

Fire Impact Fee Summary Sheet

Encumbered Engineering 8/24/15

Impact Fees were used and collected 2/17/2011-7/12/2017

Date	Encumbered	CK Date	Expended	Vendor	Purpose
8/24/15	**$26,000.00**				Eng/space study
8/31/17	**$13,000.00**				Architect/Eng Study
		10/18/17	$517.26	Warrenstreet Architects	Architect/Eng Study
		1/19/18	$30,679.30	Warrenstreet Architects	Architect/Eng Study
	Expenditure Total		**$0.00**		
Left	$0.00				

COLLECTED $19,596.68 in 2017

High School Impact Fee Summary Sheet

Impact Fees being refunded were collected 12/3/2010-12/31/2011

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		5/25/17	$2,972.66	Ashwood Develpoment	6 year refund
	Expenditure Total		**$2,972.66**		
Left	**$0.00**				

COLLECTED $52,884.63 in 2017

Road Impact Fee Summary Sheet

Encumbered Road Projects

Impact Fees were used and collected 12/23/2014-11/15/2017

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		5/11/17	$41,000.00	Continental Paving	Page Rd
		12/21/17	$4,900.00	Continental Paving	Page Rd/Albuquerque
		12/21/17	$10,668.00	Continental Paving	Page Rd/Albuquerque
3/27/17	**$41,000.00**			Continental Paving	Page Rd
8/14/17	**$4,900.00**				Page Rd/Albuquerque
12/11/17	**$10,668.00**				Page Rd/Albuquerque
	Expenditure Total		**$56,568.00**		
Left	**$0.00**				

COLLECTED $39,112.61 in 2017

Police Department Impact Fee Summary Sheet

Encumbered Space and Needs Assessment

Impact Fees were used and collected 3/7/2016-3/24/2017

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		12/7/17	$5,480.00	Kaestle Boos Assoc	Space/needs study
7/10/17	**$8,000.00**				
	Expenditure Total		**$5,480.00**		
Left	**$2,520.00**				

COLLECTED $7,196.51 in 2017

Elementary School Impact Fees

Impact Fees being refunded were collected 12/3/2010-12/31/2011

Date	Encumbered	CK Date	Expended	Vendor	Purpose
		5/25/17	$4,880.46	Ashwood Develpoment	6 year refund
	Expenditure Total		**$4,880.46**		

COLLECTED $10,428.98 in 2017

SCHEDULE OF TOWN PROPERTY

Map - Lot	Location	Acres	Land	Building	Total
01-42	1 Lori Lane	0	0	15,000	15,000
01-60	17 Bradford	0	0	65,900	65,900
01 - 78	24 Amsterdam Circle	1.10	40,800	0	40,800
01 - 79	26 Amsterdam Circle	1.01	40,400	0	40,400
01 - 80	25 Amsterdam Circle	1.10	40,800	0	40,800
01 - 92	22 Amsterdam Circle	1.35	41,600	0	41,600
02 - 106	7 Rotterdam Drive	1.00	117,200	0	117,200
02 - 107	9 Rotterdam Drive	1.10	117,600	0	117,600
02 - 110	10 Rotterdam Drive	1.10	117,600	0	117,600
02 - 111	8 Rotterdam Drive	1.10	117,600	0	117,600
02 - 115	15 Amsterdam Circle	1.10	123,800	0	123,800
02 - 128	27 Cutler Road	4.11	116,900	0	116,900
02 - 132	18 Amsterdam Circle	1.35	41,600	0	41,600
02 - 133	46 Cutler Road	7.06	126,700	0	126,700
02 - 43	286 Derry Road	0.28	500	0	500
02 - 83	31 Cutler Road	0.99	10,600	0	10,600
02 - 87	51 Cutler Road	4.20	181,300	0	181,300
02- 120	14 Amsterdam Circle	2.43	128,400	0	128,400
04 - 32	111 Page Road	21.60	152,300	0	152,300
05 - 133	12 Cranberry Lane	1.50	92,900	0	92,900
05 - 136	8 Cranberry Lane	1.01	117,200	0	117,200
05 - 142	57 Page Road	1.00	61,700	0	61,700
05 - 144	60 Page Road	0.16	7,200	0	7,200
05 - 147	Albuquerque Ave	0.96	94,900	0	94,900
05 - 150	9 Albuquerque Ave	12.25	133,600	0	133,600
05 - 237	BL3 Page Road	8.00	13,300	0	13,300
05 -196	75 Page Road	8.00	268,600	0	268,600
05 -274	OFF Albuquerque Ave	21.60	156,200		156,200
07 - 119	2 Grouse Lane	1.41	126,300	34,200	160,500
07 - 121	4 Wood Hawk Way	12.12	367,500	220,800	588,300
07 - 124	BL 19 Birch St.	17.00	13,400	0	13,400
07 - 62	81 Talent Road	4.10	122,500	0	122,500
07 - 64	83 Talent Road	6.77	160,700	0	160,700
07 - 06	21 Birch St.	6.00	102,100	0	102,100
07 - 07	22 Birch St.	4.00	14,200		14,200
07 - 59	25 Campbell Drive	17.10	25,000		25,000
07 - 125	BL17 Birch	26.50	40,500		40,500
07 - 126	BL15 Birch	14.00	33,500		33,500
08 - 02	17 Foxwood lane	25.73	130,300	0	130,300
08 - 129	4 Grouse Lane	1.78	128,900	24,700	153,600
08 - 130	6 Grouse Lane	1.57	177,400	0	177,400
08 - 95	26 Wood Hawk Way	1.34	118,300	0	118,300
09 - 18	210 Charles Bancroft Hwy	2.09	86,800	0	86,800

Map - Lot	Location	Acres	Land	Building	Total
09 - 21	211 Charles Bancroft Hwy	12.23	219,900	0	219,900
09 - 30	17 Pinecrest Raod	5.20	129,800	0	129,800
09 - 32	19.5 Pinecrest Road	1.10	106,900	0	106,900
09 - 42	13.5 Brick Yard Drive	4.70	123,300	1,900	125,200
09 - 74	11 McElwain Drive	0.91	11,400	0	11,400
10 - 60	23.5 Nesenkeag Drive	3.11	111,900	0	111,900
11 - 10	BL129 Wren Street	5.47	18,200	0	18,200
11 - 15	BL149 Pinecrest Road	16.00	37,900	0	37,900
12 - 12	250 Charles Bancroft Hwy	8.80	223,700	0	223,700
12 - 14	255/7 Charles Bancroft Hwy	2.10	151,400	566,700	718,100
12 - 18	264 Charles Bancroft Hwy	1.80	119,800	0	119,800
12 - 19	268 Charles Bancroft Hwy	0.40	8,400	0	8,400
12 - 22	269 Charles Bancroft Hwy	1.70	157,400	318,400	475,800
12 - 22A	269A Charles Bancroft Hwy	0.26	7,200	0	7,200
12 - 23	275 Charles Bancroft Hwy	15.70	217,100	0	217,100
12 - 25	B273 Albuquerque Ave	51.10	299,300	0	299,300
12 - 33	258 Charles Bancroft Hwy	0.84	19,200	0	19,200
13 - 10	9A Nathan Drive	3.00	123,200	0	123,200
13 - 51	BL13 Muscovy Drive	4.20	13,200	0	13,200
13 - 54	BL12 Muscovy Drive	3.86	6,400	0	6,400
13 - 6	9B Nathan Drive	3.67	6,100	0	6,100
13 - 60	Albuquerque Ave	8.70	118,700	0	118,700
13 - 70	4 Greenwich Road	21.12	134,600	0	134,600
13 - 86	1 Carlisle Drive	0.32	8,300	0	8,300
14 - 21	143 Pinecrest Road	5.65	203,300	0	203,300
14 - 36	27 Locke Mill Drive	43.07	214,700	0	214,700
14 - 48	5 Hillcrest Road	6.80	93,700	0	93,700
14 - 49	9 Rookery Way	19.00	125,800	0	125,800
14 - 66	Hillcrest Road	32.50	214,900	0	214,900
14 - 67	24 Hillcrest Road	25.39	33,000	0	33,000
14 -125	BL11 Evergreen Circle	18.50	113,800	0	113,800
14 -138	49 Tanager Way	0.93	135,900	0	135,900
15 - 10	321 Charles Bancroft Hwy	0.97	111,300	0	111,300
15 - 22	296 Charles Bancroft Hwy	13.62	462,200	0	462,200
15 - 28	151 Hillcrest Road	35.35	343,000	171,700	640,100
15 - 31	152 Hillcrest Road	2.80	121,400	0	121,400
16 - 09	BL119 Hillcrest Road	19.56	57,900	0	57,900
16 - 42	2 Liberty Way	20.50	805,400	648,900	1,454,300
17 - 02	BL41 Heron Drive	21.00	189,800	0	189,800
17 - 04	BL98 Hillcrest Road	23.46	68,700	0	68,700
17 - 05	BL55 Aldrich Street	55.50	229,300	0	229,300
17 - 10	27 Colonial Drive	52.90	152,800	0	152,800
17 - 38	BL138 Tanager Way	1.34	4,400	0	4,400
18 - 134	17 Sybil Lane	1.32	13,400	0	13,400
18 - 136	15 Sybil Lane	1.06	12,500	0	12,500
18 - 137	13 Sybil Lane	1.09	12,600	0	12,600

Map - Lot	Location	Acres	Land	Building	Total
18 - 150	25 Garden Drive	0.29	8,300	0	8,300
18 - 79	2 Pearson Street	2.76	125,800	33,600	159,400
19 - 101	BL123 Aldrich Street	15.00	140,400	0	140,400
19 - 132	16 Nesmith Court	4.70	14,900	0	14,900
19 - 142	17 Garden Drive	2.77	12,900	0	12,900
19 - 244	58 Brenton Street	34.77	200,300	0	200,300
19 - 245	85 Brenton Street	17.47	118,200	0	118,200
19 - 77	56 Century Lane	1.92	12,000	0	12,000
19 -102	55 Brenton Street	9.31	19,200	0	19,200
20 - 117	9 Sybil Lane	1.04	12,400	0	12,400
20 - 44	13 Jeff Lane	1.09	123,700	8,900	132,600
20 - 45	15 Jeff Lane	1.09	123,700	7,100	126,900
20 - 46	17 Jeff Lane	1.09	119,900	8,800	128,700
20 -119	11 Sybil Lane	1.07	12,500	0	12,500
21 - 59	16 Jeff Lane	1.11	123,800	0	123,800
22 - 10	BL520 CBH	13.45	165,600	0	165,600
22 - 13	528 Charles Bancroft Hwy	19.50	171,400	0	171,400
22 - 23	12 Brook Road	5.30	155,800	18,800	174,600
22 - 98	OFF CBH	0.70	10,400		10,400
Total			**11,807,340**	**2,145,400**	**14,139,900**

DETAIL EXPENSE REPORT 2017

EXECUTIVE

Appropriation			**112,130.00**
Expended:			
	Town Administrator	92,414.80	
	Selectmen's Salaries	6,000.00	
	Health Insurance	11,131.38	
	Dental Insurance	516.84	
	Selectmen's Allowance	1,074.36	
	Clerical Support	3,710.03	
	Dues & Subscriptions	80.00	
	Books & Periodicals	0.00	
	Mileage & Tolls	282.13	
	BOS Training	90.00	
	Background Checks	100.00	
	Total	**115,399.54**	
Surplus/(Deficit)			**(3,269.54)**

TOWN MEETING

Appropriation			**7,340.00**
Expended:			
	Ballot Clerks	1,418.20	
	Moderator	1,697.12	
	Clerical Support	0.00	
	Seminars/workshops	0.00	
	Annual Town Report	541.12	
	Election Provisions	437.80	
	Optech Programming Support	833.00	
	Equip. Maint. Contract	450.00	
	New Equipment	3,606.53	
	Ballots	1,970.20	
	Total	**10,953.97**	
Surplus/(Deficit)			**(3,613.97)**

TOWN CLERK

Appropriation			**108,569.00**
Expended:			
	Deputy Town Clerk	24,984.76	
	Clerk Wages	13,859.41	
	Town Clerk Salary	35,401.20	
	Overtime Deputy	94.12	
	Health Insurance	19,372.44	
	Dental Insurance	1,128.48	
	Software Support	5,179.75	
	Dues & Subscriptions	95.00	
	Dog Tag & License Form	395.00	

	Printer Cartridges	803.99	
	Postage	5,042.56	
	Mileage & Tolls	58.66	
	Seminars & Conventions	565.00	
	Total	**106,980.37**	
Surplus/(Deficit)			**1,588.63**

ACCOUNTING & AUDITING

Appropriation			**239,526.00**
Expended:			
	Sec/Bookkeeping Staff	140,892.68	
	Stipend-Treasurer & Deputy	8,750.01	
	Stipend-Trustees of TF	175.92	
	Overtime Sec/Bookkeeping	1,711.24	
	Health Insurance	38,117.41	
	Dental Insurance	2,428.60	
	Software Support	4,286.25	
	Recording Fees	0.00	
	Printing	698.01	
	Dues & Subscriptions	125.00	
	Office Supplies	2,100.50	
	Postage	1,656.41	
	Mileage & Tolls	2,450.34	
	Seminars	424.00	
	Auditing Services	19,750.00	
	Total	**223,566.37**	
Surplus/(Deficit)			**15,959.63**

INFORMATION TECHNOLOGY

Appropriation			**90,455.00**
Expended:	Telephone & Data	33,233.17	
	Software Support	21,587.13	
	Equipment & Maintenance	28,067.24	
	Equipment Purchase	524.97	
	Equipment Lease	1,268.79	
		84,681.30	
Surplus/(Deficit)			**5,763.70**

TAX COLLECTOR

Appropriation			**103,693.00**
Expended:			
	Deputy Tax Collector	24,525.19	
	Clerk Wages	13,726.45	
	Tax Collector Salary	35,401.20	
	Overtime	94.29	
	Health Insurance	19,372.56	
	Dental Insurance	1,128.60	
	Property Title Research	483.33	
	Recording Fees	196.19	
	Software Support	3,416.00	
	Dues & Subscriptions	20.00	
	Postage	4,932.63	
	Mileage & Tolls	158.49	
	Seminars & Convention	565.00	
	Total	**104,019.93**	
Surplus/(Deficit)			**(326.93)**

REVALUATION OF PROPERTY

Appropriation			**50,606.00**
Expended:			
	Assessing Services	57,469.30	
	Assessing Software	3,277.00	
	Total	**60,746.30**	
Surplus/(Deficit)			**(10,140.30)**

LEGAL EXPENSE

Appropriation			**15,400.00**
Expended			
	Town Atty. Legal Svs.	44,853.03	
Surplus/(Deficit)			**(29,453.03)**

PERSONNEL ADMINISTRATION

Appropriation			**585,358.00**
Expended:			
	Short Term Disability	10,341.57	
	Social Security Taxes	72,702.75	
	Medicare Taxes	32,951.57	
	Employee Retirement	77,500.40	
	Firefighter Retirement	46,837.84	
	Police Retirement	256,730.84	
	Unemployment	(3.75)	

	Workers Compensation	69,150.05	
	Total	**565,851.27**	
Surplus/(Deficit)			**19,506.73**

PLANNING BOARD

Appropriation			**39,618.00**
Expended:			
	Admin. Assistant	17,461.91	
	Health Insurance	0.00	
	Dental Insurance	0.00	
	Public Notices & Ads	588.00	
	NRPC Planner	16,658.92	
	Postage	0.00	
	Books & Periodicals	32.95	
	Mileage & Tolls	84.12	
	Seminars	200.00	
	Total	35,025.90	
Surplus/(Deficit)			**4,592.10**

ZONING BOARD OF ADJUSTMENT

Appropriation			**596.00**
Expended:			
	Public Notices & Ads	447.14	
	Books & Periodicals	0.00	
	Seminars	0.00	
	Total	**447.14**	
Surplus/(Deficit)			**148.86**

GENERAL GOVERNMENT BUILDINGS

FACILITIES			
Appropriation			**84,030.00**
Expended:			
	Custodian	9,221.94	
	County Prison Comm.	600.00	
	Electricity	14,036.58	
	Propane Gas	5,747.08	
	Water Charges	2,040.64	
	Meeting House Electricity	453.29	
	Building Maint. & Repairs	5,069.33	
	Eqt. Repair & Maint.	5,595.53	
	Gasoline	32,860.89	
	Generator Fuel	196.68	
	Custodial Maint Supplies	1,619.54	
	Furniture/Fixture Purch.	0.00	

	Total	77,441.50	
Surplus/(Deficit)			6,588.50
	CEMETERIES		
Appropriation			**7,483.00**
Expended:			
	Grounds keeping	5,445.00	
	Pinecrest Water	173.36	
	Hillcrest Bldg/Monument Repair	0.00	
	Total	5,613.36	
Surplus/(Deficit)			**1,864.64**
	INSURANCE		
Appropriation			**63,650.00**
Expended:			
	General Liability	61,560.00	
	Insurance Deductibles	0.00	
	Total	**61,560.00**	
Surplus/(Deficit)			**2,090.00**
	ADVERTISING & REGIONAL ASSNS		
Appropriation			**14,974.00**
Expended:			
	Printing	1,420.65	
	Public Notice & Ads	1,307.18	
	Dues & Subscriptions	13,659.00	
		16,386.83	
Surplus/(Deficit)			**(1,412.83)**
	POLICE DEPARTMENT		
Administration			
Appropriation			**1,608,004.00**
	PD Salary-Administration	189,065.53	
	PD Wages-Officers	519,668.73	
	Wages-Admin Asst.	40,877.11	
	Part-Time Officers	89,396.57	
	Overtime-Officers	150,556.11	
	Overtime Captain	16,921.57	
	PD Wages-Court OT	2,472.39	
	Overtime Training	21,761.54	
	Uniform Allowance	4,762.50	
	Community Detail	4,400.20	
	Health Insurance	217,401.82	
	Dental Insurance	13,000.62	
	Long-term Disability	1,960.74	

	Life Insurance	774.00	
	Uniforms & Accessories	18,778.78	
	Emergency Response Team	5,000.00	
	Shredding Service	330.00	
	Telephone	2,742.00	
	Prosecutor Contracted	60,000.20	
	Dues & Subscriptions	770.00	
	Software Support	15,232.75	
	Child Advoc. Center	2,000.00	
	Pre-Employment Screening	3,073.75	
	Community Relations	912.21	
	Office Supplies	2,809.96	
	Books & Periodicals	1,499.21	
	Equipment Purchase	16,252.55	
	Cruiser Purchase	84,390.76	
	Ammunition/Supplies	9,731.63	
	General Supplies	1,221.09	
	Equipment Maint. & Repair	2,107.26	
	Printing	534.95	
	Vehicle Repair & Maintenance	11,594.38	
	Seminars & Conventions	20,027.67	
	Total	**1,532,028.58**	
Surplus/(Deficit)			**75,975.42**
SUPPORT SERVICES			
Appropriation			**150,788.00**
Expended:			
	Sec/Dispatch wages	92,991.74	
	Dispatch Coverage	0.00	
	Sec/Disp Overtime	8,845.50	
	Uniform Allowance	950.00	
	Health Insurance	19,517.99	
	Dental Insurance	1,713.93	
	Uniforms & Accessories	500.00	
	Dispatch Serv. Contract	27,384.00	
	Total	**151,903.16**	
Surplus/(Deficit)			(1,115.16)

AMBULANCE

Appropriation			**67,500.00**
Expended:			
	Ambulance Service Charges	53,030.15	
	Bad Debt	10,000.00	
	Total	**63,030.15**	
Surplus/(Deficit)			**4,469.85**

FIRE DEPARTMENT

ADMINISTRATION

Appropriation			**567,526.00**
Expended:			
	Wages-Fire Chief	42,266.48	
	Wages-FT Firefighter/EMT	126,983.22	
	Wages-Call Firefighter	81,320.77	
	Wages-Training	48,954.57	
	Fire Inspector	4,821.18	
	Overtime-Firefighter/EMT	13,538.57	
	Overtime-Training-FF	8,819.58	
	Dispatch Service Contract	7,620.00	
	Instructor Services	6,225.48	
	Electricity	5,524.90	
	Heat	2,585.28	
	Station Repairs & Maint.	2,900.32	
	General Supplies	930.95	
	Community Relations Supplies	0.00	
	Equip. Repair & Maint	52,849.85	
	Vehicle Fuel	5,435.63	
	Custodial Maintenance	725.55	
	Vehicle Repairs & Maint	25,244.71	
	Medical Supplies	3,705.64	
	Provisions	461.72	
	Equipment Leases	883.02	
	FD Seminars & Conventions	9,237.14	
	Short Term Disability	3,676.00	
	Computer Software Cont.	1,605.00	
	Dental Insurance	2,914.32	
	FD Health	51,472.30	
	FD Uniforms Allowance	400.00	
	FD Uniforms & Accessories	5,143.73	
	Pre-employment Phy/Tests	6,835.00	
	Dues & Subscriptions	943.00	

	Office Supplies	397.92	
	Postage	0.00	
	FD Books & Periodicals	0.00	
	Protective Gear	16,577.91	
	Equip. Purchases	28,256.63	
	Total	**573,256.37**	
Surplus/(Deficit)			**(5,630.37)**
	FIRE HYDRANTS		
Appropriation			**296,128.00**
Expended:			
	FD Hydrants	320,179.38	
Surplus/(Deficit)			**(24,051.38)**
	CODE ENFORCEMENT		
Appropriation			**81,223.00**
Expended:			
	Code Enforce. Salary	69,167.07	
	Temp. Inspect. Wages	791.70	
	Dental Insurance	473.77	
	Health Insurance	8,245.85	
	Printing	81.50	
	Dues Licenses & Subscript	630.00	
	Books & Periodicals	0.00	
	Vehicle Repair/Maint	867.96	
	Seminars & Conventions	190.00	
	Totals	**80,447.85**	
Surplus/(Deficit)			**775.15**
	EMERGENCY MANAGEMENT		
Appropriation			**14,272.00**
Expended:			
	Emergency Management Director	1,500.00	
	Software Support	4,672.00	
	Hazmat District Assess	7,604.78	
	Equipment Purchases	870.15	
	Total	**14,646.93**	
Surplus/(Deficit)			**(374.93)**
	HIGHWAY AND STREETS		
Road Agent's Office			
Appropriation			**44,658.00**
Expended:			

	Road Agent Salary	913.48	
	Consulting Engineer Serv.	11,568.43	
	Electricity	2,879.44	
	Propane Heat	3,571.76	
	Dues & Subscriptions	75.00	
	Bldg Maint/Repair	3,440.52	
	Total	**22,448.63**	
Surplus/(Deficit)			**22,209.37**
ROAD MAINTENANCE			
Appropriation			**634,433.00**
Expended:			
	Workmen Wages	99,120.61	
	Workmen Overtime	11,413.28	
	Contractor Services	106,945.00	
	Catch Basin Clean Outs	10,740.81	
	Catch Basin Replacement	14,488.21	
	Pavement Striping/Markings	0.00	
	Tree Removal	800.00	
	Road Sweeping	6,750.00	
	Culvert Replacement	0.00	
	Road Maint/Improvement	13,323.61	
	General Supplies	4,066.97	
	Vehicle Fuel	7,474.70	
	Vehicle Repair/Maint.	30,106.99	
	Safety equip. purchase	50.00	
	Gravel Purchase	5,402.57	
	Sand	7,301.64	
	Salt	96,145.07	
	Asphalt/Cold Patch Purchase	2,419.72	
	Signs, Posts & Accessories	433.38	
	HW Block Grant Road Improvements	201,000.00	
	Equipment Purchase	2,801.00	
	Vehicle Lease	9,370.01	
	Equipment Rental	302.50	
	Total	630,456.07	
Surplus/(Deficit)			**3,976.93**
	STREET LIGHTING		
Appropriation			**12,850.00**
Expended:			
	Street Lights-Utility Fees	12,086.94	
Surplus/(Deficit)			**763.06**

SANITATION

ADMINISTRATION

Appropriation			**381,435.00**
Expended:			
	Facility Manager	62,350.60	
	Wages-Staff	74,405.30	
	Overtime	3,719.26	
	Health Insurance	22,257.72	
	Dental Insurance	1,457.16	
	Dues/Northeast Resource	7,107.97	
	Electricity	6,055.47	
	Propane	99.36	
	Building Repair & Maint	2,821.11	
	General Supplies	1,077.70	
	Equip. Repair & Maint	5,933.14	
	Diesel Fuel	1,676.94	
	Uniforms & Accessories	1,431.21	
	Demolition Material Disposal	83,734.32	
	Solid Waste Disposal	95,875.68	
	Recyclables Direct Disposal	597.87	
	Equipment Lease	6,978.16	
	SW Mileage & Tolls	178.41	
	Seminars/Workshops	0.00	
	Total	377,757.38	
Surplus/(Deficit)			**3,677.62**

HEALTH DEPARTMENT

Appropriation			**1,755.00**
Expended:			
	Health Officer Salary	1,500.00	
	Water Analysis	180.00	
	Dues & Subscriptions	35.00	
	Seminars & Conventions	0.00	
	Total	1,715.00	
Surplus/(Deficit)			**40.00**

MOSQUITO DISTRICT

Appropriation			**31,150.00**
Expended:			
	Contracted Services	30,850.00	
	General Supplies	0.00	
		30,850.00	
Surplus/(Deficit)			**300.00**

ANIMAL CONTROL

Appropriation			**15,556.00**
Expended:			
	Animal Control Officer	10,740.60	
	Mileage Allowance	2,400.00	
	General Supplies	683.40	
	Electricity	561.44	
	Dues & Licenses	0.00	
	Building Repairs/Maintenance	405.00	
	Equipment Purchases	0.00	
	Total	**14,790.44**	
Surplus/(Deficit)			**756.56**

HEALTH AGENCIES

Appropriation			**0.00**
Expended:			
	Child Advocacy Center	0.00	
Surplus/(Deficit)			**0.00**

WELFARE

VENDOR PAYMENTS			
Appropriation			**10,000.00**
Expended:			
	Prescriptions/Medical	0.00	
	Electricity	208.34	
	Heating Oil/Gas	0.00	
	Groceries, household items	0.00	
	Housing (rent)	1,375.15	
	Funeral	0.00	
	Water	0.00	
	Total	1,583.49	
Surplus/(Deficit)			**8,416.51**

PARKS AND RECREATION

ADMINISTRATION & PROGRAMS			
Appropriation			**84,375.00**
Expended:			
	Wages-Custodian	3,728.90	
	General Supplies	0.00	
	Electricity	4,536.16	
	Chem Toilet Rental	2,605.02	
	Equipment Repair/Maint	201.46	

	Field Improvement/Cap	0.00	
	Field Maintenance	49,956.00	
	Equipment Purchases	0.00	
	Furniture/Fixture Purchase	0.00	
	Public Notices & Ads	221.87	
	Water	713.40	
	Building Repair & Maint.	3,152.65	
	Propane-Talent Hall	3,427.97	
	Trash Container Services	3,415.51	
	Program Expenses	281.50	
	Total	72,240.44	
Surplus/(Deficit)			**12,134.56**

LIBRARY

Appropriation			**226,924.00**
Expended:			
	Library Appropriation	226,924.00	
	Total	226,924.00	
Surplus/(Deficit)			**0.00**

PATRIOTIC PURPOSES

Appropriation			**1,250.00**
Expended:			
	Mem Day Gen Supplies	1,940.39	
	Total	1,940.39	
Surplus/(Deficit)			**(690.39)**

CONSERVATION

Appropriation			**2,860.00**
Expended:			
	Property Management	351.55	
	Dues & Subscriptions	438.00	
	Publications	36.00	
	General Supplies	33.79	
	Mileage & Tolls	53.50	
	Seminars & Meetings	185.00	
	Youth Fishing Derby	673.36	
	Total	1,771.20	
Surplus/(Deficit)			**1,088.80**

DEBT SERVICE

Appropriation			**1.00**
Expended:		**0.00**	
Surplus/(Deficit)			**1.00**

WARRANT ARTICLES

Appropriation			**444,715.00**
Expended:			
* offset overspent payroll expense lines as	*2017 Article 6 FT Police Officer	0.00	
	2017 Article 8 Library Wage	10,186.00	
	2017 Article 7 Road Improvement	200,000.00	
	2017 Article 9 Library Accrual	5,000.00	
	2017 Article 10 Town Accrual TF	60,000.00	
	2017 Article 11 HS Health Agency	2,400.00	
	2017 Article 12 Fire Expdbl TF	50,000.00	
	2017 Article 13 Engineer Fire Station	66,000.00	
		393,586.00	
Surplus/(Deficit)			**39,054.00**

COMPARATIVE STATEMENT-REVENUE
Year Ending December 31, 2017

SOURCE	2017 MS-4	2017 Actual	2018 Anticipated
TAXES			
Land Use Change Tax (20%)	6,000.00	10,500.00	6,000.00
Timber Taxes	3,000.00	3,630.17	3,000.00
Payment in Lieu of Taxes	28,000.00	29,190.00	28,000.00
Excavation Taxes	3,000.00	2,801.54	3,000.00
Penalties & Interest on Taxes	32,574.00	35,445.52	32,574.00
TOTAL	**72,574.00**	**81,567.23**	**72,574.00**
BUSINESS LICENSES & PERMITS			
Hawkers & Peddlers	100.00	0.00	100.00
Junk Yard Permits	25.00	25.00	25.00
Home Occupation Permits	525.00	300.00	525.00
UCC Filings	800.00	1,320.00	800.00
Misc. Town Clerk	0.00	12.00	0.00
TOTAL	**1,450.00**	**1,657.00**	**1,450.00**
MOTOR VEHICLE PERMIT			
Municipal Agent	31,500.00	32,484.00	31,500.00
Motor Vehicle Registration	1,590,000.00	1,755,287.58	1,615,000.00
Motor Vehicle Title	3,500.00	4,066.00	3,500.00
TOTAL	**1,625,000.00**	**1,791,837.58**	**1,650,000.00**
BUILDING PERMITS			
Building Permits	25,000.00	32,077.90	25,000.00
Demolition Permit	0.00	50.00	0.00
Electrical Permits	3,000.00	2,130.00	3,000.00
Mechanical Permits	2,500.00	3,200.00	2,500.00
Plumbing Permits	200.00	1,005.00	200.00
Well Permits	40.00	60.00	40.00
Septic System Permits	500.00	1,125.00	500.00
Swimming Pool Permits	300.00	465.00	300.00
Burner Permits	50.00	90.00	50.00
TOTAL	**31,590.00**	**40,202.90**	**31,590.00**
OTHER LICENSE PERMITS & FEES			
Dog License Fees	6,700.00	7,275.50	6,700.00
Dog Fines & Penalties	2,000.00	809.00	2,000.00
Marriage Licenses	200.00	196.00	200.00
Certified Copies	1,100.00	1,473.00	1,100.00
Hunting & Fishing Licenses	300.00	419.00	300.00
Dredge & Fill	0.00	30.00	0.00
Pole Permits	0.00	0.00	0.00

COMPARATIVE STATEMENT-REVENUE

(continued)

SOURCE	2017 MS-4	2017 Actual	2018 Anticipated
OTHER LICENSE PERMITS & FEES			
Boat Registrations	18,500.00	19,740.17	18,500.00
Pistol Permit Fees	1,600.00	1,140.00	1,600.00
Sex Offender Registration Fees	0.00	50.00	0.00
TOTAL	**30,400.00**	**31,132.67**	**30,400.00**
FEDERAL GOVERNMENT			
Fish & Wildlife	444.00	444.00	444.00
	444.00	**444.00**	**444.00**
STATE OF NEW HAMPSHIRE			
Meals & Room	433,770.00	433,770.40	433,770.00
Highway Block Grant	202,020.00	202,016.98	202,020.00
Forest Land Reimbursement	178.00	178.02	178.00
TOTAL	**635,968.00**	**635,965.40**	**635,968.00**
CHARGES FOR SERVICES			
Tax Map Update Fees	325.00	0.00	325.00
Planning Subdivision Applications	500.00	250.00	500.00
Sign Permit Application	0.00	350.00	0.00
Site Plan Reviews	275.00	2,575.00	275.00
Planning Board Abutter Notices	100.00	240.21	100.00
Planning Advertising Fees	200.00	400.00	200.00
ZBA Variance Applications	100.00	500.00	100.00
TC Postage Reimbursement	8,500.00	8,956.00	8,500.00
TC Return Check Charges	350.00	585.00	350.00
TC Copier Charge	0.00	88.00	0.00
Duplicate Dog Tag	4.00	2.00	4.00
Duplicate Tax Bills	0.00	0.00	0.00
Landlord Fee	5.00	0.00	5.00
FD Copies Fire Report	0.00	20.00	0.00
Police Reports	800.00	870.00	800.00
Police App/Testing Charges	0.00	1,120.00	0.00
Witness & Jury Fees	1,000.00	662.82	1,000.00
Town Office Copier Charges	0.00	19.28	0.00
PB Staff/Secretarial Reimbursement	0.00	550.00	0.00
Welfare Assistance Reimbursement	700.00	240.00	700.00
Voter Checklist Sales	349.00	399.00	349.00
SW Other Materials	0.00	0.00	0.00
TOTAL	**13,208.00**	**17,827.31**	**13,208.00**

COMPARATIVE STATEMENT-REVENUE

(continued)

	2017 MS-4	2017 Actual	2018 Anticipated
MISCELLANEOUS			
Seymour Restitution	400.00	811.94	400.00
Meeting House Lease	1.00	1.00	1.00
Meeting House Electricity	450.00	453.59	450.00
Rent/Leases Munic Property	1,500.00	1,500.00	1,500.00
Fire Detail Admin Fees	250.00	536.38	250.00
Police Detail Admin Fees	3,000.00	3,797.89	3,000.00
School Fuel Reimbursement	0.00	0.00	0.00
Misc. Timber Cutting	0.00	11,927.61	0.00
Miscellaneous	500.00	1,507.32	500.00
TOTAL	**6,101.00**	**20,535.73**	**6,101.00**
TRANSFERS FROM SPECIAL FUNDS			
Special Revenue Funds	0.00	0.00	0.00
Detail Vehicle Reimbursement	0.00	671.34	0.00
Detail Worker Comp	2,000.00	1,514.84	2,000.00
Detail Unemployment	500.00	373.66	500.00
	2,500.00	**3,559.84**	**2,500.00**
SALE OF MUNICIPAL PROPERTY			
Sale of Town Property	3,000.00	3,325.00	3,000.00
Sale of Cemetery Lots	0.00	1,300.00	0.00
INTEREST			
Interest on Investments	6,000.00	15,061.49	6,000.00
Bank Credits	0.00	0.00	0.00
TOTAL	**6,000.00**	**15,061.49**	**6,000.00**
FINES & FORFEITS			
Restitution Property Damage	600.00	872.78	600.00
PD Fines	0.00	0.00	0.00
PD Parking Tickets	0.00	50.00	0.00
TOTAL	**600.00**	**922.78**	**600.00**
INSURANCE DIVIDENDS & REIMBU			
Property/Liability Ins Refunds	0.00	0.00	0.00
TOTAL OF ALL SOURCES	**2,428,835.00**	**2,644,338.93**	**2,453,835.00**

COMPARATIVE STATEMENT			
2017 OPERATING BUDGET			
	2017	**2017**	**2018**
Account	**Appropriation**	**Actual**	**Requested**
Board of Selectmen/Executive	112,130.00	115,399.54	118,180.00
Town Meeting	7,340.00	10,953.97	15,975.00
Town Clerk	108,569.00	106,980.37	113,657.00
Accounting	239,526.00	222,937.57	248,359.00
Information Technology	90,445.00	84,681.30	106,083.00
Tax Collection	103,693.00	104,019.93	111,759.00
Assessing	50,606.00	60,746.30	50,702.00
Legal	15,000.00	44,853.00	65,000.00
Personnel Administration	585,358.00	565,851.27	633,871.00
Planning	39,618.00	32,279.33	43,943.00
Zoning	596.00	447.14	596.00
General Government Facilities	84,030.00	77,441.50	93,674.00
Cemeteries	7,483.00	5,618.36	7,483.00
Insurance	63,650.00	61,560.00	60,536.00
Advertising & Regional Assns	14,974.00	16,386.83	15,520.00
Police Administration	1,608,004.00	1,531,773.58	1,615,315.00
Police Support Services	150,788.00	151,903.00	158,773.00
Ambulance	67,500.00	63,030.15	62,500.00
Fire Administration	567,626.00	573,256.37	626,230.00
Fire Hydrants	296,128.00	320,179.38	449,123.00
Code Enforcement	81,223.00	80,447.85	83,179.00
Emergency Management	14,272.00	14,646.93	14,522.00
Road Agent	44,658.00	22,448.63	35,850.00
Road Maintenance	634,433.00	630,456.07	664,389.00
Street Lighting	12,850.00	11,984.92	13,250.00
Sanitation - Administration	381,435.00	375,638.43	393,785.00
Health Department	1,755.00	1,715.00	1,755.00
Mosquito District	31,150.00	30,850.00	31,150.00
Animal Control	15,556.00	14,790.44	19,415.00
Health Agencies	0.00	0.00	2,320.00
Welfare	10,000.00	1,583.49	10,000.00
Parks & Rec Administration	84,375.00	72,240.44	96,102.00
Library	226,924.00	226,924.00	247,917.00
Patriotic Purposes	1,250.00	1,940.39	1,250.00
Conservation	2,860.00	1,771.20	2,860.00
Debt Service	1.00	0.00	1.00
Sub-Total	**5,755,806.00**	**5,637,736.68**	**6,215,024.00**

TREASURER'S REPORT

General Fund Account	**$7,995,504.55**
Certificate of Deposit	**$2,002,537.40**

ESCROW ACCOUNTS

Charbonneau Page Road	$7,218.11
Continental Paving Quarry	$5,219.64
Continental Paving Inc.	$2,097.73
Continental Mini Storage	$3,909.16
VAB Properties	$874.33
Maurice B. Morin	$2,785.69
Maurice B. Morin	$28,510.45
Mark McNulla	$2,502.83
Mels Funway Park	$81.56
Parkland Estates	$225.23
Pinecreek Ashwood	$2,569.69
Sousa - Pinewood	$9,711.99
Sousa Road Bond	$30,141.13
Sousa Trench	$6,600.42
Sousa Hamel Extension	$46,174.16
Theroux Properties	$4,146.27
Lot 88	$7,858.66
L & J Vigeant	$3,860.60

IMPACT FEES

Campbell High School	$155,914.69
Elementary Schools	$234,436.81
Fire	$48,478.88
Library	$27,470.66
LMS	$32,651.95
Municipal	$5,641.11
Police	$9,462.92
Recreation	$45,422.09
Road	$24,478.30

SUB ACCOUNTS

Ambulance Revolving	$25,220.366
Cable Equipment	$0.00
Cable Revolving	$107,946.28
Conservation Education	$4,097.73
Conservation Fund	$361,743.36
Fire Special Detail	$23,509.13
Federal State & Highway	$173.92
Footbridge Fund	$17,389.55
Off Site Improvements	$12.64
Industrial Development	$4,168.57
Police Forfeiture	$0.42
Recreation Commission Revolving	$31,772.53
DARE	$4,599.65
Police Special Detail	$33,939.22
SB Recreation Fund	$8,565.99
Solid Waste	$21,961.60
Stimulus Bike Path	$61,603.21
275th Anniversary	$1,960.84
Town Hall Timber	$1,151.79
Unanticipated Revenue	$1.08
NH State Grants	$9.77

AARON CUTLER MEMORIAL LIBRARY 2017 ANNUAL REPORT

Submitted by Vicki Varick, Library Director and Gail Musco, Treasurer

Commitment to Service

Cutler Memorial Library may be short on square footage, but it's also big on services. The Library Board of Trustees and Library Staff are committed to offering the community educational and cultural resources, programs and services in order to provide the opportunity for personal growth and development, support for Litchfield students, and enriching cultural experiences.

To this end, the library provided patrons of all ages with:

- the opportunity to study a variety of subjects for personal edification;
- pleasure reading to promote lifelong learning;
- many avenues, both in-house and online, to gather the supplemental information needed to complete assignments; and
- a variety of programs and events to engage the mind, entertain, and spark creativity.

Community Value Through Library Use

Weighing the 2017 taxpayer investment $237,110 against the cost for patrons to purchase the items and services provided to them of $618,887, taxpayers enjoyed a return on investment of $381,777 or 161%. (Based on *Public Library Value Calculator*)

Plan a Visit

If you have not been using library services, please pay us a visit. Aside from being a beautiful building, the library is a bright, cheerful space filled with current information and materials, staffed by friendly people who are all too happy to help you find the content you need in-house, across the state or in cyberspace.

Hours:
Tuesday-Thursday 10:00 - 8:00
Friday 10:00 - 6:00
Saturday 9:00 – Noon
(Closed on Saturdays in July and August)

Programs, Workshop, and Concerts

Librarians planned a slate of events on diverse topics to appeal to a broad range of the community.

- **Adult Services Department—**Regularly occurring activities included book discussion groups, knitting groups, and coloring for relaxation. Highlights of monthly offerings included *Coyotes in Our Community*, *Treasures from the Isles of Shoals*, *Preston Heller: The Mentalist*, *Junk Journals Craft Club*, *Author Talk with Jessie Crockett*, and *Nature Walk at Moore's Falls*. The annual summer reading event featured reading, reviews, and concerts by folk duo *Knock on Wood*, and *The Tropical Sensations* steel drum group. Tech Help with downloadable books from OverDrive was available on a drop-in basis.

- **Tween and Teen Services—**Regularly scheduled activities included a book discussion group held after school at LMS, and a High School Role-Playing Game group. The annual summer reading event featured reading, crafts, and activities such as Edible Architecture, Water Color Art Class, and weekly STEM challenges.

- **Children's Services Department—**Regularly scheduled programs included multiple Story Times for ages 0-5, Make 'n Take Crafts, a book discussion group, and Family Tabletop Game Nights. Annual offerings included *Stuffed Animal Sleepover*, the summer reading event, 1st Grade Library Card Sign-Up, and *The Polar Express Event.*

*The s*ummer reading club featured reading, reviews, arts & crafts, STEM activities and visits from *The Yo-Yo Guy*, storybook character *Biscuit*, and *Wildlife Encounters.*

- For current happenings, visit our online calendar at cutlerlibrary.blogspot.com

A Visit to the Virtual Library

Using the library from home has never been easier. With library card number and password, patrons had free access to many online resources:

- **New Hampshire Downloadable Books—**Free access to a state-wide collection of downloadable audiobooks and eBooks in a variety of formats for use on many devices. Go to ***nh.overdrive.com***

- **NHewLink Databases** (a subscribed-to collection of articles and images available through a search interface)**—** Patrons received:
  - Thousands of magazine, journal, newspaper, encyclopedia and other articles providing business, health, homework, and research help, as well as pleasure reading.
  - Advice on what to read using NoveList Plus, a service that provides recommendations on fiction and non-fiction titles, series info, read-alikes, book award lists, and much more.
  - Compton's Encyclopedia and the Elementary Encyclopedia for a wide variety of information needs.
  - Go to ***search.ebscohost.com***

- **Mango Languages—**70 language courses ranging from Spanish to Swahili, English to Icelandic, and Shakespeare to Pirate. o to ***connect.mangolanguages.com/cutler library/start***

- **Lynda—**Over 6,231 self-paced video courses to pursue personal and professional goals. Areas include creative skills, software, technology, business skills, and more. First time users start at ***cutlerlibrarybackground.blogspot.com/ 2016/07/learning-with-lyndacom.html***

- **Driving Tests—**Driver education practice tests based on NH's DMV materials. Go to ***acml.driving-tests.org***

- **KOHA—L**ibrary account management and catalog allowing card holders to place holds, renew items, create reading lists, comment and rate what they've read, receive email reminders of items coming due, etc. Go to ***aaroncutler.***
  nhais.bywatersolutions.com

- **Special Requests—**NHU-pac, the state-wide catalog where patrons can search for items not held in our library, then submit a request for interlibrary-loan to have the item sent to us. Great for private book clubs in need of multiple copies of their chosen title each month. Search at ***www.nhupac.library. state.nh.us***, request at ***goo.gl/NXN2jf***

Friends, Volunteers, and Residents

The library benefitted from amazing support from the community for the extra touches that make the library a great place to visit.

- Through their book sales, **the Friends of the Library** funded activity passes to the SEE Science Center (Manchester), New England Aquarium (Boston) & Squam Lakes Science Center (Holderness), and put gently used books into the hands of the community.

- **Neighboring Businesses** supported all 4 summer reading clubs through funding and donations of prizes. Local donors included Continental Paving, DLB Paving, Linda Jacobson CPA, LIX Ice Cream, Mel's Funaway Park, New England Small Tube, Rocco's Pizza, Romano's Pizza, Tim's Turf, and Wilson Farms.

- **State Organizations** Grantors *NH Humanities* and *Kids, Books, and the Arts* awarded the library $771 in grants to fund three community programs.

- **Local Groups and Professionals** donated their time and expertise to library programs. In-kind donors included Connor Robinson and Alex Jozitis (HS Role-Playing Game Night), artist Kate O'Dell (Watercolor Classes), Kidwell Construction Company (Tool Time), Litchfield Lion's Club (The Polar Express Event), Nowak Landscape Construction (Stepping Stones), and Sue Beaulieu (Junk Journals).

- **Volunteers** provided the library with a helping hand when it was needed. Fifty-seven individuals, including seven Sophomore Project students, sorted book donations, cleaned book covers and baby toys, donned costumes, supervised craft classes, and assisted with the annual 24/7 Book Sale on the Porch.

- **Private Donors** contributed activity passes to the Currier Museum of Art (Manchester), the Millyard Museum (Manchester), the Aviation Museum (Londonderry), and funds for other needs.

Building Maintenance

2017 was a bit challenging.

- **Furnace Puff-Back—**The library had a furnace "puff-back" in the Spring, which resulted in oily soot being spread throughout the building. Our insurer sent in a professional cleaning service, but they were unable to satisfactorily clean the window shades, painted surfaces, and wallpaper through much of the building. Scheduling the repairs was tricky to coordinate to meet both the contractor's schedule and the library's programming schedule. The library was closed for a week in the Fall while new shades, paint and wallpaper was installed. The face lift made quite an impact with many patrons remarking on its beauty.

- Due to other needs, building maintenance and repair expenses were double what was budgeted, resulting in cuts made in other areas.

- **Town Water Hook-Up—**Saint-Gobain paid for Pennichuck to hook the library up to town water. The well remains active for outdoor cleaning and landscape watering.

Staying Informed

A variety of ways for residents to learn about library happenings were offered including:

- Library website, READ 4 The Fun Of It—view weekly events, closings, and other announcements
  cutlerlibrary.blogspot.com

- Facebook—follow us for library news
  www.facebook.com/cutler.library

- Pinterest—find new additions to the collection, events and other fun items
  pinterest.com/aaroncutler

- Flickr—check out photos from library events over the years
  www.flickr.com/photos/cutlerlibrary

Looking Ahead

- Several issues are on the horizon for 2018:
  - replacement of the library's 25+ year old HVAC system;
  - installation of an irrigation system as the often used lawn is rapidly deteriorating; and
  - Flexible comfortable seating to make the building better able to handle our growing community.

- As always looming in the future, library services are in need of a larger space designed for our current and future population size, changing collections and technology, and community needs.

Our Library Team

It was a pleasure to serve the community in 2017 and our entire team looks forward to continuing to serve the community in a relevant and responsive way in the coming year.

- **Library Board of Trustees**

  Cecile Bonvouloir, Chairperson
  Gail Musco, Treasurer/Vice Chair
  Peggy Drew, Secretary
  Sheila Huston
  Donna Ferguson

- **Library Staff**

Vicki Varick, Library Director
Alexandra Robinson, Adult/Teen Services
Carrie-Anne Pace, Children's Services
Lynn Richardson, Assistant Librarian
Kerri Antosca, Assistant Librarian
Ada Allen, Page
Chloe Dexter, Page
Helena Paquette, Custodian

2017 Library Statistics

General Holdings	
Books	13,225
Audiobooks	745
DVDs	1,466
Magazine Subscriptions	30
Activity Passes	9
Children's Learning Software	45
Total Items Held	16,035
Items Added or Removed	
Purchased additions	916
Donated additions	73
Withdrawals	950
Items and Resource Use	
Print books	17,493
eBooks*	2,780
Audiobooks	922
Downloadable audiobooks*	3,570
DVDs	4,845
Magazines	817
Special Requests	1,742
Activity passes	143
Electronic resources	1,867
Computer use/Other equipment	507
Relia	231
Early literacy software	1,661
Total	36,578
*State-wide consortium collection	
Programs and Attendance	
Programs	293
Attendance	5,046
Public Wi-Fi connections	3,194
Registered Borrowers	4,139
New borrowers	233
User Visits to Library/Virtual Library	19,629

2017 Financial Reports

Board of Trustees Checking	
Beginning Balance 1/1/2017	$15,926.14
Income*	
Receipts	20,287.08
Interest Income	16.30
Total Receipts	$20,303.38
Expenditures**	$32,062.56
Ending Balance 12/31/17	$ 4,166.96

*Income includes materials fines and fees, printing, donations, faxes, grants, interest, material replacements, non-resident library cards, and Primex insurance settlement.

**Expenses include community programs, library supplies, building maintenance and repair, material replacements and multiple copies, staff appreciation gifts, and volunteer award.

Board of Trustees Savings	
Beginning Balance 1/1/2017	$1,186.12
Income	
Receipts	0
Interest Income	.58
Total Receipts	$.58
Expenditures	$45.63
Ending Balance 12/31/17	$ 1,141.07

Town Appropriation Checking	
Beginning Balance 1/1/2017	$15,844.78
Income	
Receipts	241,361.99
Interest Income	33.80
Total Receipts	$241,395.79
Expenditures	$243,424.52
Ending Balance 12/31/17	$13,816.05

2017 Expense Report

Line	Description	Library Budget	Library Fund Expenses	Trustee Fund Expenses	Trust Fund Expenses	Total
110-127	Payroll	177,463.00	177,403.37			177,403.37
220-225	Payroll Taxes	13,576.00	13,571.33			13,571.33
341	Telephone	438.00	438.48			438.48
342	Software Purch & License	2,688.00	2,712.45			2,712.45
410	Electricity	4,592.00	4,238.55			4,238.55
411	Heating Oil	1,571.00	1,480.60			1,480.60
412	Water Usage	0	8.02			8.02
430	Equip MaintContracts	2,252.00	2,330.94			2,330.94
434	Water Supplies	53.00	28.41			28.41
442	Trash Service	872.00	819.17			819.17
560	Dues & Subscriptions	852.00	864.48			864.48
613	Community Programs	1,892.00	1,846.11	1,453.13		3,299.24
625	Postage	254.00	246.40			246.40
626	Library Supplies	1,947.00	1,918.27	83.97		2,002.24
630	Building Maint & Repair	1,837.00	3,723.40	28,573.93	2,290.00	34,587.33
631	Equipment Maint & Repair	2.989.00	2,338.86			2,338.86
640	Custodial Supplies	400.00	388.98			388.98
641	Septic Tank Cleaning	300.00	298.00			298.00
650	Grounds Maintenance	1,500.00	1,195.00			1,195.00
670	Books & Media	17,786.00	17,587.40	1,227.31		18,814.71
671	Periodicals	1,237.00	1,196.33			1,196.33
740	Equipment	712.00	757.22			757.22
750	Furniture / Fixtures	200.00	0			0
810	Mileage	599.00	639.30			639.30
811	Seminars	610.00	635.00			635.00
834	Teen Program Supplies	200.00	183.27			183.27
835	Children's Program Supp	290.00	260.66	48.45		309.11
na	Staff Appreciation	0	0	605.50		605.50
na	Volunteer Award	0	0	50.00		50.00
	Total	**$237,110.00**	**$237,110.00**	**$32,042.29**	**$2,290.00**	**$271,442.29**

Trustees of Trust funds Town Report for 2017

The Trust Funds' initial balance on January 3, 2017 was $534,469.09 while we ended the year with a balance of $721,320.74, an increase of $186,851.65. Two new funds, School Technology Fund and Fire Vehicle and Equipment Repair Fund, as authorized at the 2017 deliberative session, account largely for the increase, each funded initially at $50,000. Funds having large reductions during the year were: Earned Time Expendable Trust, Building Systems Trust, and Library Maintenance. Deposits from stock dividends credited to the Cutler Library Maintenance Fund and interest earned on deposits compensated for some of the withdrawals.

Town expendable funds controlled by the Board of Selectmen or the School Department ended the year at $617,245.63 while privately donated funds totaled $104,075.11.

As has been the case for the last few years, all funds are invested in Money Market accounts at People's United Bank.

Submitted by the Trustees of Trust Funds

John Poulos
Dr. Steven Calawa
Michael Falzone

Town of Litchfield, NH

Trustees of Trust Funds

Year Beginning Balances

	Month End Starting Balance	January Deposits	2017 Withdrawals	Interest	Ending Balance
Town Expendable Trust Funds					
Earned Time Expendable Trust	$ 60,681.01	$ -	$ 30,372.94	$ 12.51	$ 30,319.59
Vacation Accrual Fund	-	$ -	$ -	-	-
Town Celebration Fund	2,383.52	$ -	$ -	0.49	2,384.01
Farmland/Development Fund	171,733.20	$ -	$ -	25.13	121,758.43
Fire Facilities Fund	16,305.06	$ -	$ -	3.36	16,308.42
School Capital Improvement Fund	51,073.58	$ -	$ -	10.53	51,084.11
School Capital Education Fund	104,366.12	$ -	$ -	21.52	104,387.64
Public Works Expendable Trust Fund	20,291.68	$ -	$ -	4.18	20,295.86
Library Vacation Accrual Expendable Trust Fund	-	$ -	$ -	-	-
Building Systems Trust Fund	50,183.65	$ -	$ -	10.35	50,194.00
Earned Time Accrual Expendable Trust Fund (library)	7,384.84			1.52	7,386.36
Total Town Expendable Funds	**$ 434,401.76**	**$ -**	**$ 30,372.94**	**$ 89.59**	**$ 404,118.41**

Donated Funds

Gravestone Repair	$ 6,282.02	$ -	-	$ 1.38	$ 6,283.40
Hillcrest Cemetery Funds	7,024.86	$ -	-	1.54	7,026.40
Pinecrest Cemetery Funds	22,416.51	$ -	-	4.91	22,421.42
Aaron Cutler Library Memorial Fund	1,902.14	$ -	-	0.42	1,902.56
Aaron Cutler Library Maintenance Fund	61,597.23	$ 13.13	-	13.50	61,623.86
Selah Bixby Library Fund	112.42	$ -	-	0.02	112.44
John Kennard Library Fund	550.92	$ -	-	0.12	551.04
Robert Chase Library Fund	181.23	$ -	-	0.04	181.27
Total Donated Funds	**$ 100,067.33**	**$ 13.13**	**-**	**$ 21.93**	**$ 100,102.39**

Town of Litchfield, NH
Trustees of Trust Funds

	Month End	December	2017		
Year Beginning Balances					
	Starting Balance	**Deposits**	**Withdrawals**	**Interest**	**Ending Balance**
Town Expendable Trust Funds					
Earned Time Expendable Trust	$ 30,382.22	$ 60,000.00	$ 58,700.77	$ 6.23	$ 31.688.68
Vacation Accrual Fund	-	-	-	-	-
Town Celebration Fund	2,389.01	-	-	0.49	2,389.50
Farmland/Development Fund	122,013.95	-	-	24.99	122,038.94
Fire Facilities Fund	16,342.65	-	-	3.35	16,346.00
School Capital Improvement Fund	101,222.50	-	-	20.74	101,243.24
School Capital Education Fund	154,698.10	-	-	31.70	154,729.80
School Technology Fund	75,098.23	-	-	15.39	75,113.62
Public Works Expendable Trust Fund	20,338.45	-	-	4.17	20,342.62
Library Vacation Accrual Expendable Trust Fund	5,003.12	-	-	1.03	5,004.15
Building Systems Trust Fund	44,245.38	-	13,350.17	9.07	30,904.28
(Library)	7,401.86	-	-	1.52	7,403.38
Fire Vehicle And Equip. Repair Fund	50,013.17	-	-	10.25	50,041.42
Total Town Expendable Funds	**$ 343,564.86**	**$ 60,000.00**	**$ 72,050.94**	**$ 128.93**	**$ 617,245.63**
Donated Funds					
Gravestone Repair	$ 6,296.50	-	-	$ 1.25	$ 6,297.75
Hillcrest Cemetery Funds	6,209.03	-	-	1.23	6,210.26
Pinecrest Cemetery Funds	22,436.06	-	-	4.46	22,440.52
Aaron Cutler Library Memorial Fund	1,906.53	-	-	0.38	1,906.91
Aaron Cutler Library Maintenance Fund	66,359.82	-	-	13.18	66,373.00
Selah Bixby Library Fund	112.65	-	-	0.02	112.67
John Kennard Library Fund	552.19	-	-	0.11	552.30
Robert Chase Library Fund	181.66	-	-	0.04	181.70
Total Donated Funds	**$ 104,054.44**	**$ -**	**$ -**	**$ 20.64**	**$ 104,075.11**

New Hampshire
Department of
Revenue Administration

2017
MS-737

Budget of the Town of Litchfield

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

THIS BUDGET SHALL BE POSTED WITH THE WARRANT
This form was posted with the warrant on: _____

For assistance please contact the NH DRA Municipal and Property Division
P: (603) 230-5090 F: (603) 230-5947 http://www.revenue.nh.gov/mun-prop/

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.

Budget Committee Members	
Printed Name	Signature

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

Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
General Government								
0000-0000	Collective Bargaining		$0	$0	$0	$0	$0	$0
4130-4139	Executive	05	$125,194	$125,710	$119,470	$0	$119,470	$0
4140-4149	Election, Registration, and Vital Statistics	05	$99,132	$104,285	$108,569	$0	$108,569	$0
4150-4151	Financial Administration	05	$439,692	$410,464	$433,664	$0	$433,664	$0
4152	Revaluation of Property	05	$50,606	$13,805	$50,606	$0	$50,606	$0
4153	Legal Expense	05	$35,997	$38,597	$15,000	$0	$15,000	$0
4155-4159	Personnel Administration	05	$540,340	$518,736	$585,358	$0	$585,358	$0
4191-4193	Planning and Zoning	05	$54,623	$49,422	$40,214	$0	$40,214	$0
4194	General Government Buildings	05	$95,478	$76,765	$84,030	$0	$84,030	$0
4195	Cemeteries	05	$7,483	$5,796	$7,483	$0	$7,483	$0
4196	Insurance	05	$63,505	$30,766	$63,650	$0	$63,650	$0
4197	Advertising and Regional Association	05	$14,109	$15,139	$14,974	$0	$14,974	$0
4199	Other General Government		$0	$0	$0	$0	$0	$0
Public Safety								
4210-4214	Police	05	$1,594,827	$1,580,251	$1,758,792	$0	$1,758,792	$0
4215-4219	Ambulance	05	$51,500	$62,793	$67,500	$0	$67,500	$0
4220-4229	Fire	05	$835,169	$788,757	$863,754	$0	$863,754	$0
4240-4249	Building Inspection	05	$77,918	$79,021	$81,223	$0	$81,223	$0
4290-4298	Emergency Management	05	$11,756	$12,401	$14,272	$0	$14,272	$0
4299	Other (Including Communications)		$0	$0	$0	$0	$0	$0
Airport/Aviation Center								
4301-4309	Airport Operations		$0	$0	$0	$0	$0	$0
Highways and Streets								
4311	Administration	05	$25,238	$18,311	$44,658	$0	$44,658	$0
4312	Highways and Streets	05	$785,208	$768,162	$634,433	$0	$634,433	$0
4313	Bridges		$0	$0	$0	$0	$0	$0
4316	Street Lighting	05	$10,925	$12,361	$12,850	$0	$12,850	$0
4319	Other		$0	$0	$0	$0	$0	$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
Sanitation								
4321	Administration	05	$358,541	$367,382	$381,435	$0	$381,435	$0
4323	Solid Waste Collection		$0	$0	$0	$0	$0	$0
4324	Solid Waste Disposal		$0	$0	$0	$0	$0	$0
4325	Solid Waste Cleanup		$0	$0	$0	$0	$0	$0
4326-4329	Sewage Collection, Disposal and Other		$0	$0	$0	$0	$0	$0
Water Distribution and Treatment								
4331	Administration		$0	$0	$0	$0	$0	$0
4332	Water Services		$0	$0	$0	$0	$0	$0
4335-4339	Water Treatment, Conservation and Other		$0	$0	$0	$0	$0	$0
Electric								
4351-4352	Administration and Generation		$0	$0	$0	$0	$0	$0
4353	Purchase Costs		$0	$0	$0	$0	$0	$0
4354	Electric Equipment Maintenance		$0	$0	$0	$0	$0	$0
4359	Other Electric Costs		$0	$0	$0	$0	$0	$0
Health								
4411	Administration	05	$32,786	$32,396	$32,905	$0	$32,905	$0
4414	Pest Control	05	$15,417	$13,700	$15,556	$0	$15,556	$0
4415-4419	Health Agencies, Hospitals, and Other		$15,167	$15,167	$0	$0	$0	$0
Welfare								
4441-4442	Administration and Direct Assistance		$0	$0	$0	$0	$0	$0
4444	Intergovernmental Welfare Payments		$0	$0	$0	$0	$0	$0
4445-4449	Vendor Payments and Other	05	$16,750	$4,061	$10,000	$0	$10,000	$0
Culture and Recreation								
4520-4529	Parks and Recreation	05	$79,797	$71,829	$84,375	$0	$84,375	$0
4550-4559	Library	05	$217,417	$217,417	$226,924	$0	$226,924	$0
4583	Patriotic Purposes	05	$902	$1,044	$1,250	$0	$1,250	$0
4589	Other Culture and Recreation		$0	$0	$0	$0	$0	$0
Conservation and Development								
4611-4612	Administration and Purchasing of Natural Resources	05	$1,580	$1,206	$2,860	$0	$2,860	$0
4619	Other Conservation		$0	$0	$0	$0	$0	$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4631-4632	Redevelopment and Housing		$0	$0	$0	$0	$0	$0
4651-4659	Economic Development		$0	$0	$0	$0	$0	$0
Debt Service								
4711	Long Term Bonds and Notes - Principal		$0	$0	$0	$0	$0	$0
4721	Long Term Bonds and Notes - Interest		$0	$0	$0	$0	$0	$0
4723	Tax Anticipation Notes - Interest	05	$1	$0	$1	$0	$1	$0
4790-4799	Other Debt Service		$0	$0	$0	$0	$0	$0
Capital Outlay								
4901	Land		$0	$0	$0	$0	$0	$0
4902	Machinery, Vehicles, and Equipment		$0	$0	$0	$0	$0	$0
4903	Buildings		$50,000	$40,796	$0	$0	$0	$0
4909	Improvements Other than Buildings		$0	$0	$0	$0	$0	$0
Operating Transfers Out								
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
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 Agency Funds		$0	$0	$0	$0	$0	$0
Total Proposed Appropriations			**$5,707,058**	**$5,476,540**	**$5,755,806**	**$0**	**$5,755,806**	**$0**

Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund		$0	$0	$0	$0	$0	$0
4917	To Health Maintenance Trust Funds		$0	$0	$0	$0	$0	$0
4916	To Expendable Trusts/Fiduciary Funds	09	$0	$0	$5,000	$0	$5,000	$0
	Purpose: Library Earned Time Accrual Expendable Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	10	$0	$0	$60,000	$0	$60,000	$0
	Purpose: Town Earned Time Accrual Expendable Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	12	$0	$0	$50,000	$0	$0	$50,000
	Purpose: Fire Vehicle and Equipment Expendable Trust Fund							
Special Articles Recommended			**$0**	**$0**	**$115,000**	**$0**	**$65,000**	**$50,000**

Individual Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4210-4214	Police	06	$0	$0	$39,054	$0	$39,054	$0
	Purpose: Full Time Police Officer							
4220-4229	Fire	13	$0	$0	$66,000	$0	$0	$66,000
	Purpose: Architectural and Engineering Fees For New Fire St							
4312	Highways and Streets	07	$0	$0	$200,000	$0	$200,000	$0
	Purpose: Road Improvement Projects							
4415-4419	Health Agencies, Hospitals, and Other	11	$0	$0	$2,400	$0	$0	$2,400
	Purpose: Human Services and Health Agencies							
4550-4559	Library	08	$0	$0	$10,186	$0	$10,186	$0
	Purpose: Second Year of Library Non Union Wage Plan Impleme							
Individual Articles Recommended			**$0**	**$0**	**$317,640**	**$0**	**$249,240**	**$68,400**

Revenues

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
Taxes					
3120	Land Use Change Tax - General Fund	05	$1,300	$6,000	$6,000
3180	Resident Tax		$0	$0	$0
3185	Yield Tax	05	$6,665	$5,000	$5,000
3186	Payment in Lieu of Taxes	05	$28,035	$28,000	$28,000
3187	Excavation Tax	05	$3,597	$3,500	$3,500
3189	Other Taxes		$0	$0	$0
3190	Interest and Penalties on Delinquent Taxes	05	$36,169	$32,574	$32,574
9991	Inventory Penalties		$0	$0	$0
Licenses, Permits, and Fees					
3210	Business Licenses and Permits	05	$1,460	$1,450	$1,450
3220	Motor Vehicle Permit Fees	05	$1,705,893	$1,595,000	$1,595,000
3230	Building Permits	05	$35,257	$31,590	$31,590
3290	Other Licenses, Permits, and Fees	05	$32,637	$30,400	$30,400
3311-3319	From Federal Government	05	$392	$392	$392
State Sources					
3351	Shared Revenues		$0	$0	$0
3352	Meals and Rooms Tax Distribution	05	$434,101	$434,101	$434,101
3353	Highway Block Grant	05	$201,394	$201,000	$201,000
3354	Water Pollution Grant		$0	$0	$0
3355	Housing and Community Development		$0	$0	$0
3356	State and Federal Forest Land Reimbursement	05	$151	$159	$159
3357	Flood Control Reimbursement		$0	$0	$0
3359	Other (Including Railroad Tax)		$0	$0	$0
3379	From Other Governments		$0	$0	$0
Charges for Services					
3401-3406	Income from Departments	05	$25,365	$13,208	$13,208
3409	Other Charges		$0	$0	$0
Miscellaneous Revenues					
3501	Sale of Municipal Property	05	$2,400	$500	$500
3502	Interest on Investments	05	$4,453	$3,000	$3,000

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3503-3509	Other	05	$18,189	$3,619	$3,619
Interfund Operating Transfers In					
3912	From Special Revenue Funds	05	$3,234	$2,500	$2,500
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
3914S	From Enterprise Funds: Sewer (Offset)		$0	$0	$0
3914W	From Enterprise Funds: Water (Offset)		$0	$0	$0
3915	From Capital Reserve Funds		$0	$0	$0
3916	From Trust and Fiduciary Funds		$7,376	$0	$0
3917	From Conservation Funds		$0	$0	$0
Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		$0	$0	$0
9998	Amount Voted from Fund Balance	10, 13	$0	$126,000	$60,000
9999	Fund Balance to Reduce Taxes		$0	$0	$0
Total Estimated Revenues and Credits			**$2,548,068**	**$2,517,993**	**$2,451,993**

Budget Summary

Item	Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended	$5,395,953	$5,755,806	$5,755,806
Special Warrant Articles Recommended	$99,974	$115,000	$65,000
Individual Warrant Articles Recommended	$283,496	$317,640	$249,240
TOTAL Appropriations Recommended	$5,779,423	$6,188,446	$6,070,046
Less: Amount of Estimated Revenues & Credits	$2,398,247	$2,517,993	$2,451,993
Estimated Amount of Taxes to be Raised	$3,381,176	$3,670,453	$3,618,053

Budget Committee Supplemental Schedule

1. Total Recommended by Budget Committee			**$6,070,046**
Less Exclusions:			
2. Principal: Long-Term Bonds & Notes	**4711**	**$0**	$0
3. Interest: Long-Term Bonds & Notes	**4721**	**$0**	$0
4. Capital outlays funded from Long-Term Bonds & Notes			$0
5. Mandatory Assessments			$0
6. Total Exclusions *(Sum of Lines 2 through 5 above)*			$0
7. Amount Recommended, Less Exclusions *(Line 1 less Line 6)*			**$6,070,046**
8. 10% of Amount Recommended, Less Exclusions *(Line 7 x 10%)*			$607,005

Collective Bargaining Cost Items:	
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 and 10)*	$0

Mandatory Water & Waste Treatment Facilities (RSA 32:21):	
12. Amount Recommended (Prior to Meeting)	$0
13. Amount Voted (Voted at Meeting)	$0
14. Amount voted over recommended amount *(Difference of Lines 12 and 13)*	$0

15. Bond Override (RSA 32:18-a), Amount Voted	**$0**

Maximum Allowable Appropriations Voted At Meeting: *(Line 1 + Line 8 + Line 11 + Line 15)*	**$6,677,051**

DELIBERATIVE SESSION
Town of Litchfield
February 3, 2018

Meeting called to order at 10:05 a.m. at Campbell High School in auditorium by Moderator John Regan. Present were: Selectmen Chairman-Brent Lemire, Vice-Chair Steve Perry, John Brunelle and Kurt Schaefer and absent Kevin Bourque. Budget Committee - Chairman-Cindy Couture, Keri Douglas, Dennis Miller, Robert Keaton, Jim Spotts, Jennifer Bourque and Christina Harrison, School Board Rep. Town Counsel-Mark Puffer, Town Administrator-Troy Brown, Town Clerk- Theresa Briand and approximately 84 Litchfield voters and 5 non-voter

George Lambert of 3 Lydston Lane made a motion to change the order in which the Warrant Articles are discussed. The request was to discuss Article 5 Operating Budget; Article 13 Disposal of Fire Station and Article 4 Fire Station Bond. Motion passed by a voice vote.

ARTICLE 1 - ELECTION OF OFFICERS

2 Budget Committee	**3 Year Term**
2 Budget Committee	**2 Year Term**
1 Cemetery Trustee	**3 Year Term**
1 Checklist Supervisor	**6 Year Term**
1 Library Trustee	**3 Year Term**
1 Library Trustee	**2 Year Term**
1 Moderator	**3 Year Term**
1 Selectmen	**3 Year Term**
1 Trustee of Trust Funds	**3 Year Term**

ARTICLE 2 - ZONING AMENDMENT No. 1
Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 507.05 (b) Accessory Dwelling Units, Administration to remove requirement for a certificate of compliance upon conveyance of the property.

Recommended by the Planning Board (5-0-0)

Michael Croteau Planning Board Chairmen spoke to the article. No discussion article will appear as written.

ARTICLE 3 - ZONING AMENDMENT No. 2
Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Adopt a new section 1040.00 Demolition Review Ordinance to allow for review of historic structures prior to demolition. The ordinance proposes a delay of up to 40 days prior to issuance of a demolition permit for structures

built prior to 1960 and greater than 500 square feet that are architecturally, culturally or historically significant. This delay would allow an opportunity to consider preservation options or alternatives to demolition. This article shall take effect on July 1, 2018. This article is contingent on an affirmative vote on Article 12, which establishes a Heritage Commission. Should Article 12 fail, this article will be null and void.

Recommended by the Planning Board (5-0-0)

Kim Queenan Vice-Chair Planning Board spoke to the article.

- Integrates with existing Personnel roles.
- Follows existing Process with a slight delay.
- This ordinance places no restrictions on the property owners rights.
- Provides balance and opportunity for public input.

*****Ultimately it is the decision of the property owner to demolish or save a building.**

ARTICLE 5 - 2018 OPERATING BUDGET

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling $6,215,024. Should this article be defeated, the default budget shall be $6,112,492 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield or by Law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated 2018 tax rate impact: $0.07.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

Cindy Couture - Chairmen of the Budget Committee spoke to the article.

- The budget information was presented by the Board of Selectmen representative, Town Business Administrator and department heads as needed over 2 weeks in October.
- The voter approved tax cap limits Budget Committee recommendations on proposed expenditures.
- Decisions were made over 2 meetings to approve Budget recommendations and warrant articles.
- A separate meeting was held for presentation of proposed Fire Station
- Consider history of actual spending of 3 previous years.
- The Budget Committee had to consider the Tax Cap calculations. This meant that the Budget Committee could not recommend a budget, including warrant articles, that would have a tax impact of more than
- $175,000.
- Consider the rationale for why dollars are being requested by the local officials.
- Consider what was a reasonable budget to present to the voters given fixed cost increases and revenue projections.

- **Health Insurance** **$75,000 increase**
  - Rate increase of 17.36% (last yr 20.79%)

- **Police** **$36,318 increase**
  - New Officer Approved Last Year

- **Personnel Administration** **$61,268 increase**
  - Merit based pay increases, union contract, retirement, social security, etc.

- **New Fire Hydrants** **$153,000 increase**
  - New hydrants added as part of Saint Gobain water project

- **Legal Fees** **$60,000 increase**
  - Increased due to Saint-Gobain PFOA

- **Parks and Recreation** **$9,500 increase**
  - Increase in field maintenance contract

- **Fire Department** **$30,000 increase**
  - Replace 20 year old jaws of life

- Town proposed to negotiate with unions to implement a less expensive health insurance plan which successfully reduced costs by $69,096 and brought the total increase under the tax cap.
- Final changes resulted in a Budget Committee recommended town budget of $6,215,024. This was $75,231 less than the tax cap and $102,532 more than the default budget.
- After adding in the warrant article approved by the Budget Committee, the total recommended budget is $21,431 below the tax cap.
- The Budget Committee's proposed operating budget is a $0.07 increase per $1,000 on tax rate due to changes in revenues and town valuation. This is a 1.70% increase in the tax rate.
- After adding in the warrant article approved by the Budget Committee, the total recommended budget is $21,431 below the tax cap.
- The Budget Committee's proposed operating budget is a $0.07 increase per $1,000 on tax rate due to changes in revenues and town valuation. This is a 1.70% increase in the tax rate.

Current Tax rate	$4.32
Proposed Recommended increase	$0.13
New Rate	$4.45

$39 estimated increase to a house valued at $300,000
$59 estimated increase to a house valued at $450,000

With Road Improvements ($0.22) $0.35 increase
$105 estimated increase to a house valued at $300k
$158 estimated increase to a house valued at $450k

ARTICLE 13 - DISPOSAL OF FIRE STATION BUILDING

To see if the Town will vote to authorize the Board of Selectmen to demolish or transfer ownership of the Fire Station Building located at 257 Charles Bancroft Highway. This article is contingent on an affirmative vote on Article 4, which approves funding for the construction of a new Fire Station Building. Should Article 4 fail, this article shall be null and void.

Not Recommended by the Board of Selectmen (2-3-0)

John Brunelle Spoke to the article - John stated that the BOS do not support the demolishing of the building.

- **WHY IS THIS ARTICLE ON THE WARRANT?**
  - Based on public input received at bond hearing on 1-11-18
  - Not supported by Board of Selectmen
- **BUILDING HISTORY**
  - Constructed in 1957
    - Volunteer firefighters donated labor, material & money
  - Two additions added in 1960's and 1970's
  - No major work since 1979
- **EXISTING BUILDING CONDITIONS**
  - July 15, 2016 Feasibility Study
    - Multiple building, life & safety code violations
    - 1st and 2nd floor egress limitations
    - Structural Issues
    - Building may contain asbestos
  - All building, life, safety and structural issues need correction if use of the building changes (excluding storage)
- **EXISTING SITE RESTRICTIONS & SHARED USES**
  - 2.1 acre site
  - Limited to residential & agricultural use per zoning regulations
  - Shared parking - Presbyterian Community Church activities, Litchfield Historical Society activities, LCTV staff, Boy & Girl Scout meetings, Lions Club meetings and other events
  - Shared leach field with old town hall building
  - Location for Memorial Day Ceremony
  - **REUSE POSSIBILITIES**
    - Storage of town records and files
    - Storage of recreation, highway, fire, police & school equipment
    - Food Pantry?
    - Farmers Market?
    - Cable Studio?
    - Senior Center?
    - Annual Rabies Clinic?
  - **SALE OF PROPERTY**
    - Transfer to Litchfield Historical Society
    - Transfer to Litchfield Presbyterian Community Church
    - Private sale not likely due to zoning & site constraints (but possible)
      - Site is restricted to residential & agricultural use

- Extremely difficult to subdivide
- Shared parking, sewer & water

ASSESSED VALUE
$223,800 (building only)

"CURRENT" OPERATING COST - $13,582
Station repairs & maintenance - $4,000
Heating - $3,082
Electricity - $6,500

- Excludes - insurance, snow removal, landscaping & major repairs

"STORAGE" OPERATING COST - $3,700

- Station repairs & maintenance $1,000
- Heating $1,500
- Electricity $1,200
  - Excludes - insurance, snow removal, landscaping & major repairs

ARTICLE 4 - FIRE STATION BOND
To see if the Town will vote to raise and appropriate the sum of $3,750,000 for the purpose of constructing and equipping a new Fire Station building, and to authorize the issuance of not more than $3,750,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33), and to authorize the selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the selectmen to take any other action relative thereto (3/5 ballot vote required). Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (8-0-0)

Brent Lemire made a motion on behalf of the Board of Selectmen to affirm the bond total of $3,750,000 to formally align with the budget committee. Seconded by John Brunelle. Voice vote was taken and all were in favor of the change.

Brent Lemire explained that since the figure was change the Budget Committee vote needs to be removed and will be re-voted after the Deliberative Meeting. Brent then turned the discussion over to Chief Frank Fraitzl who discussed the procedures and the fact the more information could be found at the litchfieldfirestation.com website.

Preston Hunter for Eckman Construction explained the process of how they came to the final figure of $3,750,000 which includes half a million is soft costs.

Troy Brown-Town Administrator discussed the Tax Impact- A $300,000 home value =$90/year or $.25/per day for $7.50 per month.

Chief Frank Fraitzl spoke to the article - Chief Fraitzl discussed the process that he and the BOS went through.

Brent Lemire Chairmen of the Board of Selectmen thanked Selectmen Steve Perry for his 7 years of service to the town.

ARTICLE 6 - FULL TIME POLICE OFFICER

To see if the Town will vote to hire a full time police officer effective July 1, 2018 and vote to raise and appropriate the sum of $40,899 for wages and benefits for the period of July 1, 2018 to December 31, 2018. Estimated 2018 tax rate impact: $0.05.

FT Officer	**2018 (6 months)**	**2019 (12 months)**
Wages	$24,929.00	$52,998.00
Health (2 person)	$ 7,557.00	$18,136.00
Dental (2 person)	$ 341.00	$ 818.00
NHRS	$ 7,337.00	$15,997.00
Workers Comp	$ 374.00	$ 795.00
Medicare	$ 361.00	$ 768.00
Total	**$40,899.00**	**$89,512.00**

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

Captain Ben Sargent and Chief Joseph O'Brion spoke to the article

- January **2008 Municipal Resources Inc.** conducted a complete evaluation the the police department
- They evaluated all calls for service and investigative time utilized in 2007-2008
- It was determined by this outside source we were **grossly** understaffed. They recommended a "phasing" in period of new officers to handle the proper staffing levels to insure safety for the public and the officers.
- This additional officer will complete the recommended amount of patrol officers.
- **No new patrol positions in the foreseeable future.**
- We will now completely have 2 man 24 hour police protection.
- There will be a **substantial** cut in our overtime.
- We will finally have achieved the staffing levels recommended by MRI report from 2008.
- January **2008 Municipal Resources Inc.** conducted a complete evaluation the the police department
- They evaluated all calls for service and investigative time utilized in 2007-2008
- It was determined by this outside source we were **grossly** understaffed. They recommended a "phasing" in period of new officers to handle the proper staffing levels to insure safety for the public and the officers.
- This additional officer will complete the recommended amount of patrol officers.
- **No new patrol positions in the foreseeable future.**
- An additional officer would essentially become **cost neutral**.
- This position will **save at a minimum of $65,000.00** in current overtime and benefits costs.
- This will be accomplished by eliminating overlapping shift coverage which routinely went for overtime.
- The additional officer will cover vacation, holiday, sick, training, and other days where an officer is out of service, at no cost of "backfilling" shifts with overtime.
- New Officer warrant cost **$40,899 in 2018**
- Then this new officer will cost **$89,512** annually.
- This officer at a minimum will offset overtime and benefits at a minimum **$65,000.00**
- **The estimated cost for this officer is then $24,512.00**
- The ultimate goal is to make this position cost neutral. This is supported by the Budget Committee and the Board of Selectmen and is recognized as being beneficial to the town.

ARTICLE 7 - ROAD IMPROVEMENT PROJECTS

To see if the Town will vote to raise and appropriate the sum of $200,000 for the purpose of road improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Broadview Drive, Kemo Circle, Pakesso Drive, Sata Way, Kokokehas Circle and other roads as necessary. Estimated 2018 tax rate impact: $0.22.

Recommended by the Board of Selectmen (5-0-0)
Not recommended by the Budget Committee (2-5-1)

Steve Perry spoke to the article

- Maintain Approximately 63 Miles of Roads
- Represents Approximately $37 Million
- Pavement Management Program Scores
    - 40% / 27 Miles Rated A (> 15yrs)
    - 34% / 20 Miles Rated B (10-15yrs)
    - 16% / 10 Miles Rated C (5-10yrs)
    - 10% / 6 Miles Rated D (< 5yrs)

- Underwood Drive - Reclaim & Pave
- Hildreth Drive - Reclaim & Pave
- Nathan Drive - Reclaim & Pave
- High Plain Avenue - Reclaim & Pave
- Molsom Circle - Reclaim & Pave
- Whittemore Drive - Reclaim & Pave
- McQuesten Circle - Reclaim & Pave
- Gibson Drive - Reclaim & Pave
- Parker Circle - Reclaim & Pave
- Page Road - Reclaim & Pave
- Albuquerque Avenue - 1" Overlay
- Additional Block Grant Rec'd - $172,648.92
- Total Cost $650,000
- Paved 4.10 Miles in 2017!

- **2018 PROJECT FUNDING - $426,000**
    - $201,000 - Highway Block Grant
    - $ 25,000 - Operating Budget
    - $200,000 - Special Warrant Article

- **2017 PROPOSED PROJECTS - $412,500**
    - Broadview Drive - Reclaim & Pave
    - Kemo Circle - Reclaim & Pave
    - Kokokehas Circle - Reclaim & Pave
    - Pakesso Drive - Reclaim & Pave
    - Sata Way - Overlay

ARTICLE 8 - PLOW TRUCK LEASE PURCHASE

To see if the Town will vote to authorize the selectmen to enter into a six (6) year lease purchase agreement for the sum of $161,640 for the purpose of lease purchasing a plow truck with equipment and attachments for the Highway Department and to raise and appropriate the sum of $26,940 for the first year's payment for that purpose. The first year's payment in the amount of $26,940 shall come from the unassigned fund balance and no amount to be raised from taxation. This lease agreement contains an escape clause. Estimated 2018 tax rate impact: $0.00.

2018	2019	2020	2021	2022	2023	Total
$26,940	$26,940	$26,940	$26,940	$26,940	$26,940	**$161,640**

Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)

Steve Perry spoke to the article

YEAR	MAKE / MODEL	AGE	MILES / HRS
1990	International Plow Truck	28	221,745 Miles
2000	International Plow Truck	18	92,291 Miles
2001	International Plow Truck	17	140,718 Miles
2009	International Plow Truck	9	18,718 Miles
2009	Caterpillar 924 Loader	9	2,254 Hrs
2010	Caterpillar Backhoe	8	2,081 Hrs
2012	Ford F-450 1 Ton Truck	6	23,698 Miles
2015	Ford F-350 Pickup Truck	3	37,480 Miles

- Replace 1990 International Plow Truck
  - 28 Years Old
  - 221,745 miles
  - No Longer Reliable Due to Age & Condition
  - Will Not Pass State Inspection in 2018 Without Major Repairs to Frame & Chassis
- Estimated Cost $161,640.00
  - Truck Chassis - $91,000
  - Angle Plow, Wing Plow & Dump Body - $60,178
  - Finance Fees @ 3% - $1,750 yr ($10,462 total)

- No Tax Impact in 2018

ARTICLE 9 - THIRD YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION
To see if the Town will vote to raise and appropriate the sum of $10,401 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the third year of a three year implementation plan. Estimated 2018 tax rate impact: $0.01.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

Cecile Bonvouloir - Library Trustee spoke to article

- Trustees approved change to wage plan in 2015 following the Town's implementation of same plan
- Covers 7 non-bargaining employees
- Not an across the board increase; adjusts for structural deficiencies in previous wage schedule
- Anticipated cost of $30,000 to fully transition to new plan

ARTICLE 10 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $50,000 to be placed in the Earned Time Accrual Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)

Troy Brown - Town Administrator spoke to the Article

- Fund established in 2014
- Purpose: buyouts, retirement & separation
- Current balance is $31,600
- 2016 expenses $60,312 (all benefits)
- 2017 expenses $58,700 (all benefits)
- 8 employees eligible to retire $94,500
- Current liability is $309,000

ARTICLE 11 - BUILDING SYSTEMS TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $25,000 to be placed in the Building Systems Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

Troy Brown- Town Administrator spoke to the article

- Fund established in 2013
- $30,900 fund balance as of 12/31/17
- Covers unanticipated major building repairs
    - Septic Systems
    - Roofs

    - Heating & Cooling Equipment
    - Structural Repairs
- Town / Police Building, Fire Station, Talent Hall, Library, DPW Garage, Recycling Facility, Old Town Hall, Dog Kennel, etc.
- Buildings range from 19 to over 150 yrs old

ARTICLE 12 - HERITAGE COMMISSION

To see if the Town will vote to establish a Heritage Commission in accordance with the provisions of RSA 673 and RSA 674 with members of the Commission to be appointed by the Board of Selectmen. The Commission shall be comprised of five citizens with up to five additional citizens appointed as alternate members. The purpose of such a Commission is to advise and assist other local boards and commissions; conduct inventories; educate the public on matters relating to historic preservation; provide information on historical resources; and serve as a resource for revitalization efforts. A heritage commission can also accept and expend funds from a non-lapsing heritage fund, acquire and manage property, and hold preservation easements.

Recommended by the Board of Selectmen (4-0-0)

Kim Queenan-Vice Chairman of Planning Board spoke to the article

WHAT is a Heritage Commission?

An Advisory body to help identify and protect places that are:

- Historic
- Cultural
- Architectural, or
- Community Significant

WHY create a Heritage Commission?

- Fills a void in protecting town character
- Access grant funds
- Advise other boards
- Help implement Master Plan
- Review demolition requests of potentially significant structures

WHO is on the Heritage Commission? 5 Members appointed by Selectmen that are:

- Residents of Litchfield
- 1 Selectman
- 1 Planning Board Member, recommended

HOW does the Commission Operate?

A volunteer board that will:

- Hold Public Meetings
- Record Meeting minutes
- Acquire and post signs for Demolition Review Ordinance

ARTICLE 14 - BEAUTIFICATION EXPENDABLE TRUST FUND (by petition)

To see if the Town will vote to establish a Town Beautification Expendable Trust Fund pursuant to RSA 31:19-a, for the purpose of enhancing community pride and identity in a variety of ways, such as but not limited to, purchasing flowers, trees, shrubs, signs, holiday decorations, monuments and other amenities to improve the visual appearance of town buildings, facilities, roadsides and landscaping; further to raise and appropriate $2,500 to put in the fund; furthermore to name the Board of Selectmen as agents to expend from said fund based on proposals or petitions received from town citizens, groups and/or boards and committees. Estimated 2018 tax rate impact: Less than $0.01.

Recommended by the Board of Selectmen (3-2-0)
Recommended by the Budget Committee (6-1-1)

Jason Brennan spoke to the article - Jason stated he thought this would be a great way to pay materials when a group of residents want to improve an area of town.
There was no discussion so the article will appear on the ballot as printed.

A motion was made by Phil Reed of 7 Forest Lane to adjourn at 12:45. Seconded by John Brunelle.

2018 WARRANT ARTICLES
TOWN OF LITCHFIELD, NEW HAMPSHIRE

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **February 3, 2018 at 10:00 a.m**. for explanation, discussion and debate of each warrant article. Warrant articles may be amended at this session per RSA §40:13, IV. You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on **Tuesday, March 13, 2018 at 7:00 o'clock** in the forenoon for the choice of Town Officers elected by official ballot to vote on questions required by laws to be inserted on the official ballot and to vote on all warrant articles from the first session on official ballot per RSA §40:13, VIII. The polls for the election of town officers and other action required to be inserted on said ballot will be open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE 1 - ELECTION OF OFFICERS

2 Budget Committee	**3 Year Term**
Brion Hodgkins	
2 Budget Committee	**2 Year Term**
Jessica Martin	
Nicole Fordey	
George Lambert	
1 Cemetery Trustee	**3 Year Term**
Steven P. Calawa	
1 Checklist Supervisor	**6 Year Term**
Shirley Ann Reed	
1 Library Trustee	**3 Year Term**
Gail Musco	
1 Library Trustee	**2 Year Term**
Donna Ferguson	
1 Moderator	**3 Year Term**
John G. Regan	
1 Selectmen	**3 Year Term**
Chad D. Pinciaro	
Steve Webber	
1 Trustee of Trust Funds	**3 Year Term**
Steven P. Calawa	

ARTICLE 2 - ZONING AMENDMENT No. 1
Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Amend Section 507.05 (b) Accessory Dwelling Units, Administration to remove requirement for a certificate of compliance upon conveyance of the property.

Recommended by the Planning Board (5-0-0)

ARTICLE 3 - ZONING AMENDMENT No. 2
Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows?

Adopt a new section 1040.00 Demolition Review Ordinance to allow for review of historic structures prior to demolition. The ordinance proposes a delay of up to 40 days prior to issuance of a demolition permit for structures built prior to 1960 and greater than 500 square feet that are architecturally, culturally or historically significant. This delay would allow an opportunity to consider preservation options or alternatives to demolition. This article shall take effect on July 1, 2018. This article is contingent on an affirmative vote on Article 12, which establishes a Heritage Commission. Should Article 12 fail, this article will be null and void.

Recommended by the Planning Board (5-0-0)

ARTICLE 4 - FIRE STATION BOND
To see if the Town will vote to raise and appropriate the sum of $3,750,000 for the purpose of constructing and equipping a new Fire Station building, and to authorize the issuance of not more than $3,750,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33), and to authorize the selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the selectmen to take any other action relative thereto (3/5 ballot vote required). Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (8-0-0)

ARTICLE 5 - 2018 OPERATING BUDGET
To see if the Town will vote to raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling $6,215,024. Should this article be defeated, the default budget shall be $6,112,492 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield or by Law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated 2018 tax rate impact: $0.07.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 6 - FULL TIME POLICE OFFICER
To see if the Town will vote to hire a full time police officer effective July 1, 2018 and vote to raise and appropriate the sum of $40,899 for wages and benefits for the period of July 1, 2018 to December 31, 2018. Estimated 2018 tax rate impact: $0.05.

FT Officer	2018 (6 months)	2019 (12 months)
Wages	$24,929.00	$52,998.00
Health (2 person)	$ 7,557.00	$18,136.00
Dental (2 person)	$ 341.00	$ 818.00
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Workers Comp	$ 374.00	$ 795.00
Medicare	$ 361.00	$ 768.00
Total	**$40,899.00**	**$89,512.00**

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 7 - ROAD IMPROVEMENT PROJECTS
To see if the Town will vote to raise and appropriate the sum of $200,000 for the purpose of road improvement projects. It is anticipated that these funds will be used toward the cost of repairs to Broadview Drive, Kemo Circle, Pakesso Drive, Sata Way, Kokokehas Circle and other roads as necessary. Estimated 2018 tax rate impact: $0.22.

Recommended by the Board of Selectmen (5-0-0)
Not recommended by the Budget Committee (2-5-1)

ARTICLE 8 - PLOW TRUCK LEASE PURCHASE
To see if the Town will vote to authorize the selectmen to enter into a six (6) year lease purchase agreement for the sum of $161,640 for the purpose of lease purchasing a plow truck with equipment and attachments for the Highway Department and to raise and appropriate the sum of $26,940 for the first year's payment for that purpose. The first year's payment in the amount of $26,940 shall come from the unassigned fund balance and no amount to be raised from taxation. This lease agreement contains an escape clause. Estimated 2018 tax rate impact: $0.00.

2018	2019	2020	2021	2022	2023	Total
$26,940	$26,940	$26,940	$26,940	$26,940	$26,940	**$161,640**

Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 9 - THIRD YEAR OF LIBRARY NON UNION WAGE PLAN IMPLEMENTATION
To see if the Town will vote to raise and appropriate the sum of $10,401 to fund salary adjustments to bring Library employee salaries in line with the non-union employee wage plan, as approved by the Library Board of Trustees in 2015. This article represents the third year of a three year implementation plan. Estimated 2018 tax rate impact: $0.01.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 10 - TOWN EARNED TIME ACCRUAL EXPENDABLE TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $50,000 to be placed in the Earned Time Accrual Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (4-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 11 - BUILDING SYSTEMS TRUST FUND
To see if the Town will vote to raise and appropriate the sum of $25,000 to be placed in the Building Systems Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2018 tax rate impact: $0.00.

Recommended by the Board of Selectmen (5-0-0)
Recommended by the Budget Committee (6-0-0)

ARTICLE 12 - HERITAGE COMMISSION
To see if the Town will vote to establish a Heritage Commission in accordance with the provisions of RSA 673 and RSA 674 with members of the Commission to be appointed by the Board of Selectmen. The Commission shall be comprised of five citizens with up to five additional citizens appointed as alternate members. The purpose of such a Commission is to advise and assist other local boards and commissions; conduct inventories; educate the public on matters relating to historic preservation; provide information on historical resources; and serve as a resource for revitalization efforts. A heritage commission can also accept and expend funds from a non-lapsing heritage fund, acquire and manage property, and hold preservation easements.

Recommended by the Board of Selectmen (4-0-0)

ARTICLE 13 - DISPOSAL OF FIRE STATION BUILDING
To see if the Town will vote to authorize the Board of Selectmen to demolish or transfer ownership of the Fire Station Building located at 257 Charles Bancroft Highway. This article is contingent on an affirmative vote on Article 4, which approves funding for the construction of a new Fire Station Building. Should Article 4 fail, this article shall be null and void.

Not Recommended by the Board of Selectmen (2-3-0)

ARTICLE 14 - BEAUTIFICATION EXPENDABLE TRUST FUND (by petition)
To see if the Town will vote to establish a Town Beautification Expendable Trust Fund pursuant to RSA 31:19-a, for the purpose of enhancing community pride and identity in a variety of ways, such as but not limited to, purchasing flowers, trees, shrubs, signs, holiday decorations, monuments and other amenities to improve the visual appearance of town buildings, facilities, roadsides and landscaping; further to raise and appropriate $2,500 to put in the fund; furthermore to name the Board of Selectmen as agents to expend from said fund based on proposals or petitions received from town citizens, groups and/or boards and committees. Estimated 2018 tax rate impact: Less than $0.01.

Recommended by the Board of Selectmen (3-2-0)
Recommended by the Budget Committee (6-1-1)

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 22nd DAY OF JANUARY 2018.

_____
Brent T. Lemire, Chairman

_____
Steven D. Perry, Vice Chairman

_____
John R. Brunelle

_____
Kevin C. Bourque

_____
Kurt D. Schaefer

Litchfield Board of Selectmen