



**TOWN OF NEWMARKET, NEW HAMPSHIRE  
TOWN COUNCIL AGENDA**

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**REGULAR MEETING JUNE 17, 2015 7PM  
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

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**5:30 P.M. NON-PUBLIC RSA 91-A:3 II**

**1) Pledge of Allegiance**

**2) Public Forum** *\*\*Public Forum is an opportunity for the public to address the Town Council. All comments should be addressed to the Chair of the Council. No person will be allowed to speak longer than 5 minutes.\*\**

**3) Public Hearing: None**

**4) Town Council to Consider Acceptance of Minutes**

- a) Minutes of June 3, 2015
- b) Non-Public Minutes of June 3, 2015

**5) Report of the Town Administrator**

**6) Committee Reports**

**7) Old Business**

- a) Ordinances and Resolutions in the 2<sup>nd</sup> Reading
  - i. Resolution #2014/2015-64 *The Purchase of a Chevrolet Pickup Truck for Public Works*
  - ii. Resolution #20014/2015-65 *The Purchase of 2015 Mahindra 1538 HST Tractor for Public Works*
- b) Ordinances and Resolutions in the 3<sup>rd</sup> Reading Ordinance
  - i. **4<sup>th</sup> Reading:** Resolution #2014/2015-49 *Town Council Rules for Proceedings*
- c) Items Laid on the Table – NONE *(Items will remain on the table unless a member of the Town Council moves to remove the item.)*

**8) New Business/Correspondence**

- a) Town Council to Consider Nominations, Appointments and Elections
- b) Ordinance and Resolutions in the 1<sup>st</sup> Reading
  - i. Resolution #2014/2015-66 *Authorizing the Town Administrator to Enter into an Agreement with Tri State Curb for Installation of Granite Curb Stone for Bennett Way*
- c) Correspondence to the Town Council
- d) Closing Comments by Town Councilors

**9) Adjournment**

**DRAFT**

**TOWN OF NEWMARKET, NEW HAMPSHIRE  
TOWN COUNCIL REGULAR MEETING**

**June 3, 2015 7:00 PM**

PRESENT: Council Chairman Phil Nazzaro, Council Vice Chairman Gary Levy, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Larry Pickering, Councilor Amy Burns

EXCUSED: Councilor Dale Pike

ALSO PRESENT: Town Administrator Steve Fournier, IT Director Doug Poulin, Water & Wastewater Director Sean Greig, Public Works Director/Fire Chief Rick Malasky, Interim Finance Director Matt Angell, Police Chief Kevin Cyr, Engineer Tim Vadney of Wright-Pierce

**AGENDA**

Chairman Phil Nazzaro welcomed everyone to the June 3, 2015 Newmarket Town Council Meeting and called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance. He announced that Councilor Pike was excused.

**Presentation of the Boston Post Cane to Evelyn Rodier LaBranche**

Chairman Nazzaro announced a special event at the meeting, the presentation of the *Boston Post Cane* to *Evelyn Rodier LaBranche*. He then read the proclamation presented by the Town of Newmarket.

Chairman Nazzaro said that Evelyn Rodier LaBranche was born in Newmarket on November 13, 1913. She attended St. Mary's School as a child, and eventually married Terry LaBranche. She had two daughters and now had two grand-daughters and four great-grandchildren, plus two fifth-generation great-grandchildren. Evelyn first worked as a silk winder at Galant's Silk Mill for several years, after which she was employed stitching shoes at Sam Smith & Royce Shoe Factories in Newmarket. Her life-time interests included flower gardening, crafts, cooking and entertaining guests. She was an active member of several clubs and organizations in Town and remained a member of the Walking Club into her eighties. Evelyn Rodier LaBranche is a very optimistic person with a great outlook on life. She loves people and needs to be aware of what is going around her. She believes in the importance of family life and takes great pride in knowing she is the matriarch of a five-generation family. She was eventually forced to give up driving for safety reasons, and has now been a resident of Holy Cross Health Center since 2009.

Chairman Nazzaro presented the Boston Post Cane to Evelyn Rodier LaBranche along with a beautiful bouquet of flowers. The event was photographed and Evelyn Rodier LaBranche spoke briefly thanking the Town of Newmarket for the honor.

## **PUBLIC FORUM**

Chairman Nazzaro opened the Public Forum at 7:14 pm and asked if anyone from the public wished to speak.

Police Chief Kevin Cyr addressed the Council regarding the lack of pay increases and/or adjustments for his staff in the Police Department. He said that specifically there had been no pay adjustments, and that raises were below cost-of-living increases. He stated that for three (3) consecutive years there had been no pay increases in his department. He said that any 2013 Merit Pool increases had not exceeded 2%, with non-union employees not being rewarded at all despite an 8.8% cost-of-living increase. He felt that this indicated that employee performances were not deserving of a raise, and felt that he was not getting a definitive answer to his questions. He added that health insurance costs had also risen 8%. Chief Cyr said that as a result of Collective Bargaining his officers did get raises, but that they did not see a future in the Newmarket Police Department. He stated that he had been given a 2-week notice for the resignation of two (2) key people on his staff. He said that other communities had been giving raises and that police salaries in Newmarket were currently 10% below their peers in the area. He stated that he was concerned that efforts for the Newmarket Police Department would eventually end in turnover due to inadequate compensation, and felt that the Town Council should determine a cost-of-living adjustment for the entire Town. Chief Cyr stated that he planned to take any extra money left in Police Department funds at the end of the fiscal year to cover raises for his non-union employees retroactive to July 2014. He said this amounted to approximately \$9,300 for two (2) Lieutenants and one (1) Administrative Assistant. He recommended that the Town end Merit Pool and salary reviews as they were not working, and that something needed to be done to avert the crisis.

Town Administrator Fournier stated that the Merit Pool raises had been held up due to the snow emergency issue, but that there was enough money available in the pool to cover salary increases retroactively. He said that the Merit Pool would be distributed next week and that in future it would be completed by August/September. He added that he could not find a pay classification for the Town. Chairman Nazzaro said that they formerly had steps in place but had gotten rid of them. Town Administrator Fournier said that 2016 increases would be available on July 1<sup>st</sup>.

Chairman Nazzaro closed the Public Forum at 7:28 pm.

**PUBLIC HEARING** - None

## **TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

**Acceptance of the Minutes of the Regular Meeting of May 20, 2015**

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Councilor Thompson made a motion to accept the minutes of the regular meeting of May 20, 2015, and Councilor Weinstein seconded.

Changes/Corrections: Vice Chair Levy requested clarification to a statement attributed to him under the discussion following the Public Hearing on the bike path on page 4 with regard to Route 108 safety issues. He also asked for a correction to his statement under Committee Reports about the Planning Board on page 15 regarding recommendations by Strafford Regional Planning for more affordable housing. The minutes were corrected as requested.

Town Administrator Fournier polled the Council and the minutes of the regular meeting of May 20<sup>th</sup> were approved as amended by a vote of 5-0, with 1 abstention.

### **Acceptance of the Minutes of the Non-Public Meeting of May 20, 2015**

Councilor Thompson made a motion to approve the minutes of the Non-Public Meeting of May 20, 2015, which was seconded by Councilor Weinstein

Town Administrator Fournier polled the Council and the minutes of the Non-Public Meeting of May 20, 2015 were approved by a vote of 5-0, with 1 abstention.

### **REPORT OF THE TOWN ADMINSTRATOR**

Chairman Nazzaro asked why no departmental reports had been included in the packet, and Town Administrator Fournier replied that they were included at the 2<sup>nd</sup> monthly meeting.

Town Administrator Fournier first discussed the **Water Emergency** as Newmarket was currently experiencing moderate drought conditions. He said that he and the Water & Sewer Superintendent were monitoring the water levels of the Town, and that they were currently under a Stage II water emergency. He explained that this meant that homes and businesses on the Town water supply were restricted as to when they could water their lawns. He said that he was planning to issue a Stage III water emergency with further restrictions unless there were dramatic changes to the water supply. Town Administrator Fournier next addressed **COAST Route 7** stating that the bus route would be continuing in a modified manner. He said that he had worked with the Town Manager of Exeter and the Executive Director of COAST to first assure ADA transit service would continue to be available. He explained that the new bus route would circle between Exeter and Newmarket allowing people to get to Exeter Hospital and shop in Exeter/Stratham three (3) days during the week and on Saturday. He added that this would be complemented by the Wildcat Transit bus system allowing people to get to Dover and Portsmouth. He said that the schedules had not yet been announced but that the service would begin on June 29, 2015, and would be in press tomorrow.

Town Administrator Fournier next addressed the **Regional Waste Water Treatment Facility**, saying that they were continuing to monitor the Town of Exeter and the City of Portsmouth regarding their wish to establish a regional Waste Water Treatment Facility at the Pease Tradeport. Due to cost of the regional plan, the city of Portsmouth had decided to upgrade their current facility on Pierce Island. He said that

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though he would continue to work with Exeter on the plan, the regional option would not be going forward as part of this project. He stated that the next **Regional Economic Development Forum** would be held the morning of the next Town Council meeting. He said the first meeting had been well attended and the Newmarket Town Council had been commended on their successful development of the downtown.

## **COMMITTEE REPORTS**

Town Administrator Fournier stated that the Highway Safety Committee had met to discuss the parking situation in downtown Newmarket. He said they reported that they could not get a fire truck safely up the main street without a significant purchase of land by the Town for widening access.

## **OLD BUSINESS**

### **ORDINANCES AND RESOLUTIONS IN THE 2<sup>ND</sup> READING**

#### **Resolution #2014/2015-54 Auditorium Equipment – Channel 13**

Councilor Thompson made a motion to approve *Resolution #2014/2015-54 Auditorium Equipment – Channel 13*, and Councilor Weinstein seconded.

Town Administrator Fournier gave an overview of the resolution request, which was to upgrade sound, recording, and display equipment in the Auditorium with funds from the Comcast Capital Reserve Fund, which had a balance of \$70,000. He said he had received three (3) quotes and recommended going with the lowest bidder Access A/V at \$40,390, adding that two of the quotes had not included installation of the systems.

Discussion: Vice Chair Levy asked if all the costs would be covered by Comcast and Town Administrator Fournier replied that they would, from the collection of franchise fees. IT Director Doug Poulin stated that Access A/V had matched the price and that B&H had been quoted online. Councilor Weinstein said that it was helpful to have the balance in the fund, but wanted a narrative of the plan and where this project would fall on the schedule. Councilor Thompson also asked for an update on projections with regard to the Capital Improvement Plan.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2014/2015-54* passed by a vote of 6-0

#### **Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100-Watt Digital Mobile Radio for Police Department**

Vice Chair Levy made a motion to approve *Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100-Watt Digital Mobile Radio for Police Department*, which was seconded by Councilor Burns.

Police Chief Cyr stated that he would address both *Resolution #2014/2015-56* requesting the *Mobile Radio* purchase and *Resolution #2014/2015-57* requesting a new *Ford Police Cruiser* for the Police Department. He said that the mobile radios in the police cruisers were 15 years old and out-of-date and that they were being repaired with parts that had been saved. He said that the State bid for the new Motorola Radio was \$3,999 with a State bid of \$28,234 for the cruiser. He said he had received three (3) quotes for the emergency lighting, sirens, and equipment setup for the cruiser, and that Adamson Industries Corp. and Ossipee Mountain Electronics Inc. had included the radio in their quotes.

Discussion: Vice Chair Levy asked if the Cruiser being purchased would be a 4-wheel drive vehicle, and Chief Cyr specified that it would be all-wheel drive. Chief Cyr said that the Adamson quote had come in at \$21,910 and that Ossipee Mountain had set up the last two (2) cruisers purchased by the department. Vice Chair Levy asked if the decision was competitive, and Chief Cyr replied there had been approximately \$250 difference between the quotes. Councilor Thompson questioned the total cost for the vehicle and related equipment "not to exceed \$49,100" on *Resolution #2014/2015-56* and Chairman Nazzaro said that the amount requested was lower than what was stated in the resolution. Town Administrator Fournier explained that the cost of the vehicle alone came to \$28,234 and needed to be included in the total. Councilor Burns asked why the two resolutions could not be combined as one. Chairman Nazzaro mentioned the cost of the radio not being included in *Resolution #2014/2015-57*. Chief Cyr replied that the cost of the cruiser had come in at least \$7,000 under and the radio had been \$750 less. Town Administrator Fournier explained that the money would be coming from two (2) separate funds, and that the radio was not included in the \$49,100. He recommended the Council make a motion to amend and remove the 4<sup>th</sup> "whereas" in *Resolution #2014/2015-56*.

Vice Chair Levy made a motion to amend *Resolution #2014/2015-56* by removing the 4<sup>th</sup> "whereas", and the motion was seconded by Councilor Thompson.

Town Administrator Fournier polled the council and *Resolution #2014/2015-56* was approved as amended by a vote of 6-0.

**Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup**

Councilor Weinstein made a motion to approve *Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup*, which was seconded by Councilor Burns.

Town Administrator Fournier polled the council and *Resolution #2014/2015-57* was approved by a vote of 6-0.

**Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police/Dispatch Center**

Councilor Weinstein made a motion to approve *Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police/Dispatch Center*, which was seconded by Vice Chair Levy.

Police Chief Cyr explained that there had been a power outage at the Police Dispatch Center, which had a battery backup system. He said that the APC had failed as it was 15 years old, and that it was needed to help power the entire dispatch center. He said that by replacing the APC module, the problem should be fixed. He added that it was really a Capital item and that they were only requesting the exact cost they had already paid for the purchase, which was one part from a single-source vendor.

Discussion: Vice Chair Levy asked if a surge-suppression system was in place and Chief Cyr replied that there was and that the new system could not die even on battery backup power. Councilor Weinstein asked if they anticipated that the entire unit would eventually die due to the age of the system, and Chief Cyr replied that everything had already been replaced except the brains.

Town Administrator Fournier polled the council and *Resolution #2014/2015-58* was approved by a vote of 6-0.

**Resolution #2014/2015-59 Purchase of Two Nitornox Field Units for Fire/Rescue Department**

Councilor Thompson made a motion to approve *Resolution #2014/2015-59 Purchase of Two Nitornox Field Units for Fire/Rescue Department*, which was seconded by Vice Chair Levy.

Public Works Director/Fire Chief Rick Malasky stated that he was requesting the purchase of the equipment which was newly available and now included in the NH Patient Care Protocol. He said they were requesting funds of \$8,000 be transferred from the Ambulance Revolving fund as they currently had no medications on the ambulance to treat pain. He said that it was the only drug for severe pain that could be administered by the department, as all others required administration by an EMT. Councilor Thompson explained that it was not a pain killer but a hallucinogenic agent which caused relaxation. She questioned that if two (2) Nitornox units were needed by the department at \$3,750 each, why they were requesting the amount \$8,000. Public Works Director Malasky replied that the total would be less and that it would not exceed the \$8,000 amount. Vice Chair Levy stated that from a liability standpoint for the Town, some people should not be given any administered medications, and said he wanted to make sure they did not exacerbate any issues. Chairman Nazzaro asked if proper training would be provided, and Public Works Director Malasky replied that there would be sufficient training due to the extensive protocol required for administering the drug. Councilor Pickering asked if the drug was being used by surrounding communities and Public Works Director Malasky replied that he was not sure. Councilor Thompson asked that it be specified in the resolution "not to exceed \$8,000".

Councilor Thompson made a motion to amend *Resolution #2014/2015-59* to state "an Ambulance Revolving Fund transfer not to exceed \$8,000", which was seconded by Vice Chair Levy.

Town Administrator Fournier polled the council and *Resolution #2014/2015-59* was approved as amended by a vote of 6-0.

**Resolution #2014/2015-60 Agreement with Wright-Pierce Engineers for Construction Services for WWTP Project**

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Councilor Thompson made a motion to approve *Resolution #2014/2015-60 Agreement with Wright-Pierce Engineers for Construction Services for WWTP Project*, which was seconded by Councilor Weinstein.

Water & Wastewater Director Sean Greig stated that the City of Portsmouth had recently committed to upgrading their Wastewater Treatment Plant on Pierce Island and were just beginning construction. He said that the EPA was aware that the Newmarket Town Council would be voting on the issue tonight. He said that the contract with Wright-Pierce had been reviewed by the New Hampshire Department of Environmental Services and the Newmarket Town Attorney. He said that Project Engineer Tim Vadney of Wright-Pierce was present at the meeting to answer any questions.

Discussion: Vice Chair Levy asked about the plan to address the regionalization project and the timing of the plan. Wright-Pierce Engineer Vadney replied there were still no regional plan numbers for Portsmouth, just the numbers for upgrading their Pierce Island project, and that most likely the project would not go forward.

Town Administrator Fournier polled the council and *Resolution #2014/2015-60* was approved by a vote of 6-0.

**Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project**

Councilor Burns made a motion to approve *Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project*, which was seconded by Councilor Weinstein.

Water & Wastewater Greig stated that Wright-Pierce had recommended awarding the construction project for the Wastewater Treatment Facility upgrade to Apex Construction as the lowest bidder for the project.

Discussion: Vice Chair Levy questioned the statement that there was no guarantee Apex Construction would remain within the bid price, and asked why they would not be held to the amount. Wright-Pierce Engineer Vadney replied that they were held to the bid price, as it was paid from Bonding if the company should go out of business. Vice Chair Levy asked if they would still be committed to the price if they ran into any unforeseen problems. Wright-Pierce Engineer Vadney said that he had worked on 4 or 5 such projects over the last 15 years and none had gone over the bid amount. Vice Chair Levy asked if language should be added to specify "barring any unforeseen problems". Town Administrator Fournier said that Wright-Pierce was already saying they were not guaranteeing what Apex did, and that he would adjust the wording in the contract.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2014/2015-61* passed by a vote of 6-0.

**Resolution #2014/2015-62 Transferring Funds from Downtown TIF Capital Reserve Fund**

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Councilor Thompson made a motion to approve *Resolution #2014/2015-62 Transferring Funds from Downtown TIF Capital Reserve Fund*, and the motion was seconded by Vice Chair Levy.

Interim Finance Director Matt Angell explained that funds were set aside annually to pay off the Downtown TIF debt service. He said that he was requesting two (2) withdrawals from the Downtown TIF Capital Reserve Fund for this purpose. He said that the TIF fund had been closed and withdrawals were made yearly to pay off the interest on the debt. Vice Chair Levy asked if this meant the funds were more "on-paper" funds only. Interim Director Angell replied that the funds were withdrawn from the Capital Reserve fund and transferred to a US Bond bank. Town Administrator Fournier explained that there was no provision in the Bond agreement allowing the Town to pay off the loan earlier, therefore Town had to withdraw the funds yearly to cover the debt.

Town Administrator Fournier polled the Council and *Resolution #2014/2015-62* passed by a vote of 6-0.

#### **Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers**

Vice Chair Levy made a motion to approve *Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers*, which was seconded by Councilor Weinstein.

Interim Finance Director Angell explained that at the end of the year all outstanding costs needed to be covered in the budget. He presented an overview of some of the requested transfers and said that he had asked all departments to contribute funds to offset the costs. He said that several of the larger overages were in the Public Works Department for winter road and vehicle maintenance and for administrative overtime costs. Some of the other major overages included Health Insurance costs, legal expenses, Economic Development operating expenses, Town Hall maintenance and Fire & Rescue part-time salaries. He stressed that the Merit Pool had been preserved in the plan.

Discussion: Councilor Thompson questioned whether there should be a dollar amount for the sub-total, and Interim Finance Director Angell explained that the sub-total had to be zero. Town Administrator Fournier suggested that just a total of the transfers be provided, and Interim Finance Director Angell said that he could break the transfers out separately from the list. Vice Chair Levy asked for a copy of the budget transfer list with a separate sheet providing the breakdown for each department requesting funds. Town Administrator Fournier explained that the Council needed to know the actual expenditures including the transfers.

Town Administrator Fournier polled the Council and *Resolution #2014/2015-63* passed by a vote of 6-0.

#### **ORDINANCES AND RESOLUTIONS IN THE 4<sup>TH</sup> READING**

##### **Resolution #2014/15-49 Town Council Rules for Proceedings**

Chairman Nazzaro asked that *Resolution #2014/15-49 Town Council Rules for Proceedings* be held for another reading with the full Council present.

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Town Administrator Fournier reminded the Council that no changes to the rules were being proposed.

**ITEMS LAID ON THE TABLE - None**

**NEW BUSINESS/CORRESPONDENCE**

**TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS**

**Resignation: Cemetery Trustees – Victoria Bram Term Expires March 2016**

Town Administrator Fournier explained that Victoria Bram was moving to Dover and had submitted a letter of resignation from the Cemetery Trustees.

Councilor Weinstein made a motion to accept the resignation of *Victoria Bram* from the *Cemetery Trustees*, and the motion was seconded by Councilor Thompson.

Town Administrator Fournier polled the Council and the motion to accept the resignation of Victoria Bram from the Cemetery Trustees passed by a vote of 6-0.

**ORDINANCES AND RESOLUTIONS IN THE 1<sup>ST</sup> READING**

**Resolution #2014-15-64 The Purchase of a Chevrolet Pickup Truck for Public Works**

Chairman Nazzaro read *Resolution #2014-15-64 The Purchase of a Chevrolet Pickup Truck for Public Works*, in full.

**Resolution #2014-15-65 The Purchase of a 2015 Mihindra 1538 Tractor for Public Works**

Chairman Nazzaro read *Resolution #2014-15-65 The Purchase of a 2015 Mihindra 1538 Tractor for Public Works*, in full.

**CORRESPONDENCE/CLOSING COMMENTS**

Councilor Weinstein announced that the Roadside Cleanup had been held on May 16<sup>th</sup> and 64 bags of trash had been collected. She thanked the Conservation Commission, the Department of Public Works, and the people who volunteered to help with the cleanup. She said that she appreciated the comments made earlier by Police Chief Cyr and wanted a plan set up on how to address his concerns. She also asked that a Capital Improvement Plan (CIP) narrative be provided.

Councilor Pickering asked for the status on the contract made in 2013 with the Interim Finance Director. Town Administrator Fournier replied that it had been found cost effective to keep the contract.

Chairman Nazzaro emphasized the importance of Police Chief Cyr's comments, suggesting it be included on the agenda for the next meeting so that it could be addressed by the Council.

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**ADJOURNMENT**

Councilor Weinstein made a motion to adjourn the meeting, which was seconded by Vice Chair Levy. The meeting was adjourned at 8:50 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

STEPHEN R. FOURNIER  
TOWN ADMINISTRATOR

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FOUNDED DECEMBER 15, 1727  
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE  
OFFICE *of the* TOWN ADMINISTRATOR

**REPORT OF THE TOWN ADMINISTRATOR**  
**June 17, 2015**

**Pay and Classification System:** At the last meeting, there was discussion on the establishment of a pay and classification system. I wanted to clarify some of the items that were discussed and the steps we are taking to address this. First, it seems from reviewing files the process was suspended around the year 2005, as that was the last time a salary survey was conducted.

Let's begin with the Town Charter. Section 6.2 outlines the creation of a personnel plan or personnel policy. We comply with this section of the Town Charter. It states that the Council needs to create a personnel plan. The following is the wording:

**Sec. 6.2. - Personnel Plan.**

There shall be a set of rules and regulations providing for the establishment of a system of personnel administration known as the "Personnel Plan". The Plan shall include provisions with regard to classification, compensation, selection, training, promotion, grievances, discipline, vacations, retirement, and any other matters necessary to the maintenance of efficient service and proper working conditions. The Personnel Plan shall continue in force, subject to amendments submitted from time to time by the Administrator. The Council shall consider and act on said amendments within ninety (90) calendar days after the submission, failing which they are deemed to have been rejected. The Personnel Plan shall not apply to any elected officials, board and commission members, and other officers appointed solely by the Council. Each employee shall be provided with a written job description prepared by the Administrator and subject to Council review.

(Amd. of 5-9-1995; Amd. of 3-11-2014)

The section that may be in question is the portion that requires the classification and compensation of employees. When we look at the Personnel Policy, Article 3 states that the Town Administrator and the Town Council shall be responsible for a pay plan, which consists of a minimum and maximum rate for each position. In addition, the Town Administrator shall conduct a salary survey every three years and suggest changes to the Town Council to the plan. Beyond, the Town Administrator may approve merit increases if funding is available in the budget.

The personnel policy states adjustments must be made every three years. Pursuant to Section 3.01 (b) (i) of the personnel policy, I have instructed the Finance Director to do so and we will have a report to the Town Council in August for the changes in salary to be implemented in the FY17 Budget.

In addition, any merit increases shall take effect on July 1 (Section 3.01 (d) (i)), if funds are available. Funds first became available in FY14 operating budget, and were retroactive to July 1. FY15 will be retroactive to July 1. In the future, all evaluations should be finished 30 days prior to the beginning of the fiscal year in order to have the merit increases in place for July 1. We will be conducting reviews shortly and will again make any changes retroactive to July 1. This will get us on the schedule as outlined in the personnel policy.

**Meeting with the County Commissioners:** The Town Council has received a letter (attached) inviting the Town to send one representative to a meeting with the County Commissioners on July 16 to discuss the following topics:

1. Dispatch Services
2. Central Bidding/Procurement
  - a. Electricity Suppliers/Rates
3. County Services Offered
4. County Services Recommended

As the invitation allows for only one individual from each community, the Town Council Chair and I discussed sending me, if there is no objection. I will provide a report after the July 16 meeting.

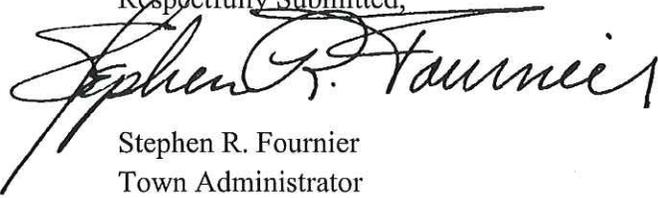
**FY2015 Operating Budget:** At the end of May, the FY2015 Operating Budget had 88% remaining in it. This is slightly higher than FY14 when we had 86% remaining in the budget. This number does not include the disbursement of \$50,000 merit pool.

Revenues continue to do well, with 103% of revenues collected for the year. At this same point last year we were at 102%.

**Pedestrian Crossing near School:** The School has asked the Town for assistance in installing two manually operated solar crossing beacons near the High School. The school department has indicated that they are going to begin using the former Perkins building as a classroom. In order

to provide for safe crossing, it was determined that the beacons should be installed. The school department will be purchasing them and public works department will install them. This will cut the cost of the project in half to about \$8,000.

Respectfully Submitted,

A handwritten signature in black ink, reading "Stephen R. Fournier". The signature is written in a cursive style with a large, sweeping initial "S".

Stephen R. Fournier  
Town Administrator

### **Article 3. COMPENSATION AND HOURS OF WORK**

#### **Section 3.01 Compensation System**

(a) GENERAL POLICY.

The Town Administrator and Town Council, shall be responsible for the development and maintenance of a uniform and equitable pay plan for the Town which shall consist of minimum and maximum rates of pay for each position and such intermediate steps as deemed necessary and equitable. Wages shall be linked directly to the position classification plan and may take into consideration the following factors:

- (i) Ranges of pay for other positions.
- (ii) Prevailing rates of pay for similar employment in both public and private organizations.
- (iii) Cost of living factors.
- (iv) Other benefits received by employees.
- (v) The financial policy and economic conditions of the Town.

(b) PAY PLAN DEVELOPMENT AND ALLOCATION.

- (i) The Town Administrator, or designee, shall conduct a study of salary levels and shall make adjustment recommendations to the Town Council at least every three (3) years. Implementations of adjustments are subject to the availability of funds.
- (ii) The Town Administrator shall assign each position level to a pay range based upon the relationship to other levels as defined in the position level plan and by market data.

(c) APPOINTMENT.

- (i) Pay for newly hired employees shall normally be set at the minimum of the pay range assigned to a job class. However, the Town Administrator may approve hires up to the range of midpoint, as warranted by job qualifications and experience subject to the availability of funds.
- (ii) The Town Administrator shall not authorize hiring above the midpoint of a pay range except in unusual circumstances.

(d) MERIT INCREASE.

- (i) The Town Administrator, upon approval of the Town Council, shall adopt merit increase guidelines effective July 1 of each calendar year subject to funding in the approved budget.
- (ii) Regular full-time and part-time employees are eligible to receive a merit increase.
- (iii) Employees at or above the pay range maximum and employees whose performance is rated less than successful, shall not be eligible to receive a merit increase
- (iv) A part-time employee is eligible to receive a merit increase in the same amount of elapsed calendar time on the job as a full-time employee.
- (v) The Department Supervisor, or designee, must complete an employee's performance evaluation within thirty (30) days preceding the effective date of a merit increase.
- (vi) A merit increase shall not exceed the range of maximum assigned to a position level.

(e) SELECTIVE SALARY ADJUSTMENT.

The Town Administrator may recommend a selective salary adjustment regarding an employee or group of employees. The Town Administrator shall submit a written rationale supporting the recommendation to the Town Council and indicating where funds are available in order to implement said adjustment.

(f) LONGEVITY ADJUSTMENT.

All permanent, full-time employees hired prior to September 1, 2013 shall be paid annually after completing five (5) full years of employment, a longevity benefit according to the following schedule:

<u>Anniversary</u>	<u>Longevity Payment</u>
5th – 10th Years	\$225.00
11th – 15th Years	\$450.00
15th – 20th Years	\$675.00
21st and higher	\$900.00

The above longevity benefits shall be paid to all employees so entitled during the first period in the month of December. Employees shall be employed at the time of disbursement in order to be eligible for this benefit. Proration of this benefit for separated employees shall not be permitted.

(g) COST OF LIVING ADJUSTMENTS (COLA).

The Town Council shall determine the cost of living adjustment that will be provided to each employee on an annual basis

(h) PROMOTION.

- (i) At the discretion of the Town Administrator, a salary increase shall be granted to an employee receiving a promotion. If the new salary is below the minimum of the new range, it shall be increased to the new minimum.
- (ii) The Town Administrator may approve an increase up to the midpoint of the new range when a promotion results from a competitive recruitment to a new position level. Such an adjustment shall be based on exceptional qualification and subject to the availability of funds.

(i) ORDER OF SALARY CALCULATION.

Multiple categories of pay increases awarded simultaneously shall be calculated in the following order:

- A. Cost of living adjustment.
- B. Merit.
- C. Selective adjustment.
- D. Promotion.
- E. Longevity.

(j) REASSIGNMENT.

Except when due to a demotion or a disciplinary action, an employee who is reassigned shall be paid at least the same salary received prior to the assignment.

(k) RECLASSIFICATION.

- (i) If the Town Administrator reclassifies a position to a higher level, the Town Administrator shall adjust the incumbent's salary to at least the minimum of the new range and may give a salary increase, based upon increased responsibility.
- (ii) A reclassification increase is subject to the availability of funds.
- (iii) If the Town Administrator reclassifies a position to a lower level, the incumbent's salary shall reflect the new classification.

(l) DEMOTION.

If an employee is demoted, either voluntarily or involuntarily, the Town Administrator may treat the employee's salary according to Section 3.01(k)(iii) above or reduce the salary to the applicable pay range.

**Section 3.02 Reporting of Time Worked**

It is important that your time be accurately reported so that you are compensated for the hours that you work. All employees are required to complete time sheets or punch a time clock or complete an attendance sheet, as applicable. No one is authorized to punch a time clock on your behalf, and falsification of time records could lead to disciplinary action, up to and including separation from employment. Your supervisor will provide you with details concerning your obligation to report all time you have worked.

**Section 3.03 Pay/Pay Periods**

Employees are informed as to their rates of pay and the pay period at the time that they are hired. Rates of pay are reviewed periodically and may be adjusted. If you have any questions regarding your rate of pay, please see the Finance Director.

Employees are paid on a biweekly basis on Wednesdays for all hours worked during the preceding calendar weeks. Please review your paycheck for errors. If you find a mistake, report it to the Finance Director immediately. Paychecks will be distributed only to you by your supervisor or designee, unless you provide the Town with written authorization for someone else to receive your paycheck or you have elected to have your funds deposited through direct deposit to a your designated bank or financial institution.

**Section 3.04 Workweek/Hours of Work**

The Town's workweek begins on Sunday at 12:00 a.m. (midnight) and ends on Saturday at 11:59 p.m. Because of the nature of our business, your work schedule may vary depending on your job and department. When hired, the Department Supervisor will inform you of your hours of work.



# Rockingham County Commissioners

119 North Road  
Brentwood, New Hampshire 03833

Thomas Tombarello, Chair  
Kevin L. Coyle, Vice Chair  
Kevin St. James, Clerk

**RECEIVED**

JUN - 8 2015

TOWN OF NEW MARKET  
ADMINISTRATOR'S OFFICE

Town Council  
186 Main St  
Newmarket, NH 03857

June 5, 2015

Dear Newmarket Town Council:

Throughout the early months of 2015, we have been meeting individually with several of the Towns and City we represent in the County to discuss the 2015 budget and issues that are relevant to you. Through feedback from these meetings, we found it would be beneficial to hold a forum inclusive of representatives from all Boards of Selectmen and Councils in Rockingham County.

We have set a meeting date of Thursday, July 16, 2015 at 6:00pm, to be held in the Hilton Auditorium of the Rockingham County Nursing Home (117 North Road, Brentwood, NH). The proposed agenda for this meeting includes the following topics:

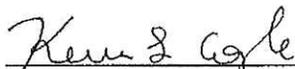
1. Dispatch Services
2. Central Bidding/Procurement
  - a. Electricity Suppliers/Rates
3. County Services Offered
4. County Services Recommended

We cordially invite you to send one representative from your Town or City to participate, as your input is essential in ensuring the best use of County resources. If you are able to attend, please RSVP with your representative's name and contact information by Monday, July 6, via email, phone, or fax listed below.

We look forward to meeting with you and exploring how we can strengthen the County's partnership with Newmarket.

Sincerely,

  
Thomas Tombarello, Chair

  
Kevin L. Coyle, Vice Chair

  
Kevin St. James, Clerk



# Department Heads Monthly Reports to the Town Council and Town Administrator

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## Police Department

### **Activity:**

As of the end of May the dispatch center handled 7443 calls for service. Year to date the police departments has covered 51 reportable motor vehicle accidents, made 85 custodial arrests and has initiated 133 criminal investigations. There have been no unusual reported events and activity is on track to be consistent with last year.

A new challenge for New Hampshire law enforcement beginning July 1, 2015 will be the enforcement of the new hands free driving law. Beginning July 1<sup>st</sup>, drivers observed talking on their telephone and not using a hands free device are subject to a fine of up to one hundred dollars for the first offense. The Department of Safety and the New Hampshire Chiefs of Police Association have instituted a media campaign to inform drivers of the upcoming law change.

Although it will present a challenge for law enforcement to educate the motoring public about the law, from a safety perspective it is long overdue. Many accidents are caused by distracted drivers who have one hand on their phone and one hand on the controls. Drivers concentrating on their telephone conversations instead of safely operating their vehicle have been responsible for an increase in motor vehicle fatalities nationwide caused by distracted driving.

The Police Department will begin directed patrols aimed at educating the public about the dangers, and enforcing the new statute. We hope to report our success in future monthly reports.

### **Personnel:**

There are no changes from last month to report and we are fully staffed.

### **Emergency/Critical Incident Plans:**

As I have mentioned in previous monthly reports, we have been updating our local emergency response plans to critical incident plans. The Seacoast Emergency Response Team Board of Directors has developed a response guide to assist local agencies and their

dispatch centers to better control the assets that respond to an emergency scene. Our response guide has been so well received that most of the local agencies in Rockingham County have adopted the guide.

Recently Chief Kane from Exeter PD met with the Department of Homeland Security, the State Police, the NH Attorney General's Office and Members of the NH Fire Chiefs to present the guide. It was so well received that the Department of Homeland Security has asked us to help them roll it out on a statewide basis.

As a result of this initiative two members of my supervisory team and I will be attending advance Incident Command training later this month. This training will better our agency's ability to effectively respond to any critical incident should one occur in our community.

**Presentations:**

Recently Officer Nick Drew and I presented plaques of appreciation to the Stratham/Newfields Veterinary Hospital and our local Aubuchon Hardware store. The plaques were award in recognition of their financial assistance for our Canine Program. Aubuchon Hardware graciously donated food, and Stratham/Newfields Veterinary Hospital donated veterinary care for K-9 Nicki.



	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>Previous Year % Expended</u>
<i>Police Total</i>	1,264,752.00	108,805.26	1,095,577.53	169,174.47	87%	84%

**Fire and Rescue Department**

- For the month of May the department responded to 84 calls for service of those 41 were medical calls transporting 34 patients to area hospitals. The ambulance responded to Newfields for eight medical calls transporting six patients. The ambulance also responded to Durham two times. The Ladder and Engine responded to Durham five times for coverage and a school bus accident. We also sent crews to Ossipee and Hooksett for large forest fires. The month of May has been very dry and the fire danger is very high for our area still. Until we get some wet weather, the state has banned all outside burning statewide.
- On Saturday May 23<sup>rd</sup> the ambulance was dispatched to Magnolia Lane for a female in labor. Before the crew could make it to Wentworth Douglas Hospital in Dover, the baby was delivered in the back of our ambulance. The crew consisted of Bob Daigle, Garrett Thompson, Tyler Dodds and Exeter ALS Paramedic Eric Jaegar. Although we train for calls like this all the time it's very rare to experience this type of call in one's career. As the baby was being delivered it presented a nuchal cord. The crew was able to remove the cord from around the baby's neck and make a very successful delivery of a healthy baby boy! I commend these individuals for doing a great job, all their training kicked into action and mom and baby are doing great today. I will be recognizing these individuals with medals of merit. I have spoken with the mom and she is going to let this story go public so you will soon see or hear about it in the press.
- Fire permits are now available online at <https://nhdfweb.sovsportnet.net/>. The state does charge a \$3 admin fee for this service. Residents can still get permits at the fire station Monday thru Friday from 7am to 5pm for free there is only a charge for the online service.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount</u> <u>Remaining</u>	<u>%</u> <u>Expended</u>	<u>Previous</u> <u>Year</u>	<u>%</u> <u>Expended</u>
<i>Fire &amp; Rescue Total</i>	335,785.00	27,933.79	320,454.06	15,330.94	95%		95%

# Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 6/1/2015 10:32:31 AM



## Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 05/01/2015 | EndDate: 05/31/2015

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
<b>AID TYPE: Automatic aid received</b>				
05/04/2015	2015-378	133 Lita LN	113 - Cooking fire, confined to container	1 - Station 1

Percentage of Total Incidents: 1.19%

<b>AID TYPE: Mutual aid given</b>				
05/04/2015	2015-380	20 Strafford AVE	571 - Cover assignment, standby, moveup	1 - Station 1
05/09/2015	2015-392	Connor Pond RD	141 - Forest, woods or wildland fire	1 - Station 1
05/22/2015	2015-412	Newmarket Rd	322 - Motor vehicle accident with injuries	1 - Station 1
05/22/2015	2015-414	51 College Road RD	571 - Cover assignment, standby, moveup	1 - Station 1
05/24/2015	2015-420	51 College	571 - Cover assignment, standby, moveup	1 - Station 1
05/27/2015	2015-430	7 Garrison ave	571 - Cover assignment, standby, moveup	1 - Station 1
05/30/2015	2015-441	15 Hooksett FD/ 15 Legends Dr	900 - Special type of incident, other	1 - Station 1

Percentage of Total Incidents: 8.33%

<b>AID TYPE: Mutual aid received</b>				
05/03/2015	2015-373	131 New RD	365 - Watercraft rescue	1 - Station 1
05/04/2015	2015-376	6 South ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
05/04/2015	2015-377	202 Piscassic ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
05/08/2015	2015-388	Bass ST	142 - Brush or brush-and-grass mixture fire	1 - Station 1

Percentage of Total Incidents: 4.76%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

# Newmarket Fire & Rescue

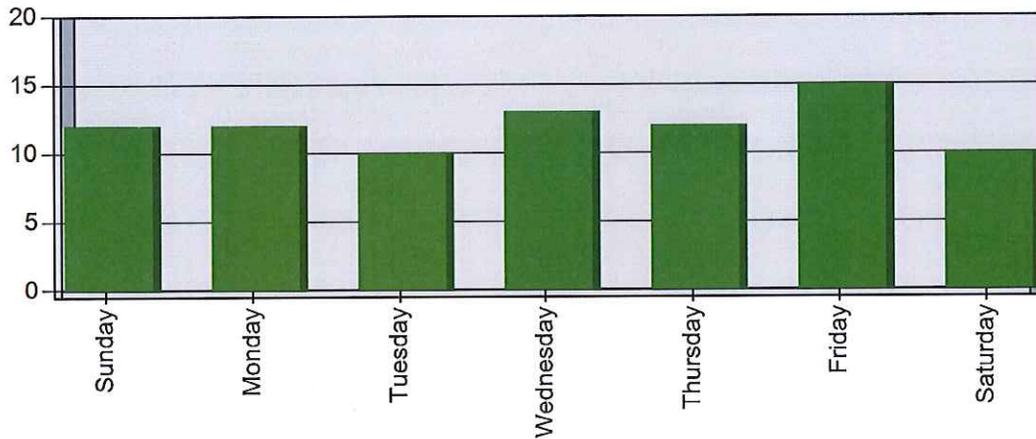
Newmarket, NH

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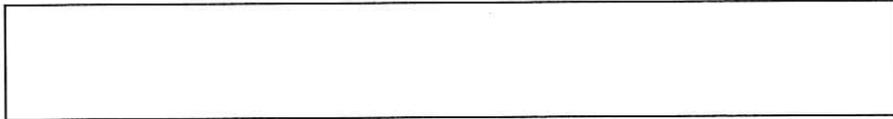


## Incidents by Day of the Week for Date Range

Incident Range: 100 - 911 | Start Date: 05/01/2015 | End Date: 05/31/2015



DAY OF THE WEEK	# INCIDENTS
Sunday	12
Monday	12
Tuesday	10
Wednesday	13
Thursday	12
Friday	15
Saturday	10
<b>TOTAL</b>	<b>84</b>



# Newmarket Fire & Rescue

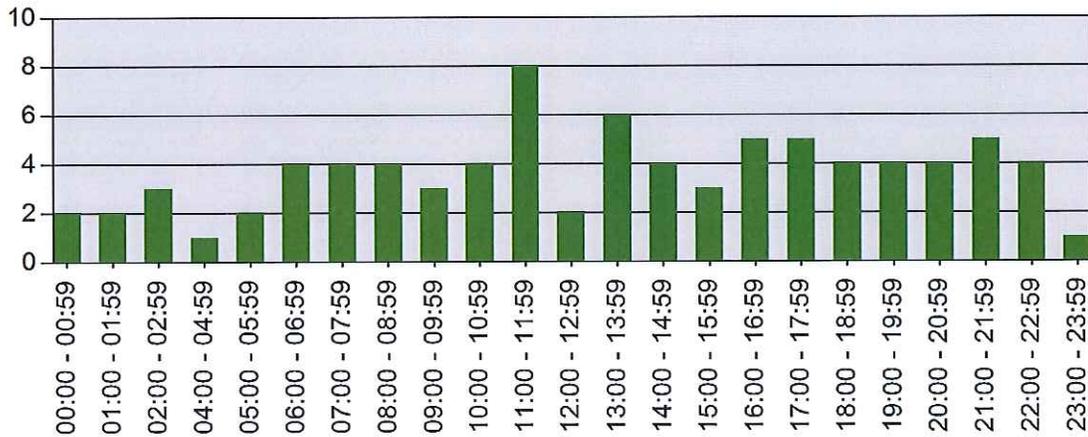
Newmarket, NH

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## Incidents per Hour for Incident Type Range for Date Range

Incident Range: 100 - 911 | Start Date: 05/01/2015 | End Date: 05/31/2015



HOURLY	# of CALLS
00:00 - 00:59	2
01:00 - 01:59	2
02:00 - 02:59	3
04:00 - 04:59	1
05:00 - 05:59	2
06:00 - 06:59	4
07:00 - 07:59	4
08:00 - 08:59	4
09:00 - 09:59	3
10:00 - 10:59	4
11:00 - 11:59	8
12:00 - 12:59	2
13:00 - 13:59	6
14:00 - 14:59	4
15:00 - 15:59	3
16:00 - 16:59	5
17:00 - 17:59	5
18:00 - 18:59	4
19:00 - 19:59	4

Only REVIEWED incidents included.

HOUR	# of CALLS
20:00 - 20:59	4
21:00 - 21:59	5
22:00 - 22:59	4
23:00 - 23:59	1
<b>TOTAL:</b>	<b>84</b>

Only REVIEWED incidents included.

# Newmarket Fire & Rescue

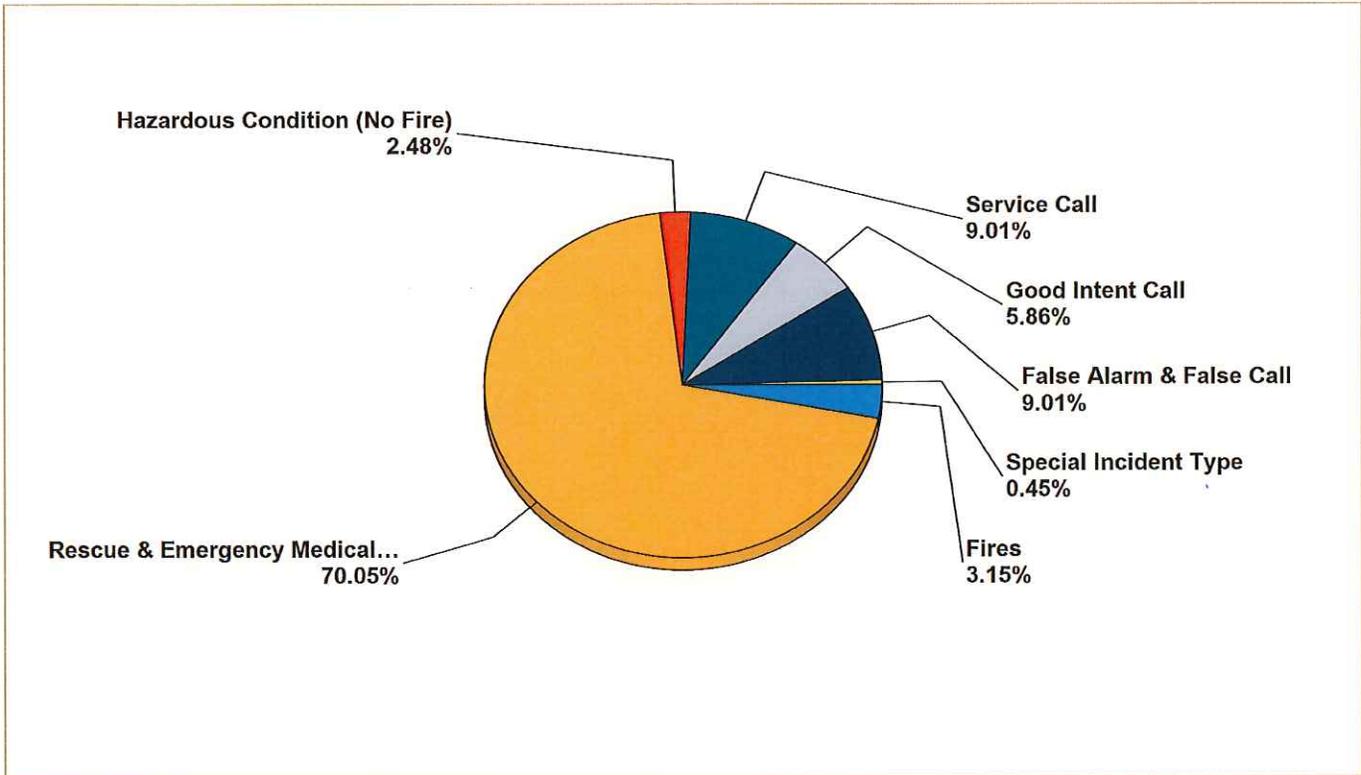
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2015 | End Date: 05/31/2015



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	14	3.15%
Rescue & Emergency Medical Service	311	70.05%
Hazardous Condition (No Fire)	11	2.48%
Service Call	40	9.01%
Good Intent Call	26	5.86%
False Alarm & False Call	40	9.01%
Special Incident Type	2	0.45%
<b>TOTAL</b>	<b>444</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

**Detailed Breakdown by Incident Type**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
111 - Building fire	5	1.13%
113 - Cooking fire, confined to container	1	0.23%
140 - Natural vegetation fire, other	2	0.45%
141 - Forest, woods or wildland fire	1	0.23%
142 - Brush or brush-and-grass mixture fire	2	0.45%
143 - Grass fire	2	0.45%
160 - Special outside fire, other	1	0.23%
300 - Rescue, EMS incident, other	1	0.23%
311 - Medical assist, assist EMS crew	1	0.23%
320 - Emergency medical service, other	8	1.80%
321 - EMS call, excluding vehicle accident with injury	280	63.06%
322 - Motor vehicle accident with injuries	7	1.58%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.23%
324 - Motor vehicle accident with no injuries.	8	1.80%
350 - Extrication, rescue, other	1	0.23%
362 - Ice rescue	1	0.23%
365 - Watercraft rescue	1	0.23%
381 - Rescue or EMS standby	2	0.45%
412 - Gas leak (natural gas or LPG)	7	1.58%
424 - Carbon monoxide incident	2	0.45%
440 - Electrical wiring/equipment problem, other	1	0.23%
461 - Building or structure weakened or collapsed	1	0.23%
500 - Service Call, other	4	0.90%
511 - Lock-out	7	1.58%
520 - Water problem, other	3	0.68%
522 - Water or steam leak	2	0.45%
531 - Smoke or odor removal	2	0.45%
550 - Public service assistance, other	1	0.23%
551 - Assist police or other governmental agency	2	0.45%
553 - Public service	1	0.23%
554 - Assist invalid	5	1.13%
561 - Unauthorized burning	5	1.13%
571 - Cover assignment, standby, moveup	8	1.80%
600 - Good intent call, other	8	1.80%
611 - Dispatched & cancelled en route	14	3.15%
651 - Smoke scare, odor of smoke	3	0.68%
671 - HazMat release investigation w/no HazMat	1	0.23%
700 - False alarm or false call, other	10	2.25%
730 - System malfunction, other	5	1.13%
733 - Smoke detector activation due to malfunction	3	0.68%
734 - Heat detector activation due to malfunction	1	0.23%
735 - Alarm system sounded due to malfunction	8	1.80%
736 - CO detector activation due to malfunction	4	0.90%
743 - Smoke detector activation, no fire - unintentional	1	0.23%
744 - Detector activation, no fire - unintentional	1	0.23%
745 - Alarm system activation, no fire - unintentional	7	1.58%
900 - Special type of incident, other	2	0.45%
<b>TOTAL INCIDENTS:</b>	<b>444</b>	<b>100.00%</b>

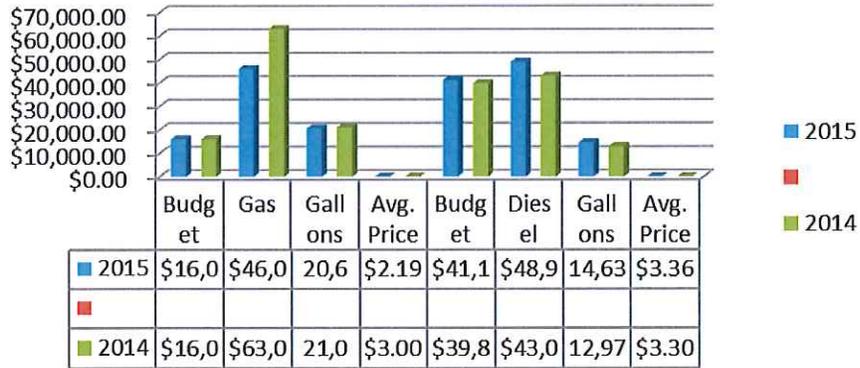
Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

**Public Works Department**

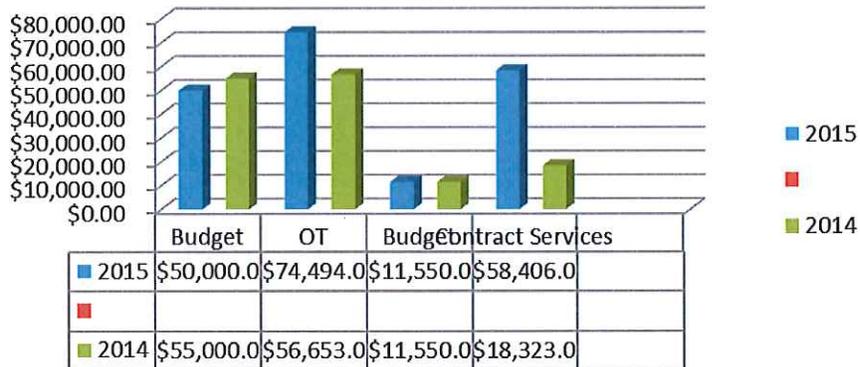
- Crews have been out painting the crosswalks throughout town. We are slightly behind schedule for this but are making good progress. We have also been helping the water department with some work that was not anticipated in the North Main Street project to help keep the cost down with change orders.
- Spring cleanup went well, I do not have any of the tonnages or costs yet but turnout seemed low for not doing it for so many years. I will do a summary next month when I have all the information.
- I should have the paving proposals back soon. With no budget increase again for paving it will take two more years to finish Ash Swamp Road.
- Crews will soon begin working on the new sidewalks for Bennett Way. The budget should allow us to make it up to the bus stop half way up.
- The new subdivision on Bald Hill Road has been started. The road should be paved by the end of this month.
- The tree removal that was approved on Bay Road will start the week of June 15<sup>th</sup>. Its anticipated to take about a week to complete the work.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Public Works Admin. Total	417,247.00	29,365.68	403,195.93	14,051.07	97%	86%
Roadways and Sidewalks Total	384,070.00	4,431.80	383,173.06	896.94	100%	117%
Street Lights Total	46,250.00	3,819.37	40,860.62	5,389.38	88%	82%
Building and Grounds Total	449,362.00	36,045.42	441,188.55	8,173.45	98%	93%
Cemeteries Total	36,963.00	2,983.47	23,428.60	13,534.40	63%	66%
Vehicle Maintenance Total	174,810.00	16,172.71	204,309.13	-29,499.13	117%	99%

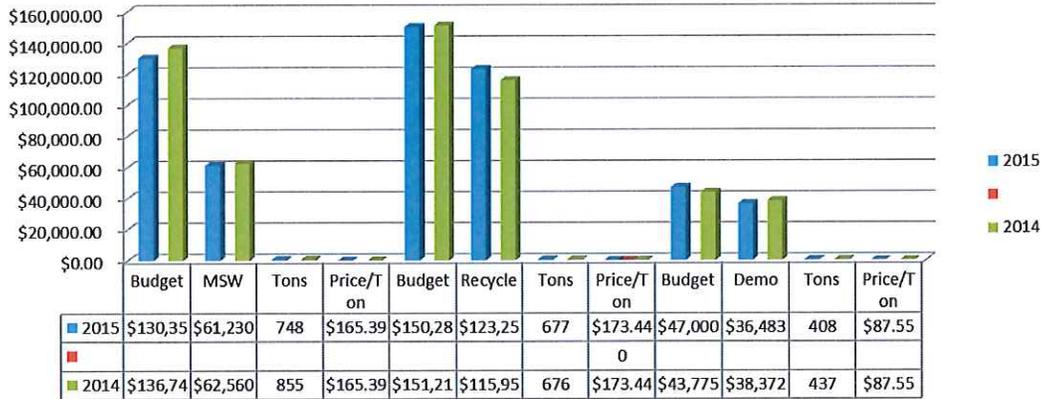
### Public Works Department YTD Gas/Diesel



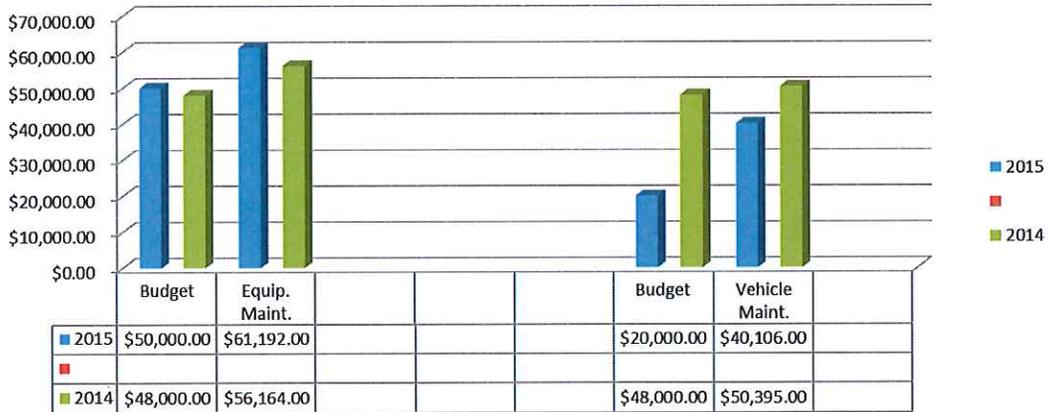
### Public Works Department YTD Overtime/Contract Services



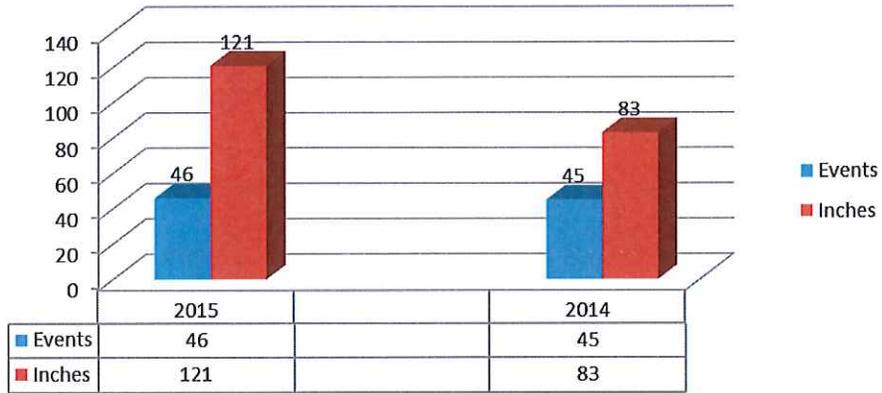
### Public Works Department YTD Solid Waste



### Public Works Department YTD Equipment/Vehicle Maintenance



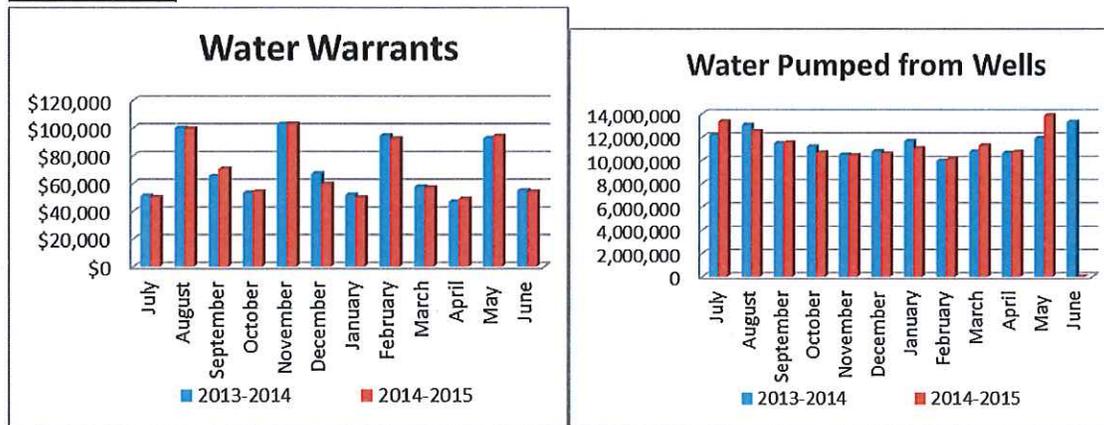
### Public Works Department YTD Snow Events



### Public Works Department YTD Salt



## Water System



Water Loss for May 2015: 6.82%

Water Loss Year to Date: 4.56%

### North Main Street Water Main Replacement

The North Main Street water main and hydrants are installed. Albanese Construction is in the process of testing the new water main for pressure and bacteria. The next step is to install the water services. The water services are expected to be completed in the third week of June. Once the services are complete, Albanese will be milling out the trench patch and installing final pavement. The project should be completed by the beginning of July.

### MacIntosh Well

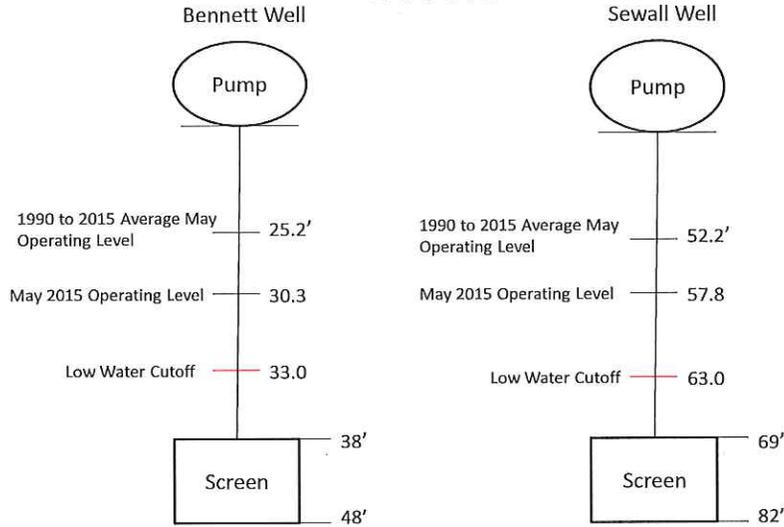
The MacIntosh Well is out to bid. The bids are to be submitted no later than Wednesday June 24, 2015. Hazen and Sawyer will review the bids and make a recommendation.

PSNH is working on installing the three phase power from Ashswamp Road to the pump house location.

### Bennett and Sewall Ground Water Levels

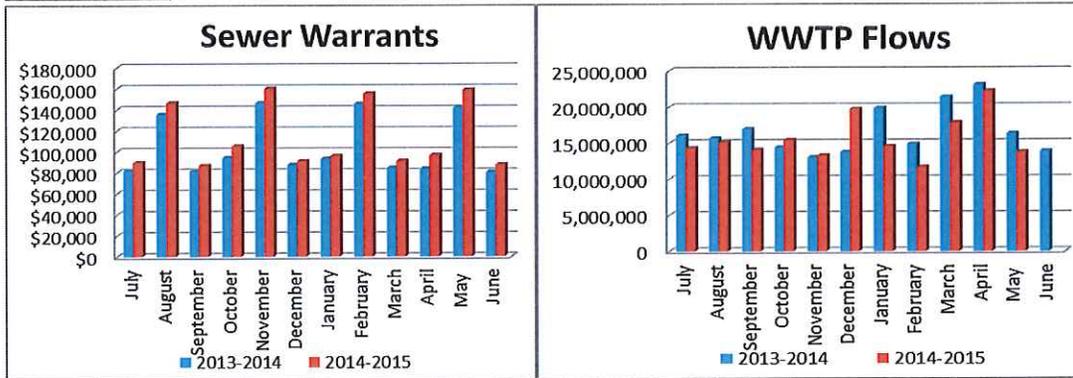
The ground water levels at the Bennett and Sewall Wells are a few feet below normal operating levels for this time of year. The Town received very little precipitation for April and May. The 3.4 inches of precipitation that the Town received in the first couple of days of June has helped. The operating level of the Bennett Well has improved from 30.3 to 29.8 feet. The Department will continue to monitor the precipitation and ground water levels.

# Bennett And Sewall Well Operating Levels



	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended</u> <u>Previous Yr</u>
Water Total	829,062.00	27,710.94	774,518.61	54,543.39	93%	88%

Sewer System



Infiltration and Inflow for May 2015: 104,705 gallons per day

Infiltration and Inflow Year to date: 145,749 gallons per day

Pollutant Tracking & Accounting Program (PTAPP)

The Sewer Department is under an Administrative Order to work with local communities to develop a Total Nitrogen Tracking and Accounting System. Town representatives have been meeting with representatives from the NHDES, EPA, UNH Stom water, local communities, and others to develop the Total Nitrogen Tracking and Accounting System. The May meeting kicked off with updates from the EPA and NHDES on the PTAPP progress. The group reviewed and updated the tracking system matrix created by the subcommittees. The next meeting will cover the next steps for applying accounting to the tracked items.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Waste Water Total	947,896.00	58,395.02	798,932.13	148,963.87	84%	84%

**Information Technology**

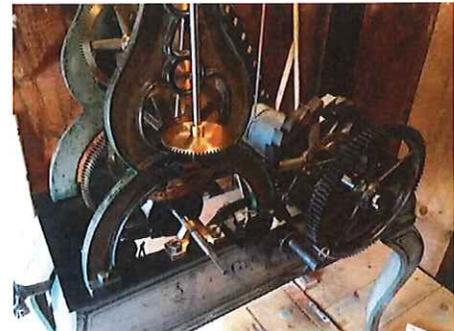
1. I have taken on the task of auditing the servers in our network to see how I can make them more secure, but not locked down so tight that no one can get any work done. This has been precipitated by an upcoming audit we will be going through with the Police Department.
  
2. During the early stages of the network audit, I noticed that at certain times of the day the network would get quite overloaded and very slow. Once I was able to track down some applications that people were using, I did some testing and found a few innocent applications that were drinking up our bandwidth. Those have now been banished from the network.
  
3. We are in the early stages of seeing if we can replace our Recreation software with something more modern and less expensive. There are many choices out there, and we know what we need for features and what we want for pricing, now we just need to find the match!
  
4. In an effort to make the School Resource Officer have a more useable connection to his data at the Police Department, I am trying out some new VPN software. The results have been very promising, we are seeing speeds better than three times what he had before.
  
5. With the upcoming monthly billing for water and sewer, we have been scrambling to find workable solutions for all that printing. We have run some tests and are making progress, but the real test will come when we run the very first "real" monthly batch of bills.
  
6. Since the CIP request for the renovation of the Channel 13 equipment was recently approved, we are in the midst of getting items ordered and working on installation timeframes. Because this is such an old building, we will have to get crafty on how we do some of the wiring. We are also looking at some minor upgrades to Chambers.
  
7. I updated our live streaming for the Fire Department so all of our volunteers can hear the calls going out over the radios wherever they are. The new software seems a lot simpler to run, and we have only found one problem that I am hopeful we will get over in the next week or so.
  
8. I spent a portion of last week doing some disaster recovery testing and everything went very well. However, I felt the timeframe to recover could be a lot better, so I am working on streamlining that setup and recovery, so we could recover from a data disaster in a matter of an hour to two.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount</u> <u>Remaining</u>	<u>%</u> <u>Expended</u>	<u>%</u> <u>Expended</u> <u>Previous Yr</u>
<i>IT Total</i>	140,152.00	7,261.20	112,436.13	27,715.87	80%	87%

**Building Inspector/Code Enforcement Officer**

**Previous Month Activities**

- Issued:
  - 13 Building Permits                   \$ 1435
  - 10 Electrical Permits                 \$ 620
  - 2 Plumbing Permits                   \$ 60                   \*1 paid with building permit
  - 9 Mechanical Permits                 \$ 475                 \*1 paid with building permit
- **Revenues collected                   \$2590**
- Assisted Newberry Farms Market with sign variance and site plan compliance
- Assisted design team with Selectwoods Building rehabilitation project. This project was approved by the Planning Board some time ago and is now moving forward with its historical renovation. We are happy to report this project was almost scrapped in favor of a replacement newly constructed building. This does point to a potential need to create some historic preservation regulations.
- Attended Exeter Area Chamber of Commerce Economic Development Forum showcasing Newmarket’s successful revitalization
- Attended second Scenic Mills Byway Advisory Committee (Route 108) hosted by Strafford Regional Planning Commission.
- Worked with NH DOT to upgrade state roadway signage.
- Covered for Town Clock keeper while he was out of Town for the month
- Completed 30 regular construction inspections



	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
<i>Code Enforcement Total</i>	66,723.00	5,138.87	61,751.40	4,971.60	93%	93%

**Report of the Town Clerk - Tax Collector**

**TAXES**

Total Committed 2014	\$18,153,846	Tax 1 & Tax 2
Total Collected thru 4/30/15	\$17,960,347.17	(Principal & Interest)

**TAX LIENS**

	<b>2013 Liens (Deed 2016)</b>	<b>2012 Liens (Deed 2015)</b>
Property Tax Amount Liened	245,781.	248,049.
W/S Amount Liened	67,890.	81,699.
# Properties Liened	125	127
Uncollected thru 4/30/15	143,623.	24,631.

**WATER & SEWER (1/1 THRU 4/30/15)**

	<b><u>2015</u></b>	<b><u>2014</u></b>
Water Billed	249,169.	251,060.
Sewer Billed	441,586.	407,863.
Uncollected thru 4/30/15	167,073.	149,674.

**TOWN CLERK REVENUE (7/1 thru 4/30/15)**

	<b><u>Year End 6/30/15</u></b>	<b><u>Year End 6/30/14</u></b>	
Motor Vehicle (MV)	1,058,187.	1,004,193.	5.38% increase
Town "non-MV"	109,009.	101,493.	7.41% increase
State NH (MV, Vitals, Boats, Dogs)	405,750.	405,421.	0.08% increase

- Motor vehicles still on the upswing
- Daily activity steady; revenues continue to show steady increase
- Dog Licenses were due April 30<sup>th</sup>
  - Approx 1250 total dogs; 616 licensed as of April 30<sup>th</sup>
- 2014 Lien Date: May 28, 2015
- 2012 Deed Date: June 18, 2015
  - Impending deed notices being mailed May 6, 2015

	<b><u>Budget</u></b>	<b><u>Month Exp.</u></b>	<b><u>YTD Exp</u></b>	<b><u>Amount Remaining</u></b>	<b><u>% Expended</u></b>	<b><u>% Expended Previous Yr</u></b>
Town Clerk - Tax Collector Total	166,544.00	12,459.14	140,462.59	26,081.41	84%	74%

## **Planning Department**

### **Planning Board Activities**

#### **Applications**

Status of recently approved applications of the Planning Board:

***Rockingham Golf, LLC (a.k.a. Chinburg Builders, Inc.)*** is developing a residential open space design subdivision, involving 52 house lots, at the site of the “Rockingham Country Club” at 200 Exeter Road. The plan envisions the existing golf course, to remain open to the public, and the adjacent wetlands to be preserved as open space. Construction activity has moved along expeditiously at the site. Road construction is nearly complete with only the overlay and landscaping to be completed. A performance guarantee has been posted in the amount of \$106,000 to assure final completion of the road and all related infrastructure improvements. The developer has received Certificates of Occupancy (COs) for the first six homes in the development. Another six homes have building permits and are currently under construction.

***Newmarket Mills Retail Shops, LLC*** – This project concerns a new tenant for the former building known as the “Riverdale Automotive” property. The developer is in the process of converting and expanding the building into a small grocery focusing on perishable foods, such as meat and local produce. In addition, there will be a drive-through service for coffee sales. The final plans have been signed and recorded at the Rockingham County Register of Deeds and construction is nearly complete. The coffee business, Aroma Joe’s, opened on June 1 and the Newberry Market is expected to open on June 15, 2015.

***Newmarket Mills LLC – Newmarket Mills Retail Shops*** – This project involves the construction of a 9,600 square foot commercial retail center along with site improvements and landscaping on land to the rear of the Newmarket Library off of Main, Elm, and Spring Streets. The Planning Board approved plans for a 3,600 square foot nano-brewery to be located within the building in April 2014. Interior construction for that use is nearly complete. The brewery is brewing beer and is expected to open shortly. The new Panzanella’s restaurant opened in the retail shops in January 2015, moving from its previous location at 72 Main Street. The restaurant has added a sports bar and an outside patio for warm weather dining. A Certificate of Occupancy has been applied for a new Japanese Restaurant within the retail shops and is expected to open this week. Only one tenant space of 800 square feet remains to be leased at this time.

Applications currently before the Planning Board:

***Newmarket Industrial Park Lot 6, LLC/Shearwater Investment Corporation*** – This is an application for a Major Site Review for a 24,000 square foot expansion of an existing industrial building located on Forbes Road (Tax Map R-3, Lot 8 and Tax Map R3, Lot 9-6.) The site

plan includes associated parking, drainage and landscaping improvements. The lots will be merged upon site plan approval.

In May 2014, the Planning Board made a determination that the application involves excavation that is incidental to the development and, therefore, doesn't require additional permitting under the Town's regulations governing earth excavations and the State RSA 155 E.

The application has been extensively reviewed by the Technical Review Committee (TRC) related to drainage, landscaping, erosion control, buffer requirements, and other engineering details. There have been several iterations of the plans.

Initially there were concerns about the steepness of the proposed slopes which are within 15 feet of the State's right-of-way and the potential that exists to destabilize the roadway. The NH DOT has approved a geotechnical study that was completed by the applicant's engineer which addressed those concerns.

Another concern was related to the intersection of Forbes Road and Route 108 which currently is less than ideal for access due to poor sight lines and traffic conditions during peak hours. The applicant prepared a traffic report including a calculation of traffic generation, a lane warrant analysis and site distance evaluation.

For several months, the applicant worked closely with the Technical Advisory Committee (TAC) of the Planning Board and the access engineer from the NH Department of Transportation (District 6) looking at possible modifications to the intersection to improve the intersection's safety and functionality. The applicant has provided additional survey data and a proposed mitigation plan which will be greatly improve the safety of the intersection.

At the Planning Board meeting on April 14, the Planning Board granted conditional approval of the application subject to several conditions, including entering into a developer's agreement, providing a performance guarantee, advanced payment of construction oversight services to assure compliance with approved site plans, implementation of off-site improvements to improve traffic safety, impact fees, evidence of state and federal permits, a merger plan, and appropriate right-of-way easements.

### **FEMA Flood Plain Maps and Ordinances**

The Federal Emergency Management Agency (FEMA) has sent the Town new Flood Insurance Rate Maps (FIRM). Whenever new maps are produced, communities, such as Newmarket who are participating in the National Flood Insurance Program, are required to have ordinances in place which are compliant with federal regulations. The NH Office of Energy and Planning (OEP) has conducted a compliance review of our regulations and forwarded to us recommendations for updating our regulations. The Planning Board will be working in the next few months on amendments to the zoning, subdivision and site review regulations to assure Newmarket's continued eligibility in the program. These changes need to be adopted before the maps become

effective in fall 2015. Copies of the preliminary flood plain maps are available for public viewing in the Planning Office and have been posted on the Town's website.

#### **Update of Newmarket Master Plan:**

***Housing and Demographics*** - At the Planning Board meeting in February 2015, Matt Sullivan, Planner of the Strafford Regional Planning Commission provided an overview of the results of a demographic analysis to include historic and future population trends related to age, school, income, and employment, housing characteristics, trends and affordability, and a discussion of future directions. Mr. Sullivan will be returning to the Planning Board on June 9, 2015 for a work session meeting to discuss goals and recommendations related to this chapter of the Master Plan. A formal public hearing will be held on the Master Plan chapter prior to its adoption by the Planning Board.

***Visioning Process*** – The first of two (2) public forums was held on Saturday, April 18, 2015. The purpose of the forums is to solicit comments and input from Town residents and stakeholders on a variety of planning issues. The responses and the information from the forums will be summarized in a report and become the Town's vision statement as part of the Master Plan Update. The project has been branded "Newmarket LIVE!" LIVE is an acronym for Local Interactive Visioning Exercise. Through a series of exercises, participants will explore the key components of achieving and maintaining a high level of quality of life and sense of community, here in Newmarket, today and into the future. Topics discussed included: community leadership, volunteerism, citizen engagement, community services and facilities, recreational opportunities, historic, cultural and natural resources, growth, development, housing trends, and land use, economic vitality and transportation. The Planning Board reviewed the preliminary results of the first visioning session at its regular meeting on Tuesday, May 12, 2015. The second visioning session will be held on Tuesday night, June 16, 2015 from 6:30 to 8:30 pm in the auditorium of the Town Hall. A visioning activity will be conducted in which participants will be divided into groups to brainstorm on visioning statements; prioritize the top three visions for the future; and identify short and long term strategies to implement those strategies. The public is encouraged to attend.

***Master Plan Visioning Survey*** – As part of the visioning process, the Planning Board conducted a survey to give residents who were unable to attend the "Newmarket Live!" Forum #1 the opportunity to share their thoughts and concerns. Nearly 400 surveys were received which is an excellent response rate. The results of the survey will be incorporated into the Town's vision statement.

***Future Land Use Chapter*** – Using the feedback from the visioning process, the Future Land Use Chapter of the Master Plan will be updated with assistance from the Strafford Regional Planning Commission. The chapter will look at different development scenarios using the build-out analysis that was completed in the Existing Land Use Chapter and various computer software applications.

#### **Zoning Board of Adjustment**

The Zoning Board of Adjustment granted a variance to Newmarket Mills, LLC/Harry Wesson for a variance to allow a roof mounted sign for a new grocery called "Newberry Farms" to be located at 66 Main Street, Tax Map U2, Lot 57, M2-A zone.

The Zoning Board of Adjustment received an application from Waterway Realty LLC for a variance to allow the subdivision of a lot which contains two duplexes to remain and create a new lot for development at 310 Wadleigh Falls Road, aka the "Walker Farm". The application was withdrawn and a new application was filed to clarify the request. The new application will be heard on June 15, 2015. The applicant is seeking a variance to permit four units on a 4 acre lot in the R-1 lot, whereas only one single-family unit is permitted under current zoning. The applicant is also seeking to allow a boundary adjustment of a non-conforming, which does not bring the lot into closer conformity with the Ordinance. And, lastly, the applicant is seeking a variance from the maximum residential density requirement of ½ unit per acre, to allow four units on four acres, whereas eight (8) acres are required.

The Zoning Board of Adjustment received an application from Edwin Aviles, at 7 Plains Road Mobile Home Park, Wadleigh Falls Road to permit the placement of a new mobile home (which is replacing an older model mobile home) at a location twelve (12) feet from the road. The application was continued until the July 6, 2015 Zoning Board meeting to allow a land surveyer to determine if the proposed location of the new mobile home will encroach upon the adjacent neighbor's property.

The Town of Newmarket has received word from the Rockingham County Superior Court that it has affirmed the decision of the Zoning Board of Adjustment to grant a variance for property, owned by Real Estate Advisors/Walter Cheney and located at 1R Grape Street, Tax Map U2, Lot 206, R3 Zone to allow four units on an non-conforming lot of less than two acres which doesn't meet current road frontage requirements.

## **Special Projects**

### **Route 108 Pedestrian Crossings**

A public information meeting was held last summer regarding traffic calming improvements on Main Street between Elm Street and Exeter Road. A number of concerns were raised as well as suggestions for improving the project, which were taken into consideration by the engineering consultants as they moved forward with the design of the project.

The traffic calming improvements, generally referred to as Alternative 3, in the "Pedestrian Crossing Improvements Engineering Study", prepared by Dubois and King. Inc. include:

- Improved pedestrian signage
- Additional pedestrian-level luminaires to improve nighttime visibility
- Installation of Rectangular Rapid Flashing Beacons (RRFB)
- Enhanced curb extensions
- Reconstruction of five (5) existing crosswalks with red concrete pavers, flanked by granite
- Construction of a cantilevered deck adjacent to the main entrance to the mill.
- Installation of a new crosswalk between Church Street and Exeter Road
- Relocation of the existing solar-powered flashing LED pedestrian crossing signs

- Improved pedestrian visibility, traffic calming and streetscape improvements in the vicinity of the Newmarket Library and Newmarket mills egress

The engineering consultant submitted design plans and specifications to the NH Department of Transportation (NH DOT) in January 2015. (See Planning Department web page to view plans at [www.newmarketnh.gov](http://www.newmarketnh.gov)). The Town recently completed negotiations regarding the purchase of a 140 square foot permanent easement from the Newmarket Mills, LLC for a cantilevered deck which is one of the pedestrian safety improvements that is being planned adjacent to the main entrance to the mills. The project was advertised for bids on May 18, 2015, following FHWA approval of the final plans. Construction is expected to begin in July 2015 and be completed prior to the winter of 2016. A copy of the engineering report and the most recent plans can be viewed electronically on the Town's website at [www.newmarketnh.gov](http://www.newmarketnh.gov) under the Planning Department web page titled "Main Street Draft Pedestrian Improvements Plans Released".

#### **Macallen Dam Feasibility Study**

The final report concerning removal of the dam, prepared by Gomez and Sullivan Engineers, was released in July 2014. A copy of the report can be found on the Town's web site at <http://www.newmarketnh.gov>.

In August, a resolution was passed by the Town Council to formalize the Macallen Dam Study committee and broaden its purpose to examine all options the Town has with respect to the dam, for removal, preservation, and other possibilities. The committee is charged with reporting back to the Town Council with a recommended course of action. Appointments were made to the Macallen Dam Study Committee in September.

The committee has been meeting regularly since October reviewing various options for repairing the dam. One option that appears to have merit includes increasing the height of and structurally stabilizing the retaining walls on either side of the dam, in order to pass the 10,258 cfs (cubic feet per second) 100 year flood, which is being required by the State. Further engineering study is necessary to determine the feasibility of this option and to identify construction costs.

The Macallen Dam Study Committee met with Steve Doyon, Chief Engineer, of the Dam Safety Bureau of the New Hampshire Department of Environmental Services (NH DES) on March 3, 2015 to discuss the Town's Letter of Deficiency and obtain feedback on the various approaches before moving forward.

The Town has received word from the NH Department of Environmental Services (DES) that the Department has approved the Town's Emergency Action Plan (EAP), which was one of the outstanding items identified in the NH DES Letter of Deficiency (LOD). A draft plan had been submitted to the State in April.

At the Town Meeting on March 10, funding in the amount of \$ 50,000, was approved for the Macallen Dam Capital Reserve Fund. Committee members are working on a Request for Proposal (RFP) for engineering services which will look at the current stability of the dam as well as the

option of raising the abutments in order to meet requirements to pass the 100 year flood. Funding for this engineering study will become available in July 2015.

### **Route 108 Shoulder Widening and Bike Path Construction Project**

In 2010, the Town Meeting approved a warrant article to raise and appropriate the sum of \$809,292 to allow the Town to construct a shoulder widening and bicycle lane project from the Irving Gas Station to the Newmarket/Newfields town line. The NH DOT and Federal Highway Administration (FHWA) proposed providing full funding for this project through the Federal Congestion Mitigation and Air Quality (CMAQ) Program and State tolls program. A resolution was approved by the Town Council at its meeting on May 21, 2014 to authorize the Town Administrator to enter into a design contract with Underwood Engineers to prepared a feasibility study related to the project. A “kick-off” meeting to begin work on the engineering study was held in July 2014.

Over the summer, the consultant prepared two alternative concepts for the bikeway and a preliminary opinion of cost for the two alternatives. The first alternative involved the construction of 5 foot wide paved shoulders extending from the Rockingham Country Club to the southerly limits of the Phase 1: Newmarket Main Street Project, which was completed in 2005. It included drainage improvements to facilitate shoulder widening and road-widening to accommodate a center through lane in the vicinity of Forbes Road. A second alternative involved separating vehicle traffic from bike traffic adjacent to Route 108 by having a bike path on one side of the road.

The Town staff held a meeting in October 2014 with NH DOT Division 6, and the Concord NH DOT office to evaluate the options; obtain technical comments; and receive some preliminary guidance on the most feasible approach. As a result of that meeting, several modifications were made to the plan in order to bring costs down to a fundable level. The current plan involves a phased approach to the project including the construction of 5 foot wide paved shoulders and related drainage improvements, and a separate 8 foot wide bike path segment on the west side of Route 108 in the vicinity of the Rockingham Country Club.

The preliminary cost estimate for the revised project is \$1,009,000. The State has indicated that they will consider a project around \$1 million, however, the Town would have provide the additional 20% match (for the increase over \$809,292) available) to increase the project budget. The cost of the 20% match is estimated at \$40,000. In the near future, the Town Council will need to confirm that local funding for the additional 20% match will be forthcoming and decide whether to move forward with the project, as envisioned.

A local concerns meeting was scheduled for the Town Council meeting on May 20, 2015 to present the conditions analysis that has been completed, present funding proposals and project scheduling, and solicit comments relative to local issues of concern that should be addressed by the project. The Town and Underwood Engineers made a specific invitation to impacted land owners. The hearing was well-attended by proponents of having a safe bicycle path on Route 108. A time extension to the project to December 31, 2016 to allow additional time for engineering and

planning has been granted. A second public meeting will be held in June 2015 to select the preferred alternative before submitting the engineering report to the State NH DOT for approval.

**Coastal Resilience Technical Assistance Project**

The Planning Department received a \$57,793 NH Coastal Program grant from the NH Department of Environmental Services (NH DES) to hire a consultant to assess building resilience to flooding and climate change in the Moonlight Brook Watershed. This project will update an existing watershed model to characterize the conditions in the Moonlight Brook watershed, include a build-out analysis based on population and growth projections, identify potential flooding risks in the watershed and recommend measures to reduce stormwater flows and restore ecosystem functions through the design of a green infrastructure project. A presentation of the project was held at the December 17, 2014 Town Council meeting. At that meeting, the Town Council authorized the Town Administrator to accept the grant. The project was approved by the Governor and Council in March 2015. A resolution will be shortly presented to the Town Council authorizing the hiring of a consultant to conduct the work.

This project will augment work that is currently underway related to establishing a tracking/accounting system for Total Nitrogen, under the PTTAP program, in response to the Town's EPA Administrative Order and will provide credit to the Town under the MS4 program for non-point source pollution abatement once the Town's new Stormwater Management Program is underway. PTAPP is a cooperative forum of watershed communities within the Great Bay region which are working together toward identifying a consistent, effective tracking system and accounting system for monitoring pollutant loads, including Nitrogen, into the Great Bay. Newmarket is required to monitor and track nitrogen loading from point and nonpoint sources as part of its Administrative Order on Consent that has been issued by the Environmental Protection Agency (EPA).

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Planning Total	128,153.00	11,694.70	101,563.32	26,589.68	79%	89%

## **Finance Department**

### Department's primary function:

- Process accounts payable, payroll, and accounts receivables not under the control of the Tax Collector.
- Monitor human resources, fiscal budget, and financial analysis and forecasting.
- Providing financial assistance and analysis to Town Departments.

Essentially, we are the “fiscal watchdog;” however, we are mindful that we are simply a service organization to other departments and the Town’s elected leaders.

### Projects:

Projects have been segregated into two groups, where “major” projects require most of our attention, while “minor” projects does not.

#### **Major Projects**

- Closely monitor the budget for the remainder of the year.
- Review health insurance and property liability insurance options.
- Design and implement collection and reporting procedures for health insurance reporting to the IRS at year-end, which is a result of the *Affordable Care Act*. We will bring a resolution before the Town Council setting measurement criteria for when an employee is eligible for health insurance.

#### **Minor Projects**

- Accounts receivables (non-tax related A/R) – We continued our monthly receivable collections efforts. We have seen a slight increase in the number of slow paying customers; however, many of these customers have had a long-term relationship with the Town.
- NHRS Audit – NHRS conducted its first compliance audit and issued a report. The report noted several minor findings. The second audit will begin next week and is for the System’s audited financial statements. Hopefully, we can use the results of the next audit for our year-end audit.
- Prepare the Town’s year-end financial statements – Our new auditors are requiring the Town to prepare the financial statements, which is a relatively simple task that just takes time. One of the key components for this year’s financial statements is the inclusion of the Town’s share of the unfunded pension liability of the NHRS. We have been discussing the timing of information from NHRS regarding the calculation of the liability and the resulting amount. Unfortunately, NHRS does not have the resulting amount now; however, they expect to receive it prior to year-end.

### Economic Indicators

Final water and sewer bills are an indicator of real estate sales. The following are final water and sewer bills by month.

Month	FY 15	FY 14	Increase/ (decrease)	% Increase/ (decrease)
July	15	11	4	36.36%
August	10	26	(16)	-61.54%
September	12	7	5	71.43%
October	10	8	2	25.00%
November	3	9	(6)	-66.67%
December	9	5	4	80.00%
January	5	9	(4)	-44.44%
February	7	5	2	40.00%
March	7	14	(7)	-50.00%
April	8	10	(2)	-20.00%
May		11	(11)	-100.00%
June		12	(12)	-100.00%
Total	86	127	(41)	-32.28%

### Financial Highlights:

Please note that pursuant to generally accepted accounting principles fund balance terminology has changed. My analysis uses the old terminology with the new terminology in brackets.

- Highlights of FY 2015 are as follows:
  - General Fund balance sheet:
    - We are entering our second low-cash balance, which we have a reconciled balance of \$8,091,067 at the end of April. Since this bank account consolidates all of our activities into one account, a majority of the cash balance belongs to the Solid Waste Fund (\$321,059.92), Water Fund (\$1,140,794.29), Conservation Fund (\$212,615.43), and Wastewater Fund (\$1,087,936.65). Additionally, we have to pay the remainder of the School District assessment from this cash fund, which amounts to \$2,152,542.
  - Revenue highlights:
    - We exceeded our total general fund budgeted revenue at the beginning of May. Any collections from this point forward will increase the Town's unreserved (unassigned) fund balance.
    - We have not seen any land use change tax collections for so long, that we have not budgeted this as a revenue source. In April, we collected \$13,000, which 50% was transferred into the conservation commission's fund.
    - MV Permit fees continue their strong trend. At the end of April, we are within 6% of our total budgeted revenues.
  - Expenditure highlights:
    - Every department is within expectation, except for Public Works/Building Maintenance/Vehicle Maintenance. We expect that they will be overspent by year-end. We are working with departments to move around resources.

One such effort is to shift the appropriation burden of Town Hall improvements towards the capital reserves, which I will be proposing a Resolution for this topic.

- Projects:
  - Fiscal year to date, we have spent \$227,438 towards the Macintosh Well Development and \$804,620 towards the waste water treatment facility upgrade. We have \$1 of costs waiting for reimbursement for the bike path on Route 108. We also have \$2,640 of costs waiting for reimbursement; however, we are waiting for a warranty period for installation to pass prior to requesting reimbursement.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Finance Total	199,175.00	12,849.30	155,391.76	43,783.24	78%	82%
Human Resources Total	1,385,709.00	114,955.02	1,142,605.38	243,103.62	82%	83%

### **Recreation Department**

Recreation Revolving Account revenue for the 2014-15 fiscal year continues to run ahead of last year's monthly reports with \$227,584.90 total revenue collected as of June 4th. This is a \$36,412.00 dollar increase over the forecasted amount of revenue anticipated for the revolving account which was projected at \$191,172.00. The final revenue amount collected at the end of June 2014 was \$228,883.00. The Recreation Department still has three weeks left in this fiscal year. The Recreation Department's Revolving Account expenses are also running on schedule with 74.37% of the total budget expended to date. The Recreation General Fund expenses as of June 4, 2015 are 86.606% to date and are right on target of the department's forecast for 2015.

The Recreation Department Wanna Iguana Day Camp program has been accepting campers since the beginning of April of 2014. As of June 4th there are 249 campers enrolled for the Summer Camp was at capacity on June 1st and now is taking a waiting list of up to 15 campers if a camper withdraws from camp before the first day of June 29<sup>th</sup> another camper could fill that spot.

The Rec Connect Recreation Program held its 2<sup>nd</sup> annual RecCognition Awards Ceremony with over 50 dignitaries, businesses, and nonprofits attending. Three winners were announced and honored on May 21<sup>st</sup>. Lamprey Health Care was the award winner for the Newmarket Agency category for their continued efforts with the Giving Tree and with Operation Santa Claus for over 40 years. Lamprey also runs the 5K fun run in August that they have run this event for over 35 years. For Business category Loco Running was the choice for their ½ Marathon event that has taken place for the past 9 years and for the kids fun run that takes place immediately after the ½ marathon concludes. Loco Running has also been the sponsor the past three years for Newmarket Track and Field and in 2015 just became the anchor sponsor for the newly formed Granite State Track and Field that will take the place of Hershey Track and Field which Hershey which will no longer run. . For the outstanding Individual in the Newmarket category Ree Cooper was the winner of this award for her outstanding service with the Linked Together program for over 30 years and for organizing and running the "Cash for Jeans" fundraiser in 2014 which the children of Linked Together raised over \$5,000.00 for community based projects that they will run over the next year. Congratulations to all three Rec-Cognition award winners.

The 26 Annual Fishing Derby will be held Saturday on June 20, 2015 from 7:00 AM-12:00 PM. It is expected that over 100 children from Newmarket will be registered this year. pond on 60 Langs Lane.

Spring sports are winding down at Newmarket Recreation in 2014. Preschool T-Ball for 3 and 4 year olds was completed this week with over 22 children in each two classes. The 5 and 6 year old Tee-Ball League for children has one more weeks. Area Businesses sponsored with their name on the back of the shirt of each team and paid for their Tee shirt and hat which reduced cost and added revenue. Spring flag football finishes next week with 28 players. Hershey Track and Field will had its local track meet on Monday, June 15th and the new Granite State Track and Field Regional meet will take place at Dover High School on Saturday, June 21 with 22 participants, doubling last year's numbers. Loco Sport has continues to be the sponsor of the team.

Sunrise Sunset Center Special continues to offer senior trips. The Ogunquit Playhouse Theatre was sold out also immediately, Daily life at the Sunrise Sunset Activity Center continues to offer lots of activity options that attract new 55+ recruits. Volunteers are stepping up to the plate to assist the many tasks needed to run programs at the center which are being led by Program Director Kim Tilton

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Used</u>
Recreation	204,114.00	15,775.47	175,858.09	28,255.91	86%
Rec. Revolving	191,172.00	6,437.12	142,063.44	49,108.56	74%

Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent
Town Council			19,050.00	708.75	19,775.19	-725.19	104%	18,985.00	240.00	14,822.59	4,162.41	78%
Town Administrator			176,027.00	12,692.60	157,268.00	18,759.00	89%	175,187.00	12,183.66	160,812.11	14,374.89	92%
Finance			199,175.00	12,849.30	155,391.76	43,783.24	78%	209,685.00	7,473.89	170,919.26	38,765.74	82%
Human Resource			1,385,709.00	114,955.02	1,142,605.38	243,103.62	82%	1,363,233.67	119,219.63	1,130,268.50	232,965.17	83%
Town Clerk/Tax Collector			166,544.00	12,459.14	140,462.59	26,081.41	84%	182,130.00	15,421.06	134,791.17	47,338.83	74%
Recreation G.F.			204,114.00	15,775.47	175,858.09	28,255.91	86%	0.00	0.00	0.00	0.00	0%
Code Enforcement			66,723.00	5,138.87	61,751.40	4,971.60	93%	63,908.00	5,383.29	59,586.01	4,321.99	93%
Direct Assistance			64,720.00	3,869.08	28,575.97	36,144.03	44%	64,200.00	1,419.89	26,170.64	38,029.36	41%
Assessing			66,723.00	4,696.62	38,356.00	28,367.00	57%	73,223.00	3,403.67	48,916.83	24,306.17	67%
Legal			75,000.00	75.50	68,792.19	6,207.81	92%	67,500.00	7,725.42	132,748.83	-65,248.83	197%
Planning			128,153.00	11,694.70	101,563.32	26,589.68	79%	120,113.00	18,170.63	106,348.96	13,764.04	89%
Conservation Commission			1,941.00	202.50	2,394.97	-453.97	123%	1,941.00	77.56	868.85	1,072.15	45%
Economic Development			1,000.00	90.00	13,450.00	-12,450.00	1345%	2,000.00	0.00	9,500.00	-7,500.00	475%
Debt Service			141,550.00	0.00	138,458.32	3,091.68	98%	281,800.00	0.00	143,017.26	138,782.74	51%
Information Technology			140,152.00	7,261.20	112,436.13	27,715.87	80%	138,744.00	7,333.16	120,858.69	17,885.31	87%
Channel I3			29,387.00	1,687.40	24,967.35	4,419.65	85%	25,686.00	1,773.20	24,829.99	856.01	97%
Police			1,264,752.00	108,805.26	1,095,577.53	169,174.47	87%	1,263,503.33	93,679.59	1,063,361.14	200,142.19	84%
Public Work Administration			417,247.00	29,365.68	403,195.93	14,051.07	97%	398,718.00	28,550.48	381,062.91	17,655.09	96%
Roadways & Sidewalks			384,070.00	4,431.80	383,173.06	896.94	100%	346,690.00	4,558.02	406,893.22	-60,203.22	117%
Street Lighting			46,250.00	3,819.37	40,860.62	5,389.38	88%	45,800.00	3,780.47	37,751.34	8,048.66	82%
Bridges			0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%
Building & Grounds			449,362.00	36,045.42	441,188.55	8,173.45	98%	451,050.00	35,608.21	418,337.79	32,712.71	93%
Cemetery			36,963.00	2,983.47	23,428.60	13,534.40	63%	35,915.00	2,744.92	24,536.85	11,378.15	68%
Vehicle			174,810.00	16,172.71	204,309.13	-29,499.13	117%	189,860.00	10,699.06	187,911.64	1,948.36	99%
Fire & Rescue			335,785.00	27,933.79	320,454.06	15,330.94	95%	297,983.00	23,933.27	284,293.70	13,689.30	95%
Emergency Management			1,950.00	0.00	0.00	1,950.00	0%	1,950.00	0.00	0.00	1,950.00	0%
Grants			67,048.00	0.00	53,325.00	13,723.00	80%	67,048.00	0.00	43,533.00	23,515.00	65%
Social Service Grant			45,023.00	0.00	37,323.00	7,700.00	83%	40,400.00	10,600.00	40,400.00	0.00	100%
Transfers			117.00	0.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%
<b>General Fund</b>			<b>6,089,345.00</b>	<b>433,713.65</b>	<b>5,385,059.14</b>	<b>704,285.86</b>	<b>88%</b>	<b>5,927,753.00</b>	<b>413,979.08</b>	<b>5,172,540.78</b>	<b>755,212.22</b>	<b>87%</b>
Library			303,736.00	23,222.59	261,806.79	41,929.21	86%	300,931.00	21,315.44	269,658.89	31,272.11	90%
Recreation			191,172.00	6,437.12	142,063.44	49,108.56	74%	387,053.00	20,623.07	321,424.13	65,628.87	83%
Solid Waste			449,611.00	43,691.18	352,002.59	97,608.41	78%	450,225.00	46,387.70	339,065.83	111,159.17	75%
Water			829,062.00	27,710.94	774,518.61	54,543.39	93%	848,597.00	31,805.97	750,275.91	98,321.09	88%
Sewer			947,896.00	58,395.02	798,932.13	148,963.87	84%	954,020.00	52,355.10	798,403.84	155,616.16	84%
<b>Total Operating Budget</b>			<b>8,810,822.00</b>	<b>593,170.50</b>	<b>7,714,382.70</b>	<b>1,096,439.30</b>	<b>88%</b>	<b>8,868,579.00</b>	<b>586,466.36</b>	<b>7,651,369.38</b>	<b>1,217,209.62</b>	<b>86%</b>

Town of Newmarket, New Hampshire  
Expense Report <sup>1b</sup>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	11,000.00	0.00	100%	11,000.00	0.00	11,000.00	0.00	100%
	01-401-103-0000	TC - PART-TIME	7,800.00	708.75	8,190.00	-390.00	105%	7,735.00	240.00	3,667.50	4,067.50	47%
	01-401-190-0000	TC - TRAINING	250.00	0.00	0.00	250.00	0%	250.00	0.00	0.00	250.00	0%
	01-401-202-0000	TC - GENERAL SUPPLIES	0.00	0.00	405.19	-405.19	0%	0.00	0.00	155.09	-155.09	0%
	01-401-222-0000	TC - COMMITTEE SUPPORT	0.00	0.00	180.00	-180.00	0%	0.00	0.00	0.00	0.00	0%
			19,050.00	708.75	19,775.19	-725.19	104%	18,985.00	240.00	14,822.59	4,162.41	78%
	01-402-101-0000	TA - FULL TIME SALARIES	129,394.00	9,510.30	113,617.01	15,776.99	88%	128,437.00	9,510.30	116,549.65	11,887.35	91%
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	91.05	3,473.57	526.43	87%	3,000.00	0.00	4,405.41	-1,405.41	147%
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,000.00	900.27	3,003.15	-3.15	100%	3,000.00	150.00	1,674.68	1,325.32	56%
	01-402-201-0000	TA - POSTAGE	3,000.00	139.13	2,006.37	993.63	67%	3,000.00	535.77	2,538.06	461.94	85%
01-402-202-0000	TA - GENERAL SUPPLIES	10,883.00	662.43	10,390.40	492.60	95%	11,000.00	505.32	9,658.11	1,341.89	88%	
01-402-301-0000	TA - COMMUNICATION SERVICES	4,000.00	329.20	3,623.56	376.44	91%	4,000.00	325.74	3,451.59	548.41	86%	
01-402-310-0002	TA - DUES/SUBSCRIPTIONS	8,000.00	0.00	10,130.82	-2,130.82	127%	7,500.00	824.13	9,720.40	-2,220.40	130%	
01-402-310-0003	TA - ADVERTISING	2,500.00	339.22	3,168.15	-668.15	127%	2,500.00	242.40	3,181.23	-681.23	127%	
01-402-310-0005	TA - BOOKS	750.00	0.00	300.00	450.00	40%	750.00	0.00	387.31	362.69	52%	
01-402-402-0000	TA - EQUIPMENT MAINTENHA	5,000.00	721.00	4,753.61	246.39	95%	5,000.00	90.00	6,094.71	-1,094.71	122%	
01-402-501-0000	TA - PRINTING/PUBLISHING	3,000.00	0.00	2,801.36	198.64	93%	4,500.00	0.00	2,525.96	1,974.04	56%	
01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	0.00	0.00	2,500.00	0%	2,500.00	0.00	625.00	1,875.00	25%	
		176,027.00	12,692.60	157,268.00	18,759.00	89%	175,187.00	12,183.66	160,812.11	14,374.89	92%	
Town Administrator	01-403-100-0000	FINANCE - ELECTED OFFICIALS	5,900.00	416.67	4,583.37	1,316.63	78%	5,900.00	416.67	4,583.37	1,316.63	78%
	01-403-101-0000	FINANCE - FULL TIME SALARIES	158,725.00	11,496.28	122,184.19	36,540.81	77%	166,985.00	6,824.91	139,883.53	27,101.47	84%
	01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	42.94	957.06	4%
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,600.00	464.29	5,026.70	573.30	90%	5,600.00	26.98	4,136.67	1,463.33	74%
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,300.00	204.56	2,033.41	266.59	88%	2,300.00	205.33	2,184.30	115.70	95%
	01-403-310-0001	FINANCE - BUDGET COMMITTEE EXPENSE	200.00	0.00	0.00	200.00	0%	200.00	0.00	564.00	-364.00	282%
	01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%
	01-403-310-0003	FINANCE - ADVERTISING	2,000.00	0.00	152.95	1,847.05	8%	0.00	0.00	0.00	0.00	0%
	01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	2,600.00	267.50	861.14	1,738.86	33%	600.00	0.00	324.45	275.55	54%
	01-403-703-0000	FINANCE - AUDIT	20,550.00	0.00	20,550.00	0.00	100%	26,800.00	0.00	19,200.00	7,600.00	72%
		199,175.00	12,849.30	155,391.76	43,783.24	78%	209,685.00	7,473.89	170,919.26	38,765.74	82%	
Finance	01-404-150-0000	EMP BEN - FICA	172,772.00	8,689.80	103,363.39	69,408.61	60%	117,246.00	8,352.63	101,741.43	15,504.57	87%
	01-404-151-0000	EMP BEN - MEDICARE	40,407.00	3,096.36	36,724.03	3,682.97	91%	43,099.00	3,005.56	36,025.44	7,073.56	84%
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	1,000.00	0.00	393.00	607.00	39%	1,000.00	20.00	200.00	800.00	20%
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	518,565.00	75,378.96	477,347.18	41,217.82	92%	450,709.00	74,838.88	479,560.25	-28,851.25	106%
	01-404-156-0000	EMP BEN - NH RETIREMENT	397,313.00	28,647.67	353,664.48	43,648.52	89%	434,215.67	30,036.39	341,730.58	92,485.09	79%
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	28,639.00	299.36	19,858.50	8,780.50	69%	30,603.00	1,845.65	22,751.62	7,851.38	74%
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	53,965.00	-1,157.13	44,746.22	9,218.78	83%	115,899.00	-164.48	55,041.92	60,857.08	47%
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	6,212.00	0.00	4,202.31	2,009.69	68%	10,919.00	0.00	5,733.68	5,185.32	53%
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	0.00	588.00	12.00	98%	600.00	285.00	2,354.00	-1,754.00	392%
	01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	0.00	0.00	788.27	-788.27	0%	0.00	0.00	25.00	-25.00	0%
01-404-197-0000	EMP BEN - MERIT INCREASE POOL	50,000.00	0.00	0.00	50,000.00	0%	50,000.00	0.00	0.00	50,000.00	0%	
01-404-198-0000	EMP BEN - LONGEVITY	17,325.00	0.00	14,625.00	2,700.00	84%	15,525.00	0.00	14,175.00	1,350.00	91%	
01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANCE	98,911.00	0.00	85,305.00	13,606.00	86%	91,418.00	0.00	68,009.43	23,408.57	74%	
01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	0.00	0.00	1,000.00	-1,000.00	0%	2,000.00	1,000.00	2,920.15	-920.15	146%	
		1,385,709.00	114,955.02	1,142,605.38	243,103.62	82%	1,363,233.67	119,219.63	1,130,268.50	232,965.17	83%	
Human Resource	01-405-101-0000	TC/TC - FULL TIME SALARIES	99,362.00	7,811.32	89,944.95	9,417.05	91%	107,784.00	7,811.32	60,270.81	47,513.19	56%
	01-405-103-0000	TC/TC - PART TIME SALARIES	26,581.00	2,394.21	27,048.71	-467.71	102%	28,365.00	2,223.91	38,496.56	-10,131.56	136%
	01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	6,540.00	0.00	3,980.25	2,559.75	61%	4,140.00	0.00	1,575.00	2,565.00	38%
	01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	3,570.00	260.00	1,572.80	1,997.20	44%	3,170.00	260.00	1,178.61	1,991.39	37%
	01-405-201-0000	TC/TC - POSTAGE	6,966.00	536.40	7,216.98	-250.98	104%	11,436.00	2,462.67	7,416.31	4,019.69	65%
	01-405-201-1000	TC/TC - SPECIAL POSTAGE	5,600.00	0.00	0.00	5,600.00	0%	0.00	0.00	1,672.80	-1,672.80	0%
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	796.92	2,244.57	1,055.43	68%	3,290.00	495.43	2,175.23	1,114.77	66%
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	122.02	1,346.81	253.19	84%	1,500.00	122.70	1,230.53	269.47	82%
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	650.00	40.00	307.90	342.10	47%	650.00	0.00	443.95	206.05	68%
	01-405-310-0003	TC/TC - ADVERTISING	200.00	0.00	128.80	71.20	64%	200.00	0.00	64.40	135.60	32%
01-405-310-0070	TC/TC - ELECTION/REGISTRATION	4,975.00	52.08	4,924.17	50.83	99%	3,125.00	0.00	7,795.49	-4,670.49	249%	
01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	267.50	997.16	402.84	71%	1,370.00	130.00	1,167.39	202.61	85%	
01-405-702-0000	TC/TC - DEED RESEARCH	2,600.00	178.69	379.59	2,220.41	15%	2,600.00	1,915.03	2,531.59	68.41	97%	
01-405-702-1000	TC/TC - CODIFICATION	700.00	0.00	0.00	700.00	0%	12,000.00	0.00	8,772.50	3,227.50	73%	
01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	369.90	2,130.10	15%	2,500.00	0.00	0.00	2,500.00	0%	
		166,544.00	12,459.14	140,462.59	26,081.41	84%	182,130.00	15,421.06	134,791.17	47,338.83	74%	
Town Clerk/Tax Collector	01-406-101-0000	RECREATION-FULL TIME SALARIES	146,666.00	11,374.22	132,279.12	14,386.88	90%	0.00	0.00	0.00	0.00	0%
	01-406-103-0000	RECREATION-PART TIME SALARIES	35,006.00	3,115.20	26,696.80	8,309.20	76%	0.00	0.00	0.00	0.00	0%
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	0.00	1,524.83	475.17	76%	0.00	0.00	0.00	0.00	0%
	01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	0.00	0.00	300.00	0%	0.00	0.00	0.00	0.00	0%
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	-0.80	27.23	272.77	9%	0.00	0.00	0.00	0.00	0%
	01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	817.33	682.67	54%	0.00	0.00	0.00	0.00	0%
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	662.33	1,185.58	464.42	72%	0.00	0.00	0.00	0.00	0%
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,159.00	194.03	3,135.71	23.29	99%	0.00	0.00	0.00	0.00	0%
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	645.00	49.99	1,011.91	-367.91	157%	0.00	0.00	0.00	0.00	0%
	01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	7,188.00	90.00	6,007.88	1,180.12	84%	0.00	0.00	0.00	0.00	0%
01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	0.00	1,200.00	0%	0.00	0.00	0.00	0.00	0%	
01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	4,500.00	290.50	3,170.70	1,329.30	70%	0.00	0.00	0.00	0.00	0%	
		204,114.00	15,775.47	175,858.09	28,255.91	86%	0.00	0.00	0.00	0.00	0%	
Recreation G.F.	01-407-101-0000	CODE - FULL TIME SALARIES	25,355.00	1,944.31	23,398.80	1,956.20	92%	25,355.00	1,950.40	23,417.20	1,937.80	92%
	01-407-103-0000	CODE - PART TIME SALARIES	37,318.00	2,883.39	35,751.60	1,566.40	96%	35,053.00	3,263.43			

Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent
				Transactions	Transactions				Transactions	Transactions		
	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	21,320.00	1,568.25	16,832.56	4,487.44	79%	20,800.00	1,235.13	15,385.29	5,414.71	74%
	01-408-190-0000	DIR ASSIST - TRAINING/STAFF DEVEL	150.00	0.00	0.00	150.00	0%	150.00	0.00	0.00	150.00	0%
	01-408-202-0000	DIR ASSIST - GENERAL SUPPLIES	200.00	30.83	550.78	-350.78	275%	200.00	34.76	355.91	-155.91	178%
	01-408-310-0002	DIR ASSIST - DUES/SUBSCRIPTIONS	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
	01-408-315-0038	DIR ASSIST - FOOD	2,000.00	0.00	60.00	1,940.00	3%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0039	DIR ASSIST - RENT	30,000.00	2,270.00	10,935.00	19,065.00	36%	30,000.00	0.00	8,910.00	21,090.00	30%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	619.44	2,380.56	21%
	01-408-315-0041	DIR ASSIST - HEAT	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-408-315-0042	DIR ASSIST - MEDICAL	2,000.00	0.00	197.63	1,802.37	10%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	150.00	900.00	2,100.00	30%
Direct Assistance			64,720.00	3,869.08	28,575.97	36,144.03	44%	64,200.00	1,419.89	26,170.64	38,029.36	41%
	01-409-101-0000	ASSESS - FULL TIME SALARIES	16,973.00	0.00	0.00	16,973.00	0%	16,973.00	0.00	12,140.65	4,832.35	72%
	01-409-103-0000	ASSESS - PART TIME SALARIES	0.00	0.00	0.00	0.00	0%	43,700.00	3,370.50	28,670.13	15,029.87	66%
	01-409-130-0000	ASSESS - CONTRACTED SERVICES	40,000.00	4,689.50	30,554.25	9,445.75	76%	0.00	0.00	0.00	0.00	0%
	01-409-190-0000	ASSESS - TRAINING	200.00	0.00	212.75	-12.75	106%	300.00	0.00	0.00	300.00	0%
	01-409-191-0000	ASSESS - MILEAGE	250.00	0.00	0.00	250.00	0%	500.00	0.00	326.01	173.99	65%
	01-409-201-0000	ASSESS - POSTAGE	500.00	7.12	74.47	425.53	15%	2,600.00	33.17	455.76	2,144.24	18%
	01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	0.00	94.53	405.47	19%	1,000.00	0.00	54.28	945.72	5%
	01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	900.00	0.00	20.00	880.00	2%	900.00	0.00	20.00	880.00	2%
	01-409-407-0000	ASSESS - SOFTWARE	7,400.00	0.00	7,400.00	0.00	100%	7,250.00	0.00	7,250.00	0.00	100%
Assessing			66,723.00	4,696.62	38,356.00	28,367.00	57%	73,223.00	3,403.67	48,916.83	24,306.17	67%
	01-410-602-0000	LEGAL - LEGAL EXPENSES	75,000.00	75.50	68,792.19	6,207.81	92%	67,500.00	7,225.42	132,748.83	-65,248.83	197%
Legal			75,000.00	75.50	68,792.19	6,207.81	92%	67,500.00	7,225.42	132,748.83	-65,248.83	197%
	01-411-101-0000	PLAN - FULL TIME SALARIES	95,708.00	7,368.28	86,135.29	9,572.71	90%	94,668.00	7,362.18	87,005.92	7,662.08	92%
	01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	1,240.47	759.53	62%	3,000.00	473.47	1,761.84	1,238.16	59%
	01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	20.13	197.73	1,302.27	13%	2,500.00	1,291.12	1,890.82	609.18	76%
	01-411-201-0000	PLAN - POSTAGE	2,000.00	141.44	1,169.41	830.59	58%	2,000.00	49.08	1,173.14	826.86	59%
	01-411-202-0000	PLAN - GENERAL SUPPLIES	2,000.00	1,052.93	2,564.63	-564.63	128%	2,000.00	97.40	913.68	1,086.32	46%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	1,000.00	4,000.00	0.00	100%	4,000.00	1,000.00	4,000.00	0.00	100%
	01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	600.00	53.62	591.44	8.56	99%	600.00	54.14	542.72	57.28	90%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,345.00	0.00	50.00	8,295.00	1%	9,345.00	7,843.24	8,231.24	1,113.76	88%
	01-411-310-0003	PLAN - ADVERTISING	2,000.00	0.00	692.30	1,307.70	35%	2,000.00	0.00	821.10	1,178.90	41%
	01-411-702-0000	PLAN - TAX MAPS	0.00	0.00	0.00	0.00	0%	0.00	0.00	8.50	-8.50	0%
	01-411-703-0000	PLAN - CONTRACTED SERVICES	10,000.00	2,058.30	4,922.05	5,077.95	49%	0.00	0.00	0.00	0.00	0%
Planning			128,153.00	11,694.70	101,563.32	26,589.68	79%	120,113.00	18,170.63	106,348.96	13,764.04	89%
	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	1,000.00	202.50	1,901.25	-901.25	190%	1,000.00	0.00	300.00	700.00	30%
	01-413-201-0000	CON COMM - POSTAGE	60.00	0.00	0.00	60.00	0%	60.00	0.00	0.00	60.00	0%
	01-413-202-0000	CON COMM - GENERAL SUPPLI	200.00	0.00	0.00	200.00	0%	200.00	77.56	101.52	98.48	51%
	01-413-310-0002	CON COMM - DUES/SUBSCRIPT	390.00	0.00	330.00	60.00	85%	390.00	0.00	300.00	90.00	77%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	163.72	127.28	56%	291.00	0.00	167.33	123.67	58%
Conservation Commission			1,941.00	202.50	2,394.97	-453.97	123%	1,941.00	77.56	868.85	1,072.15	45%
	01-414-310-0000	ECON DEV - OPERATING EXPENSE	1,000.00	0.00	13,360.00	-12,360.00	1336%	1,000.00	0.00	0.00	1,000.00	0%
	01-414-702-0000	ECON DEV - CONTRACTED SERVIC	0.00	90.00	90.00	-90.00	0%	1,000.00	0.00	9,500.00	-8,500.00	950%
Economic Development			1,000.00	90.00	13,450.00	-12,450.00	1345%	2,000.00	0.00	9,500.00	-7,500.00	475%
	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	236,000.00	0.00	100,000.00	136,000.00	42%
	01-418-951-0000	DEBT SER - INTEREST	41,550.00	0.00	38,458.32	3,091.68	93%	45,800.00	0.00	43,017.26	2,782.74	94%
Debt Service			141,550.00	0.00	138,458.32	3,091.68	98%	281,800.00	0.00	143,017.26	138,782.74	51%
	01-420-101-0000	MIS - FULL TIME SALARIES	65,377.00	5,028.92	58,838.36	6,538.64	90%	64,094.00	5,028.92	59,089.81	5,004.19	92%
	01-420-103-0000	MIS - PART TIME SALARIES	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	0.00	1,000.00	0%	2,000.00	0.00	790.86	1,209.14	40%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	206.89	2,845.16	-345.16	114%	2,500.00	0.00	3,463.68	-963.68	139%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	500.00	52.82	606.66	-106.66	121%	1,100.00	50.17	541.74	558.26	49%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	0.00	275.00	0%	250.00	0.00	260.88	-10.88	104%
	01-420-407-0000	MIS - SOFTWARE MAINT	47,500.00	1,200.00	35,492.31	12,007.69	75%	45,800.00	1,871.00	38,538.49	7,261.51	84%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,000.00	0.00	4,291.81	-291.81	107%	4,000.00	383.07	4,510.21	-510.21	113%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	1,009.25	3,490.75	22%	4,500.00	0.00	1,408.19	3,091.81	31%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-420-800-0000	MIS - NEW EQUIPMENT	10,000.00	772.57	9,352.58	647.42	94%	10,000.00	0.00	12,254.83	-2,254.83	123%
Information Technology			140,152.00	7,261.20	112,436.13	27,715.87	80%	138,744.00	7,333.16	120,858.69	17,885.31	87%
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	21,887.00	1,687.40	19,972.58	1,914.42	91%	20,686.00	1,773.20	19,872.54	813.46	96%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	5,000.00	0.00	4,994.77	5.23	100%	5,000.00	0.00	4,957.45	42.55	99%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	0.00	0.00	2,500.00	0%	0.00	0.00	0.00	0.00	0%
Channel 13			29,387.00	1,687.40	24,967.35	4,419.65	85%	25,686.00	1,773.20	24,829.99	856.01	97%
	01-438-101-0000	POLICE - FULL TIME SALARIES	988,382.00	76,019.49	881,627.86	106,754.14	89%	990,513.33	73,981.98	863,548.86	126,964.47	87%
	01-438-102-0000	POLICE - OVERTIME	105,140.00	8,486.70	91,798.53	13,341.47	87%	105,560.00	7,227.35	77,242.15	28,317.85	73%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	2,371.51	28,529.07	6,470.93	82%	33,000.00	2,069.78	29,240.16	3,759.84	89%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	0.00	791.15	1,708.85	32%	2,500.00	27.48	27.48	2,472.52	1%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	2,906.06	6,759.70	3,240.30	68%	10,000.00	395.00	5,894.75	4,105.25	59%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	250.00	30.00	109.35	140.65	44%	200.00	615.68	633.53	-433.53	317%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	719.73	4,744.93	4,055.07	54%	8,800.00	658.70	1,510.76	7,289.24	17%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,500.00	500.00	90%	4,500.00	0.00	4,250.00	250.00	94%
	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	1,750.00	750.00	70%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	941.43	1,251.99	748.01	63%	2,000.00	0.00	405.47	1,594.53	20%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	269.70	732.48	1,767.52	29%	2,500.00	166.38	236.32	2,263.68	9%
	01-438-201-0000	POLICE - POSTAGE	450.00	30.24	530.05	-80.05	1					

Town of Newmarket, New Hampshire  
Expense Report <sup>1</sup>/<sub>2</sub>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent
				Transactions	Transactions				Transactions	Transactions		
	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	118,136.00	9,087.36	106,322.11	11,813.89	90%	100,169.00	9,087.36	104,524.09	-4,355.09	104%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	791.03	71,790.25	-21,790.25	144%	50,000.00	188.69	56,653.00	-6,653.00	113%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	220,711.00	16,784.46	198,323.74	22,387.26	90%	219,461.00	17,169.78	193,442.37	26,018.63	88%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPMENT	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	0.00	5,000.00	0%
	01-441-193-0000	PW ADMIN. - UNIFORMS	13,500.00	986.68	7,293.52	6,206.48	54%	14,188.00	1,044.39	12,481.13	1,706.87	88%
	01-441-201-0000	PW ADMIN. - POSTAGE	100.00	0.42	34.29	65.71	34%	100.00	2.40	23.00	77.00	23%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	5,800.00	730.97	8,224.33	-2,424.33	142%	5,800.00	576.90	7,795.97	-1,995.97	134%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	7,000.00	562.46	7,079.71	-79.71	101%	7,000.00	480.96	5,214.80	1,785.20	74%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	300.00	0.00	787.65	-487.65	263%	300.00	0.00	150.00	150.00	50%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	422.30	3,340.33	-2,140.33	278%	1,200.00	0.00	778.55	421.45	65%
Public Work Administration			417,247.00	29,365.68	403,195.93	14,051.07	97%	398,718.00	28,550.48	381,062.91	17,655.09	96%
	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	10,500.00	3,078.40	11,655.66	-1,155.66	111%	10,500.00	4,558.02	15,238.82	-4,738.82	145%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	0.00	96,590.73	-16,590.73	121%	75,000.00	0.00	106,999.34	-31,999.34	143%
	01-442-208-0000	RDWY/SWK - WINTER SAND	6,200.00	0.00	3,644.81	2,555.19	59%	6,200.00	0.00	6,195.33	4.67	100%
	01-442-213-0000	RDWY/SWK - PAVEMENT MARKING	3,000.00	0.00	43.80	2,956.20	1%	2,200.00	0.00	3,418.68	-1,218.68	155%
	01-442-250-0000	RDWY/SWK - COLD MIX	2,800.00	1,193.40	3,116.26	-316.26	111%	2,125.00	0.00	2,047.03	77.97	96%
	01-442-251-0000	RDWY/SWK - HOT TOP	125,000.00	0.00	126,741.00	-1,741.00	101%	125,000.00	0.00	133,692.48	-8,692.48	107%
	01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	12,500.00	160.00	9,947.14	2,552.86	80%	10,000.00	0.00	13,200.00	-3,200.00	132%
	01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,728.29	271.71	95%	6,120.00	0.00	5,062.26	1,057.74	83%
	01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	12,000.00	0.00	28,689.04	-16,689.04	239%	11,550.00	0.00	18,322.50	-6,772.50	159%
	01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	1,900.00	1,100.00	63%	2,925.00	0.00	3,825.00	-900.00	131%
	01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	1,695.00	1,305.00	57%	3,000.00	0.00	1,300.00	1,700.00	43%
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	2,070.00	0.00	100%	2,070.00	0.00	2,070.00	0.00	100%
	01-442-704-0000	RDWY/SWK - ENGINEERING	30,000.00	0.00	866.00	29,134.00	3%	2,000.00	0.00	1,500.00	500.00	75%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	88,000.00	0.00	90,485.33	-2,485.33	103%	88,000.00	0.00	94,021.78	-6,021.78	107%
Roadways & Sidewalks			384,070.00	4,431.80	383,173.06	896.94	100%	346,690.00	4,558.02	406,893.22	-60,203.22	117%
	01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	2,343.00	-343.00	117%	2,000.00	224.79	1,642.95	357.05	82%
	01-446-302-0000	STREET LIGHT - ELECTRICITY	44,250.00	3,819.37	38,517.62	5,732.38	87%	43,800.00	3,555.68	36,108.39	7,691.61	82%
Street Lighting			46,250.00	3,819.37	40,860.62	5,389.38	88%	45,800.00	3,780.47	37,751.34	8,048.66	82%
	01-447-206-0000	BRIDGES - SIGNS	0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%
Bridges			0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%
	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	89,462.00	4,686.48	55,028.50	34,433.50	62%	59,873.00	4,821.60	55,588.01	4,284.99	93%
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	35.12	1,787.28	1,212.72	60%	3,000.00	0.00	2,198.76	801.24	73%
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	60,340.00	8,036.89	65,578.70	-5,238.70	109%	88,120.00	8,166.11	67,100.02	21,019.98	76%
	01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	54.52	7,554.30	2,445.70	76%	10,000.00	442.02	6,619.90	3,380.10	66%
	01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	10,500.00	848.50	8,867.72	1,632.28	84%	10,500.00	665.00	8,980.21	1,519.79	86%
	01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,000.00	86.94	946.75	53.25	95%	1,000.00	85.48	1,035.61	-35.61	104%
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	11,000.00	1,127.07	10,417.55	582.45	95%	11,000.00	864.22	8,876.46	2,123.54	81%
	01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	23,000.00	2,062.63	20,310.48	2,689.52	88%	23,000.00	1,808.08	19,875.24	3,124.76	86%
	01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	20,085.00	5,203.92	31,009.68	-10,924.68	154%	16,200.00	1,446.44	25,498.81	-9,298.81	157%
	01-448-303-0170	BLD/GRNDS - HEAT & OIL - HAND TUB	100.00	0.00	0.00	100.00	0%	100.00	0.00	0.00	100.00	0%
	01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	2,873.00	848.96	4,188.69	-1,315.69	146%	3,762.00	-84.50	3,070.56	691.44	82%
	01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	33,462.00	1,883.15	35,743.43	-2,281.43	107%	40,000.00	1,497.68	38,108.94	1,891.06	95%
	01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	3,500.00	3,178.44	10,835.72	-7,335.72	310%	6,000.00	1,007.93	5,574.45	425.55	93%
	01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	450.00	136.70	514.26	-64.26	114%	450.00	140.81	789.08	-339.08	175%
	01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LANE	1,600.00	415.03	1,907.06	-307.06	119%	2,000.00	546.76	1,762.34	237.66	88%
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	12,000.00	264.82	12,868.50	-868.50	107%	12,000.00	545.36	13,094.30	-1,094.30	109%
	01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	12,000.00	1,519.80	34,015.55	-22,015.55	283%	12,000.00	1,078.19	19,544.00	-7,544.00	163%
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,000.00	973.14	2,053.14	-53.14	103%	2,000.00	1,076.00	4,821.00	-2,821.00	241%
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	6,000.00	24.38	5,208.55	791.45	87%	6,000.00	4,313.24	7,115.14	-1,115.14	119%
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	10,000.00	0.00	11,338.35	-1,338.35	113%	10,000.00	377.00	2,471.76	7,528.24	25%
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	811.32	8,689.27	3,310.73	72%	12,000.00	670.13	8,228.14	3,771.86	69%
	01-448-401-0152	BLD/GRNDS - COMM CTR HEAT OIL	10,140.00	518.32	11,838.82	-1,698.82	117%	11,495.00	485.70	13,610.72	-2,115.72	118%
	01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICITY	0.00	288.48	2,669.81	-2,669.81	0%	0.00	0.00	0.00	0.00	0%
	01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	0.00	193.67	2,286.37	-2,286.37	0%	0.00	0.00	0.00	0.00	0%
	01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
	01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	26.66	344.53	-44.53	115%	300.00	27.64	194.88	105.12	65%
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	15.01	2,325.26	674.74	78%	3,000.00	14.76	1,743.29	1,256.71	58%
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	2,000.00	0.00	0.00	2,000.00	0%	700.00	0.00	7.64	692.36	1%
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENANCE	5,000.00	5.39	7,702.90	-2,702.90	154%	4,500.00	1,287.97	12,321.57	-7,821.57	274%
	01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANCE	2,500.00	115.72	1,022.86	1,477.14	41%	2,500.00	172.50	1,123.57	1,376.43	45%
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	2,684.36	26,491.22	5,508.78	83%	30,000.00	4,152.09	31,480.16	-1,480.16	105%
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	60,000.00	0.00	47,915.00	12,085.00	80%	60,000.00	0.00	47,915.00	12,085.00	80%
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	10,000.00	0.00	9,728.30	271.70	97%	9,500.00	0.00	9,587.73	-87.73	101%
Building & Grounds			449,362.00	36,045.42	441,188.55	8,173.45	98%	451,050.00	35,608.21	418,337.29	32,712.71	93%
	01-449-101-0000	CEM - FULL TIME SALARIES	18,263.00	1,439.92	16,447.13	1,815.87	90%	17,815.00	1,404.80	16,506.40	1,308.60	93%
	01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	627.75	4,940.25	6,109.75	45%	11,050.00	1,325.00	7,459.75	3,590.25	68%
	01-449-202-0000	CEM - GENERAL SUPPLIES	1,000.00	0.00	45.25	954.75	5%	500.00	0.00	253.36	246.64	51%
	01-449-302-0000	CEM - ELECTRICITY	250.00	15.80	156.32	93.68	63%	250.00	15.12	195.93	54.07	78%
	01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	64.65	735.35	8%	800.00	0.00	121.41	678.59	15%
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	900.00	1,775.00	3,225.00						

Town of Newmarket, New Hampshire  
Expense Report <sup>1,2</sup>  
For the Period Ended May 31, 2015

Fiscal Year 2015						Fiscal Year 2014							
Department	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	
				Transactions	Transactions				Transactions	Transactions			
Fire & Rescue	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	82,298.00	6,269.40	73,588.20	8,709.80	89%	80,683.00	6,269.41	70,032.57	10,650.43	87%	
	01-461-102-0000	FIRE/RES - OVERTIME	12,000.00	733.50	18,358.85	-6,358.85	153%	12,000.00	1,196.08	13,292.48	-1,292.48	111%	
	01-461-103-0000	FIRE/RES - PART TIME SALARIES	118,412.00	12,545.53	121,937.90	-3,525.90	103%	102,100.00	11,298.69	107,615.44	-5,515.44	105%	
	01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMENT	14,000.00	839.95	15,547.70	-1,547.70	111%	18,000.00	1,110.06	12,563.82	5,436.18	70%	
	01-461-193-0000	FIRE/RES - UNIFORMS	10,000.00	60.38	10,783.87	-783.87	108%	10,000.00	0.00	9,852.94	147.06	99%	
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	9.25	40.68	34.32	54%	100.00	0.48	36.59	63.41	37%	
	01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	1,607.39	5,669.21	830.79	87%	6,500.00	415.14	3,421.77	3,078.23	53%	
	01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	12,500.00	3,514.85	12,109.52	390.48	97%	12,500.00	586.47	8,144.29	4,355.71	65%	
	01-461-209-0000	FIRE/RES - GASOLINE	1,600.00	80.14	717.95	882.05	45%	1,600.00	141.81	1,096.07	503.93	69%	
	01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	798.67	6,264.43	2,435.57	72%	8,700.00	753.65	7,481.86	1,218.14	86%	
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	16,000.00	846.84	7,189.98	8,810.02	45%	0.00	818.87	7,740.20	-7,740.20	0%	
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	7,900.00	363.89	4,800.51	3,099.49	61%	4,500.00	420.14	4,391.97	108.03	98%	
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,000.00	85.00	4,274.10	-274.10	107%	4,200.00	0.00	5,666.45	-1,466.45	135%	
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	0.00	900.00	0%	1,200.00	0.00	0.00	1,200.00	0%	
	01-461-402-0000	FIRE/RES - EQUIP MAINT	12,500.00	179.00	14,292.98	-1,792.98	114%	12,500.00	209.97	12,687.52	-187.52	102%	
	01-461-518-0000	FIRE/RES - HAZMAT	2,200.00	0.00	2,098.14	101.86	95%	2,200.00	0.00	2,098.14	101.86	95%	
	01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	1,200.00	0.00	450.00	750.00	38%	1,700.00	0.00	270.00	1,430.00	18%	
	01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	0.00	22,330.04	2,669.96	89%	20,000.00	717.50	17,951.59	2,048.41	90%	
				335,785.00	27,933.79	320,454.06	15,330.94	95%	297,983.00	23,933.27	284,293.70	13,689.30	95%
	Emergency Management	01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
01-463-190-0000		EM - TRAINING/STAFF DE	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%	
01-463-202-0000		EM - GENERAL SUPPLIES	450.00	0.00	0.00	450.00	0%	450.00	0.00	0.00	450.00	0%	
			1,950.00	0.00	0.00	1,950.00	0%	1,950.00	0.00	0.00	1,950.00	0%	
Grants	01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	577.00	1,423.00	29%	2,000.00	0.00	1,333.00	667.00	67%	
	01-480-813-0000	GRANTS - FESTIVAL SUPPORT	15,500.00	0.00	8,500.00	7,000.00	55%	15,500.00	0.00	15,500.00	0.00	100%	
	01-480-814-0000	GRANTS - NWMKT ATHLETIC ASSOC	21,500.00	0.00	21,500.00	0.00	100%	21,500.00	0.00	21,500.00	0.00	100%	
	01-480-815-0000	GRANTS - NWMKT SENIOR CITIZENS	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	1,200.00	0.00	100%	
	01-480-816-0000	GRANTS - NWMKT HISTORICAL SOCIETY	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-480-817-0000	GRANTS - C.O.A.S.T.	20,748.00	0.00	20,748.00	0.00	100%	20,748.00	0.00	20,748.00	0.00	100%	
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	2,100.00	0.00	0.00	2,100.00	0%	2,100.00	0.00	0.00	2,100.00	0%	
	01-480-819-0000	GRANTS - NWMKT HANDTUB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	2,000.00	0.00	100%	
			67,048.00	0.00	53,325.00	13,723.00	80%	67,048.00	0.00	43,533.00	23,515.00	65%	
Social Service Grant	01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-481-913-0000	SS GRANTS - LAMPREY HEALTH CENTER	10,100.00	0.00	10,100.00	0.00	100%	10,100.00	10,100.00	10,100.00	0.00	100%	
	01-481-914-0000	SS GRANTS - AREA HOMEMAKERS	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	5,000.00	0.00	100%	
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	3,000.00	0.00	3,000.00	0.00	100%	3,000.00	0.00	3,000.00	0.00	100%	
	01-481-916-0000	SS GRANTS - R.C.C.A.P.	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%	
	01-481-917-0000	SS GRANTS - R.S.V.P.	600.00	0.00	600.00	0.00	100%	600.00	0.00	600.00	0.00	100%	
	01-481-918-0000	SS GRANTS - A SAFE PLACE	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	1,200.00	0.00	100%	
	01-481-919-0000	SS GRANTS - BIG BROTHER/BIG SISTER	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	1,000.00	0.00	100%	
	01-481-920-0000	SS GRANTS - SEACOAST MENTAL HEALTH	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	4,000.00	0.00	4,000.00	0.00	100%	4,000.00	0.00	4,000.00	0.00	100%	
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,623.00	0.00	5,623.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	0.00	0.00	500.00	0%	500.00	500.00	500.00	0.00	100%	
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%	
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTER	0.00	0.00	0.00	0.00	0%	1,000.00	0.00	1,000.00	0.00	100%	
			45,023.00	0.00	37,323.00	7,700.00	83%	40,400.00	10,600.00	40,400.00	0.00	100%	
Transfers	01-700-000-3049	TRANSFER TO GRANT FUND	117.00	0.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
			117.00	0.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
		<b>General Fund</b>	<b>6,089,345.00</b>	<b>433,713.65</b>	<b>5,385,059.14</b>	<b>704,285.86</b>	<b>88%</b>	<b>5,927,753.00</b>	<b>413,979.08</b>	<b>5,172,540.78</b>	<b>755,212.22</b>	<b>87%</b>	

Town of Newmarket, New Hampshire  
Expense Report <sup>4b</sup>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent
				Transactions	Transactions				Transactions	Transactions		
	02-480-101-0000	LIBRARY - SALARIES	55,904.00	2,942.29	44,919.03	10,984.97	80%	55,904.00	3,923.06	78,629.49	-22,725.49	141%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	113,335.00	6,445.22	92,733.99	20,601.01	82%	99,912.00	7,718.37	81,032.29	18,879.71	81%
	02-480-150-0000	LIBRARY - FICA	10,493.00	605.63	8,691.97	1,801.03	83%	10,355.00	732.66	9,929.10	425.90	96%
	02-480-151-0000	LIBRARY - MEDICARE	2,454.00	141.63	2,032.84	421.16	83%	2,422.00	171.34	2,322.13	99.87	96%
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	16,397.00	567.24	3,745.54	12,651.46	23%	15,497.00	362.14	5,986.06	9,510.94	39%
	02-480-156-0000	LIBRARY - RETIREMENT	5,493.00	316.89	4,837.86	655.14	88%	6,021.00	408.51	8,454.42	-2,433.42	140%
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	723.00	27.00	534.10	188.90	74%	708.00	51.61	606.73	101.27	86%
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	1,683.00	0.00	1,459.43	223.57	87%	1,683.00	0.00	827.30	855.70	49%
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	1,180.00	0.00	526.78	653.22	45%	1,180.00	281.22	2,459.01	-1,279.01	208%
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	482.94	5,395.48	-395.48	108%	5,000.00	441.06	4,455.57	544.43	89%
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	124.09	1,593.20	206.80	89%	1,500.00	123.36	1,509.40	-9.40	101%
	02-480-302-0000	LIBRARY - ELECTRICITY	10,000.00	936.41	9,636.84	363.16	96%	10,000.00	668.58	6,784.76	3,215.24	68%
	02-480-303-0000	LIBRARY - HEAT & OIL	13,000.00	590.95	11,315.51	1,684.49	87%	15,196.00	1,245.17	13,399.66	1,796.34	88%
	02-480-304-0000	LIBRARY - WATER	870.00	0.00	599.27	270.73	69%	870.00	0.00	270.20	599.80	31%
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	37,645.00	7,988.54	31,970.88	5,674.12	85%	36,195.00	2,929.66	24,674.56	11,520.44	68%
	02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,741.00	0.00	9,741.00	0.00	100%	513.00	8,750.00	8,502.75	247.25	97%
	02-480-340-0000	LIBRARY - ARCHIVES/PRESERVATION	250.00	0.00	0.00	250.00	0%	250.00	0.00	0.00	250.00	0%
	02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	-132.00	1,524.81	475.19	76%	2,000.00	335.46	1,485.20	514.80	74%
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	8,000.00	2,142.76	24,078.27	-16,078.27	301%	19,200.00	1,267.24	11,276.67	7,923.33	59%
	02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEASE	2,000.00	43.00	462.59	1,537.41	23%	2,000.00	143.00	211.30	1,788.70	11%
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	4,588.00	0.00	4,588.00	0.00	100%	4,588.00	0.00	4,588.00	0.00	100%
	02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	1,180.00	0.00	1,419.40	-239.40	120%	1,700.00	0.00	2,254.29	-554.29	133%
Library			303,736.00	23,222.59	261,806.79	41,929.21	86%	300,931.00	21,315.44	269,658.89	31,272.11	90%
	05-406-101-0000	RECREATION - FULL TIME SALARIES	0.00	0.00	0.00	0.00	0%	143,975.00	10,899.13	123,787.00	20,188.00	86%
	05-406-103-0000	RECREATION - PART TIME SALARIES	103,455.00	2,024.25	78,523.29	24,931.71	76%	125,273.00	4,681.33	112,838.87	12,434.13	90%
	05-406-111-0000	RECREATION - WORK STUDY	0.00	0.00	0.00	0.00	0%	1,000.00	0.00	110.00	890.00	11%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPMENT	1,400.00	0.00	85.00	1,315.00	6%	3,425.00	29.99	1,464.97	1,960.03	43%
	05-406-191-0000	RECREATION - TRAVEL EXPENSE	0.00	0.00	102.94	-102.94	0%	400.00	0.00	274.16	125.84	69%
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	176.91	173.09	51%	650.00	0.00	178.94	471.06	28%
	05-406-201-0000	RECREATION - POSTAGE	400.00	0.00	75.49	324.51	19%	1,900.00	5.66	1,816.54	83.46	96%
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	373.78	3,086.81	-1,436.81	187%	3,723.00	1,205.45	3,553.41	169.59	95%
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	2,154.00	84.91	1,153.53	1,000.47	54%	2,154.00	0.00	668.42	1,485.58	31%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	7,000.00	928.88	4,183.35	2,816.65	60%	7,000.00	746.93	5,344.48	1,655.52	76%
	05-406-301-0000	RECREATION - COMMUNICATION SERVICES	0.00	0.00	0.00	0.00	0%	2,720.00	331.73	3,320.80	-600.80	122%
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	155.01	-155.01	0%	0.00	-180.73	0.00	0.00	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	31.38	2,902.92	2,097.08	58%	5,000.00	324.46	2,961.48	2,038.52	59%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	80.00	70.00	53%	870.00	0.00	724.95	145.05	83%
	05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	201.36	598.64	25%	800.00	0.00	1,278.78	-478.78	160%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE/LEASE	1,000.00	0.00	351.06	648.94	35%	8,106.00	378.00	5,594.42	2,511.58	69%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	0.00	4,414.79	3,748.21	54%	8,163.00	0.00	8,851.71	-688.71	108%
	05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	2,434.93	29,295.16	6,704.84	81%	38,027.00	476.51	25,428.09	12,598.91	67%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	2,000.00	0.00	0.00	2,000.00	0%	5,218.00	226.43	881.08	4,336.92	17%
	05-406-902-0000	RECREATION - SUMMER CAMP	9,000.00	0.00	9,368.42	-368.42	104%	8,945.00	270.00	7,018.47	1,926.53	78%
	05-406-902-0037	RECREATION - TEEN CAMP	2,500.00	0.00	16.15	2,483.85	1%	2,532.00	0.00	862.98	1,669.02	34%
	05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	0.00	0.00	0.00	0.00	0%	7,022.00	418.28	4,151.25	2,870.75	59%
	05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	558.99	7,891.25	2,258.75	78%	10,150.00	809.90	10,313.33	-163.33	102%
Recreation			191,172.00	6,437.12	142,063.44	49,108.56	74%	387,053.00	20,623.07	321,424.13	65,628.87	83%
	07-450-103-0000	SW - PART TIME	10,881.00	796.50	9,585.00	1,296.00	88%	10,530.00	837.00	9,885.37	644.63	94%
	07-450-202-0000	SW - GENERAL SUPPLIES	15,000.00	63.28	11,137.29	3,862.71	74%	20,000.00	22.54	16,580.80	3,419.20	83%
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	725.52	74.48	91%	800.00	0.00	50.00	750.00	6%
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	47.00	1,111.00	89.00	93%	4,900.00	45.00	1,045.00	3,855.00	21%
	07-450-403-0000	SW - VEHICLE MAINTENANCE	5,000.00	0.00	6,347.12	-1,347.12	127%	5,000.00	0.00	0.00	5,000.00	0%
	07-450-501-0000	SW - PRINTING & PUBLICATION	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	07-450-532-0000	SW - FREON REMOVAL	1,500.00	0.00	696.00	804.00	46%	1,500.00	0.00	0.00	1,500.00	0%
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	10,000.00	0.00	8,344.65	1,655.35	83%	10,000.00	0.00	0.00	10,000.00	0%
	07-450-537-0000	SW - SPRING CLEAN-UP	40,000.00	3,980.49	3,980.49	36,019.51	10%	0.00	0.00	0.00	0.00	0%
	07-450-702-0047	SW - LAMPREV REG. CO-OP	2,100.00	0.00	2,028.08	71.92	97%	2,100.00	0.00	2,028.08	71.92	97%
	07-450-702-0048	SW - MSW CONTRACT	130,350.00	14,016.60	127,426.92	2,923.08	98%	137,217.00	14,427.92	126,226.65	10,990.35	92%
	07-450-702-0049	SW - RECYCLING CONTRACT	150,280.00	13,064.23	127,327.46	22,952.54	85%	157,678.00	13,980.41	121,274.36	36,403.64	77%
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	4,710.19	36,482.97	10,517.03	78%	45,000.00	4,735.34	38,371.58	6,628.42	85%
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	7,012.89	16,810.09	13,189.91	56%	50,000.00	12,339.49	22,499.47	27,500.53	45%
	07-450-800-0000	SW - EQUIPMENT PURCHASE	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	1,104.52	3,895.48	22%
Solid Waste			449,611.00	43,691.18	352,002.59	97,608.41	78%	450,225.00	46,387.70	339,065.83	111,159.17	75%

Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended May 31, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent	Budget	Month to Date	Year to Date	Balance Year	Percent of Budget Spent
				Transactions	Transactions				Transactions	Transactions		
	20-451-101-0000	WATER - FULL TIME SALARIES	121,009.00	8,600.06	100,633.05	20,375.95	83%	120,302.00	8,600.06	109,274.30	11,027.70	91%
	20-451-102-0000	WATER - OVERTIME	8,000.00	679.42	8,196.97	-196.97	102%	8,000.00	331.24	7,043.45	956.55	88%
	20-451-103-0000	WATER - PART TIME SALARIES	0.00	688.10	8,335.85	-8,335.85	0%	6,968.00	688.10	1,716.91	5,251.09	25%
	20-451-150-0000	WATER - FICA	7,999.00	585.58	6,928.02	1,070.98	87%	8,436.00	560.86	6,898.81	1,537.19	82%
	20-451-151-0000	WATER - MEDICARE	1,871.00	136.94	1,620.08	250.92	87%	1,983.00	131.21	1,613.01	369.99	81%
	20-451-155-0000	WATER - HEALTH INSURANCE	31,160.00	4,138.64	24,822.99	6,337.01	80%	29,390.00	4,609.26	27,655.56	1,734.44	94%
	20-451-156-0000	WATER - RETIREMENT	13,685.00	983.25	11,622.76	2,062.24	85%	14,654.00	945.75	12,349.32	2,304.68	84%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	18.00	878.90	663.10	57%	1,152.00	87.89	1,005.47	146.53	87%
	20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,378.28	560.72	89%	4,241.00	0.00	2,090.02	2,150.98	49%
	20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	0.00	1,488.70	712.30	68%	312.00	0.00	161.51	150.49	52%
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	1,500.00	18.00	768.00	732.00	51%	2,500.00	0.00	1,201.17	1,298.83	48%
	20-451-193-0000	WATER - UNIFORMS	3,000.00	171.96	1,374.85	1,625.15	46%	3,000.00	302.34	3,139.00	-139.00	105%
	20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	787.50	225.50	78%	788.00	0.00	787.50	0.50	100%
	20-451-201-0000	WATER - POSTAGE	2,800.00	158.44	1,678.90	1,121.10	60%	2,800.00	312.00	2,643.98	156.02	94%
	20-451-202-0000	WATER - GENERAL SUPPLIES	2,500.00	0.00	3,869.34	-1,369.34	155%	2,500.00	357.30	2,661.43	-161.43	106%
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	769.33	280.67	73%	1,050.00	0.00	653.00	397.00	62%
	20-451-202-0003	WATER - ADVERTISING	1,600.00	0.00	2,687.89	-1,087.89	168%	1,600.00	0.00	1,030.03	569.97	64%
	20-451-204-0000	WATER - TAXES	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%
	20-451-209-0000	WATER - GASOLINE	5,200.00	232.63	2,372.50	2,827.50	46%	5,200.00	422.10	4,417.00	783.00	85%
	20-451-211-0000	WATER - LP GAS	15,000.00	628.00	12,246.03	2,753.97	82%	15,000.00	609.75	12,370.95	2,629.05	82%
	20-451-217-0000	WATER - CHEMICALS	20,000.00	0.00	6,947.16	13,052.84	35%	26,000.00	0.00	8,340.65	17,659.35	32%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	330.49	3,186.78	613.22	84%	3,800.00	275.22	2,806.00	994.00	74%
	20-451-302-0000	WATER - ELECTRICITY	40,000.00	3,766.95	35,902.56	4,097.44	90%	46,000.00	3,126.51	34,443.13	11,556.87	75%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	246.58	5,437.05	1,562.95	78%	7,000.00	1,512.37	4,038.87	2,961.13	58%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	983.91	3,016.09	25%	4,000.00	0.00	3,449.20	550.80	86%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	40.00	2,265.70	2,734.30	45%	5,000.00	178.40	1,780.00	3,219.00	35%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	45,000.00	3,365.83	57,745.90	-12,745.90	128%	45,000.00	7,925.61	38,190.70	6,809.30	85%
	20-451-504-0000	WATER - PROPERTY/LIABILITY INSURANCE	4,280.00	1,000.00	5,280.00	-1,000.00	123%	4,283.00	0.00	4,283.00	0.00	100%
	20-451-702-0000	WATER - CONTRACTED SERVICES	10,000.00	977.75	4,631.59	5,368.41	46%	9,000.00	830.00	7,699.50	1,300.50	86%
	20-451-703-0000	WATER - AUDIT	3,425.00	0.00	2,175.00	1,250.00	64%	3,350.00	0.00	2,275.00	1,075.00	68%
	20-451-704-0000	WATER - ENGINEERING	25,000.00	944.32	19,315.26	5,684.74	77%	30,000.00	0.00	10,431.68	19,568.32	35%
	20-451-900-0000	WATER - TRANSFER TO CAPITAL RESERVE	360,000.00	0.00	360,000.00	0.00	100%	359,800.00	0.00	359,800.00	0.00	100%
	20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	54,213.00	0.00	54,213.00	0.00	100%	53,732.00	0.00	53,732.00	0.00	100%
	20-451-951-0000	WATER - BONDS & NOTES INTEREST	975.00	0.00	974.76	0.24	100%	1,456.00	0.00	1,455.66	0.34	100%
	20-451-954-0000	WATER - LAND ACQUISITION	20,000.00	0.00	20,000.00	0.00	100%	20,000.00	0.00	20,000.00	0.00	100%
Water			829,065.00	27,710.94	774,518.61	54,543.39	93%	848,597.00	31,805.97	750,275.91	98,321.09	88%
	30-471-101-0000	WW - FULL TIME SALARIES	174,313.00	12,737.36	148,607.70	25,705.30	85%	172,438.00	12,688.86	157,342.71	15,095.29	91%
	30-471-102-0000	WASTEWATER - OVERTIME	17,000.00	982.33	16,227.48	772.52	95%	17,000.00	1,243.73	14,378.09	2,621.91	85%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	16,562.00	589.80	8,129.42	8,432.58	49%	23,530.00	688.10	1,716.91	21,813.09	7%
	30-471-150-0000	WASTEWATER - FICA	12,889.00	812.33	10,063.37	2,825.63	78%	13,281.00	831.44	10,015.83	3,265.17	75%
	30-471-151-0000	WASTEWATER - MEDICARE	3,015.00	189.99	2,353.57	661.43	78%	3,106.00	194.44	2,343.08	762.92	75%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	64,618.00	9,650.20	57,892.35	6,725.65	90%	64,618.00	10,134.38	60,806.31	3,811.69	94%
	30-471-156-0000	WASTEWATER - RETIREMENT	20,254.00	1,445.46	17,581.97	2,672.03	87%	23,046.00	1,473.61	18,338.50	4,707.50	80%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	2,195.00	27.00	1,481.30	713.70	67%	3,000.00	148.13	1,633.73	1,366.27	54%
	30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	4,670.17	1,228.83	79%	4,599.00	0.00	2,270.41	2,328.59	49%
	30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURANCE	3,157.00	0.00	2,135.99	1,021.01	68%	601.00	0.00	316.81	284.19	53%
	30-471-162-0000	WASTEWATER - EMPLOYEE TESTING	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
	30-471-190-0000	WASTEWATER - TRAINING/STAFF DEVELOPMENT	3,500.00	290.00	2,113.19	1,386.81	60%	3,500.00	0.00	2,313.64	1,186.36	66%
	30-471-193-0000	WASTEWATER - UNIFORMS	4,700.00	121.50	2,623.79	2,076.21	56%	3,000.00	373.14	4,092.15	-1,092.15	136%
	30-471-198-0000	SEWER - LONGEVITY	1,688.00	0.00	1,462.50	225.50	87%	1,013.00	0.00	1,237.50	-224.50	122%
	30-471-201-0000	WASTEWATER - POSTAGE	2,500.00	158.42	2,581.85	-81.85	103%	2,500.00	312.00	1,897.18	602.82	76%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	2,500.00	754.58	4,492.39	-1,992.39	180%	2,500.00	368.05	2,953.45	-453.45	118%
	30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	800.00	0.00	739.32	60.68	92%	700.00	0.00	121.00	579.00	17%
	30-471-202-0003	WASTEWATER - ADVERTISING	1,500.00	0.00	310.86	1,189.14	21%	1,200.00	0.00	0.00	1,200.00	0%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	235.01	2,249.86	2,750.14	45%	5,000.00	359.56	3,200.55	1,799.45	64%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	20,000.00	1,652.53	18,294.78	1,705.22	91%	20,000.00	2,378.38	18,941.84	1,058.16	95%
	30-471-217-0000	WASTEWATER - CHEMICALS	38,000.00	1,889.79	32,643.74	5,356.26	86%	35,000.00	1,590.00	36,320.30	-1,320.30	104%
	30-471-301-0000	WASTEWATER - COMMUNICATION SERVICES	6,800.00	606.28	4,978.00	1,822.00	73%	6,800.00	420.30	4,811.87	1,988.13	71%
	30-471-302-0000	WASTEWATER - ELECTRICITY	84,000.00	9,068.35	78,442.31	5,557.69	93%	87,000.00	7,202.77	78,995.16	8,004.84	91%
	30-471-303-0000	WASTEWATER - HEAT & OIL	30,000.00	0.00	14,512.76	15,487.24	48%	30,000.00	0.00	15,629.57	14,370.43	52%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	23,000.00	990.93	20,676.05	2,323.95	90%	23,000.00	4,861.38	30,375.09	-7,375.09	132%
	30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	3.59	1,832.88	3,167.12	37%	5,000.00	0.00	1,991.15	3,008.85	40%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	6,337.61	32,912.38	17,087.62	66%	50,000.00	4,698.08	39,362.83	10,637.17	79%
	30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSURANC	8,740.00	0.00	8,740.00	0.00	100%	8,740.00	0.00	8,740.00	0.00	100%
	30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	30,000.00	4,489.50	14,104.57	15,895.43	47%	30,000.00	1,633.00	13,438.55	16,561.45	45%
	30-471-602-0000	WASTE WATER - LEGAL EXPENSES	0.00	0.00	0.00	0.00	0%	0.00	0.00	59.00	-59.00	0%
	30-471-702-0000	WASTEWATER - CONTRACT SERVICES	17,000.00	2,538.50	11,720.45	5,279.55	69%	17,000.00	755.75	13,625.43	3,374.57	80%
	30-471-703-0000	WASTEWATER - AUDIT	3,415.00	0.00	2,175.00	1,250.00	64%	3,350.00	0.00	2,275.00	1,075.00	68%
	30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	1,130.36	26,112.91	3,887.09	87%	30,000.00	0.00	4,601.67	25,398.33	15%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	20,000.00	1,693.60	6,978.09	13,021.91	35%	20,000.00	0.00	1,510.32	18,489.68	8%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RESERVE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
	30-471											

Town of Newmarket, New Hampshire  
 Revenue Report <sup>a,b</sup>  
 For the Period Ended May 31, 2015

			Fiscal Year 2015					Fiscal Year 2014				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
		Taxes(Real estate, land use, PILOT, interest on taxes)	18,162,519.00	26,526.38	18,205,765.41	-43,246.41	100%	18,031,572.00	36,485.15	18,060,732.93	-29,160.93	100%
		Licenses, permit and fees	1,378,938.00	169,084.67	1,460,976.35	-82,038.35	106%	1,315,300.00	125,199.72	1,322,013.78	-6,713.78	101%
		From State	598,095.00	0.00	643,152.20	-45,057.20	108%	538,561.00	0.00	616,077.61	-77,516.61	114%
		Charges for services	139,850.00	40,577.59	193,169.62	-53,319.62	138%	134,750.00	20,624.23	177,781.32	-43,031.32	132%
		Misc.Rev. Includes Int. Rev.	74,601.00	16,280.94	189,643.95	-115,042.95	254%	79,701.00	446.96	110,846.07	-31,145.07	139%
		Fund Balance	435,960.00	0.00	435,960.00	0.00	100%	286,000.00	0.00	286,000.00	0.00	100%
		Recreation	191,172.00	35,743.87	217,528.32	-26,356.32	114%	209,981.00	46,992.17	178,066.37	31,914.63	85%
		Solid Waste	244,450.00	26,840.34	203,830.96	40,619.04	83%	244,450.00	21,049.04	200,110.66	44,339.34	82%
		Water	829,062.00	108,198.79	880,449.11	-51,387.11	106%	848,597.00	100,028.55	864,300.52	-15,703.52	102%
		Sewer	928,361.00	166,951.51	1,316,987.90	-388,626.90	142%	932,760.00	145,755.90	1,195,191.35	-262,431.35	128%
		<b>Total Revenue</b>	<b>22,983,008.00</b>	<b>590,204.09</b>	<b>23,747,463.82</b>	<b>-764,455.82</b>	<b>103%</b>	<b>22,621,672.00</b>	<b>496,581.72</b>	<b>23,011,120.61</b>	<b>-389,448.61</b>	<b>102%</b>

Town of Newmarket, New Hampshire  
Revenue Report <sup>a,b</sup>  
For the Period Ended May 31, 2015

Fiscal Year 2015						Fiscal Year 2014						
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
	01-310-000-1001	REAL ESTATE TAXES	18,153,215.00	0.00	18,174,843.00	-21,628.00	100%	18,024,524.00	0.00	18,029,622.00	-5,098.00	100%
	01-310-000-1003	LAND USE CHANGE TAX	0.00	0.00	6,500.00	-6,500.00	0%	0.00	0.00	0.00	0.00	0%
	01-310-000-1004	YIELD TAXES	1,500.00	0.00	292.28	1,207.72	19%	1,500.00	5.60	5.60	1,494.40	0%
	01-310-000-1005	PAYMENTS IN LIEU OF TAXES	19,175.00	0.00	20,527.98	-1,352.98	107%	20,000.00	0.00	21,044.44	-1,044.44	105%
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROP	27,000.00	19,445.85	44,090.61	-17,090.61	163%	27,000.00	18,281.68	42,616.14	-15,616.14	158%
	01-310-000-1007	REDEMPTION INTEREST	60,000.00	5,563.17	54,756.28	5,243.72	91%	60,000.00	17,794.69	67,532.31	-7,532.31	113%
	01-310-000-1008	EXCAVATION TAX	0.00	1,039.86	2,214.78	-2,214.78	0%	0.00	289.18	289.18	-289.18	0%
	01-310-000-1010	OVERLAY	-98,371.00	0.00	-98,371.00	0.00	100%	-101,452.00	0.00	-101,452.00	0.00	100%
	01-310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	0.00	32.98	-32.98	0%	0.00	0.00	26.26	-26.26	0%
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	477.50	878.50	-878.50	0%	0.00	114.00	1,049.00	-1,049.00	0%
	Taxes(Real estate, land use, PILOT, interest on taxes)		18,162,519.00	26,526.38	18,205,765.41	-43,246.41	100%	18,031,572.00	36,485.15	18,060,732.93	-29,160.93	100%
	01-330-000-1013	MV MAIL-IN FEES	7,000.00	654.00	6,578.00	422.00	94%	7,000.00	696.00	6,437.00	563.00	92%
	01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEE	1,121,036.00	114,444.00	1,169,665.03	-48,629.03	104%	1,095,000.00	118,402.00	1,113,338.00	-18,338.00	102%
	01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,802.00	27,533.00	-1,533.00	106%	26,000.00	2,909.00	27,195.00	-1,195.00	105%
	01-330-000-1016	BOAT REGISTRATIONS	3,000.00	1,084.36	4,519.40	-1,519.40	151%	3,000.00	1,310.72	3,866.96	-866.96	129%
	01-330-000-1017	MV TITLE FEES	3,000.00	352.00	3,652.00	-652.00	122%	3,000.00	334.00	3,564.00	-564.00	119%
	01-330-000-1018	DOG LICENSES	5,000.00	1,812.00	6,534.50	-1,534.50	131%	5,000.00	-1,984.50	2,981.00	2,019.00	60%
	01-330-000-1019	VITAL STATISTICS	3,000.00	611.00	5,989.00	-2,989.00	200%	3,000.00	805.00	4,698.00	-1,698.00	157%
	01-330-000-1020	UCC'S	500.00	0.00	555.00	-55.00	111%	500.00	375.00	1,440.00	-940.00	288%
	01-330-000-1022	POLICE - DOG ORDINANCE FINES	400.00	25.00	525.00	-125.00	131%	400.00	225.00	675.00	-275.00	169%
	01-330-000-1023	Finger Prints Receipts	0.00	0.00	15.00	-15.00	0%	0.00	0.00	0.00	0.00	0%
	01-330-000-1024	BUILDING PERMITS	57,602.00	2,897.00	57,332.50	269.50	100%	20,000.00	2,010.00	31,753.50	-11,753.50	159%
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	2,400.00	52.00	1,257.51	1,142.49	52%	2,400.00	117.50	1,531.40	868.60	64%
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	44,351.31	176,820.41	-26,820.41	118%	150,000.00	0.00	124,533.83	25,466.17	83%
	Licenses, permit and fees		1,378,938.00	169,084.67	1,460,976.35	-82,038.35	106%	1,315,300.00	125,199.72	1,322,013.78	-6,713.78	101%
	01-320-000-1012	HIGHWAY BLOCK GRANT	155,381.00	0.00	156,816.26	-1,435.26	101%	137,226.00	0.00	151,812.59	-14,586.59	111%
	01-320-000-1014	MISC. GRANTS	23,413.00	0.00	23,988.00	-575.00	102%	0.00	0.00	44,389.66	-44,389.66	0%
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	397,992.00	0.00	442,237.94	-44,245.94	111%	380,000.00	0.00	397,992.47	-17,992.47	105%
	01-320-000-1042	RAILROAD TAX	1,199.00	0.00	0.00	1,199.00	0%	76.00	0.00	1,198.89	-1,122.89	1577%
	30-320-000-1073	WASTEWATER - STATE REVENUE	20,110.00	0.00	20,110.00	0.00	100%	21,259.00	0.00	20,684.00	575.00	97%
	From State		598,095.00	0.00	643,152.20	-45,057.20	108%	538,561.00	0.00	616,077.61	-77,516.61	114%
	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	90.00	-40.00	180%	50.00	0.00	0.00	50.00	0%
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	145.00	2,531.00	-531.00	127%	2,000.00	0.00	15,325.00	-13,325.00	766%
	01-340-000-1028	POLICE REPORT FEES	1,200.00	30.00	1,420.00	-220.00	118%	1,200.00	52.00	1,667.50	-467.50	139%
	01-340-000-1031	AMBULANCE RECEIPTS	125,000.00	33,374.84	160,971.82	-35,971.82	129%	125,000.00	14,122.23	128,856.80	-3,856.80	103%
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	5,969.90	7,274.90	-2,274.90	145%	5,000.00	5,800.00	6,967.76	-1,967.76	139%
	01-340-000-1035	WELFARE REIMBURSEMENTS	0.00	0.00	726.91	-726.91	0%	0.00	0.00	474.85	-474.85	0%
	01-340-000-1036	COURT RECEIPTS	1,500.00	227.85	3,085.99	-1,585.99	206%	1,500.00	0.00	4,995.41	-3,495.41	333%
	01-340-000-1043	PARKING TICKETS	0.00	270.00	9,970.00	-9,970.00	0%	0.00	450.00	12,105.00	-12,105.00	0%
	01-340-000-1045	PARKING PERMITS	5,100.00	560.00	2,190.00	2,910.00	43%	0.00	0.00	1,795.00	-1,795.00	0%
	01-340-001-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	0.00	2,415.00	-2,415.00	0%	0.00	200.00	4,460.00	-4,460.00	0%
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	0.00	2,494.00	-2,494.00	0%	0.00	0.00	1,134.00	-1,134.00	0%
	Charges for services		139,850.00	40,577.59	193,169.62	-53,319.62	138%	134,750.00	20,624.23	177,781.32	-43,031.32	132%
	01-340-000-1037	COPIER REVENUE	0.00	166.50	284.50	-284.50	0%	100.00	7.00	90.50	9.50	91%
	01-340-000-1038	MISC. RECEIPTS	0.00	14,763.54	67,629.15	-67,629.15	0%	5,000.00	0.00	97,770.05	-92,770.05	1955%
	01-340-000-1042	MISC. WELFARE DONATIONS	0.00	0.00	383.00	-383.00	0%	0.00	0.00	0.00	0.00	0%
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	50.00	2,764.00	-2,764.00	0%	0.00	0.00	0.00	0.00	0%
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	585.20	1,619.20	-1,619.20	0%	0.00	0.00	0.00	0.00	0%
	01-345-000-1044	HOUSING AUTHORITY	0.00	0.00	0.00	0.00	0%	0.00	0.00	-2,473.34	2,473.34	0%
	01-350-000-0000	INS. SETTLEMENT RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,266.39	-1,266.39	0%
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	65,000.00	0.00	105,973.91	-40,973.91	163%	65,000.00	0.00	4,900.00	60,100.00	8%
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	275.00	3,175.00	425.00	88%	3,600.00	275.00	3,255.00	345.00	90%
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	432.20	7,771.99	-1,771.99	130%	6,000.00	301.66	6,012.90	-12.90	100%
	01-350-001-1105	TC/TC COVER AND UNDER	0.00	8.50	43.20	-43.20	0%	0.00	-136.70	-163.80	163.80	0%
	01-360-000-0000	GF - MISCELLANEOUS REVENUE	1.00	0.00	0.00	1.00	0%	1.00	0.00	188.37	-187.37	18837%
	Misc.Rev. Includes Int. Rev.		74,601.00	16,280.94	189,643.95	-115,042.95	254%	79,701.00	446.96	110,846.07	-31,145.07	139%
	01-360-000-1054	FUND BALANCE USED	435,960.00	0.00	435,960.00	0.00	100%	286,000.00	0.00	286,000.00	0.00	100%
	Fund Balance		435,960.00	0.00	435,960.00	0.00	100%	286,000.00	0.00	286,000.00	0.00	100%

Town of Newmarket, New Hampshire  
 Revenue Report <sup>a,b</sup>  
 For the Period Ended May 31, 2015

Fiscal Year 2015						Fiscal Year 2014						
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
	05-340-000-1047	RECREATION- RECREATION RENTAL REVEN	0.00	0.00	0.00	0.00	0%	0.00	645.00	4,474.00	-4,474.00	0%
	05-340-000-1058	RECREATION - REVENUE	191,172.00	35,637.25	207,917.05	-16,745.05	109%	209,981.00	46,342.24	162,924.90	47,056.10	78%
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	94.50	3,831.16	-3,831.16	0%	0.00	0.00	3,166.31	-3,166.31	0%
	05-350-000-1048	RECREATION - INTEREST	0.00	12.12	65.68	-65.68	0%	0.00	4.93	27.41	-27.41	0%
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	0.00	4,120.00	-4,120.00	0%	0.00	0.00	4,820.00	-4,820.00	0%
	05-350-050-1058	RECREATION - BUS USAGE	0.00	0.00	1,594.43	-1,594.43	0%	0.00	0.00	2,653.75	-2,653.75	0%
Recreation			191,172.00	35,743.87	217,528.32	-26,356.32	114%	209,981.00	46,992.17	178,066.37	31,914.63	85%
	07-340-000-1067	SW - LANDFILL RECEIPTS	0.00	7,129.60	55,736.91	-55,736.91	0%	0.00	7,994.20	57,681.89	-57,681.89	0%
	07-340-000-1068	SW - GARBAGE BAGS	244,450.00	19,525.25	145,235.75	99,214.25	59%	244,450.00	12,930.40	135,747.25	108,702.75	56%
	07-340-000-1069	SW - RECYCLING BINS	0.00	160.00	1,380.00	-1,380.00	0%	0.00	90.00	1,310.00	-1,310.00	0%
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	0.00	1,028.29	-1,028.29	0%	0.00	0.00	5,186.73	-5,186.73	0%
	07-350-000-1048	SW - INTEREST	0.00	25.49	361.57	-361.57	0%	0.00	21.36	171.71	-171.71	0%
	07-360 001-0000	SW - MISC. REVENUES	0.00	0.00	88.44	-88.44	0%	0.00	13.08	13.08	-13.08	0%
Solid Waste			244,450.00	26,840.34	203,830.96	40,619.04	83%	244,450.00	21,049.04	200,110.66	44,339.34	82%
	20-310-000-1001	WATER - TAX REVENUE	829,062.00	95,607.50	785,358.15	43,703.85	95%	848,597.00	92,685.50	783,040.25	65,556.75	92%
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DEL	0.00	4,601.49	8,537.06	-8,537.06	0%	0.00	4,756.54	9,402.82	-9,402.82	0%
	20-330-000-1071	WATER - ENTRANCE FEES	0.00	0.00	12,000.00	-12,000.00	0%	0.00	0.00	4,000.00	-4,000.00	0%
	20-340-000-1038	WATER - OTHER MISC. REVENUE	0.00	0.00	1,546.92	-1,546.92	0%	0.00	0.00	5,425.29	-5,425.29	0%
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	160.00	-160.00	0%	0.00	0.00	99.95	-99.95	0%
	20-350-000-1047	WATER - RENT OF MUNICIPAL PROPERTY	0.00	6,592.91	70,274.71	-70,274.71	0%	0.00	2,511.27	61,870.67	-61,870.67	0%
	20-350-000-1048	WATER - INTEREST	0.00	86.89	1,045.27	-1,045.27	0%	0.00	75.24	461.54	-461.54	0%
	20-350-021-1073	WATER - DEDUCT METER	0.00	1,310.00	1,527.00	-1,527.00	0%	0.00	0.00	0.00	0.00	0%
Water			829,062.00	108,198.79	880,449.11	-51,387.11	106%	848,597.00	100,028.55	864,300.52	-15,703.52	102%
	30-310-000-1001	WASTEWATER - TAX REVENUE	928,361.00	160,474.23	1,285,880.65	-357,519.65	139%	932,760.00	142,066.42	1,175,070.40	-242,310.40	126%
	30-310-000-1006	WASTEWATER - INTEREST ON DELIQUENT	0.00	5,383.12	12,082.59	-12,082.59	0%	0.00	3,647.30	10,461.03	-10,461.03	0%
	30-330-000-1071	WASTEWATER - ENTRANCE FEES	0.00	1,000.00	15,000.00	-15,000.00	0%	0.00	0.00	4,000.00	-4,000.00	0%
	30-340-000-1038	WASTEWATER - OTHER MISC. REVENUE	0.00	0.00	3,142.90	-3,142.90	0%	0.00	0.00	5,425.29	-5,425.29	0%
	30-350-000-1048	WASTEWATER - INTEREST	0.00	94.16	881.76	-881.76	0%	0.00	42.18	234.63	-234.63	0%
Sewer			928,361.00	166,951.51	1,316,987.90	-388,626.90	142%	932,760.00	145,755.90	1,195,191.35	-262,431.35	128%
<b>Total Revenue</b>			<b>22,983,008.00</b>	<b>590,204.09</b>	<b>23,747,463.82</b>	<b>-764,455.82</b>	<b>103%</b>	<b>22,621,672.00</b>	<b>496,581.72</b>	<b>23,011,120.61</b>	<b>-389,448.61</b>	<b>102%</b>

**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**By the Newmarket Town Council**  
**Resolution #2014/2015-64**

**The Purchase of a Chevrolet Pickup Truck for Public Works**

**WHEREAS**, the Highway Department needs to replace its 1999 Dodge Dakota half ton pickup truck, and

**WHEREAS**, the Department obtained a quote from Colonial Chevrolet, who is on the State's bid list, and

**WHEREAS**, the price of the 2015 Chevrolet Silverado Half Ton Pickup Truck is \$20,020, and

**WHEREAS**, the Public Works Capital Reserve Fund has a balance of \$488,070, as of March 31, 2015.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2015 Chevrolet Silverado Half Ton Pickup Truck from Colonial Chevrolet and enter into any related contracts, for a price not to exceed \$20,020.

First Reading:            June 3, 2015

Second Reading:        June 17, 2015

Approval:                June 17, 2015

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk

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## INTEROFFICE MEMORANDUM

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**TO:** STEVE FOURNIER, TOWN ADMINISTRATOR  
**FROM:** RICK MALASKY, PUBLIC WORKS DIRECTOR  
**SUBJECT:** CIP VEHICLE REPLACEMENT  
**DATE:** 5/27/2015

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I am requesting that the Town Council approve the release of \$20,020 from the Capital Reserve Vehicle Replacement account for the purchase of a 2015 Chevrolet Silverado Half Ton Pick-up Truck Chevy Silverado, from Colonial Chevrolet. This is the state bid price. A copy of the quote is attached.

There is currently \$488,070 in the Capital Reserve Vehicle Replacement account.

The above new vehicle is replacing a 1999 Dodge Dakota Half Ton Pick-up, which is in the CIP schedule to be replaced this year (listed as a new truck, line 17). This vehicle has 165,552 miles on it. The maintenance cost for fiscal year 13/14 was \$1,595.31. This vehicle will need a lot of repairs/body work completed. It failed its yearly inspection last month. I have deferred any repairs at this time due to the age, mileage, and recommendation of Auto Excellence. Frank, from Auto Excellence, has recommended spending no additional money on this vehicle. He recommends replacing it. I have also attached a letter from Auto Excellence with his cost estimate for repairs.

Please let me know if you need any other information regarding this matter.

# COLONIAL CHEVROLET

04/23/2015

Public Works  
Newmarket N.H.  
4 Young Lane  
Newmarket N.H. 03857  
Mr. R. Malasky

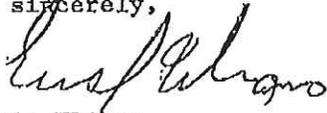
Quote for truck

N.H. State contract #2013038 Pickup#1  
cost \$18020.00

add options 8' foot bed, tow package, trailer brake controller,  
special paint, blue tooth,.

Total cost for vehicle is \$20,020.00

sincerely,



Eric Uliano  
Fleet manager

171 Great Road, Acton, Massachusetts 01720 • 978-263-1000



SALES

**Auto Excellence**  
20 North Main Street  
Newmarket, N.H 03857  
603-659-8300

May 13,2015

Re: 1999 Dodge Dakota(8-S)  
VIN:1B7GL22X4XS321646  
Plate:G04506  
Mileage: 165552

To Whom it may concern:

This Letter is to bring to attention that the vehicle listed above failed inspection due to the frame rusting. Lower rocker panels are rusted completely, needs rear springs. Also needs front lower control arms. Needs brake lines, full new exhaust.

Estimate on Repair:

Rear springs-\$400.00  
Rear frame shackles-\$650.00  
Rear bed-\$2,600.00  
Front control arm-\$350.00  
Exhaust system-\$300.00  
Labor for all repairs-\$1,300.00  
**Total estimate for repairs-\$5,600.00**

I highly recommend that this vehicle be replaced.

Town of Newmarket  
 4 Young Lane  
 Newmarket , NH 03857 USA  
 Phone: 603-659-3093 Fax: 603-659-4807

**Repairs Completed: Grouped by Equipment Num**

Equip Num From: 08S To: 08S AND Sort By: Equip Number

#	Equip Num	Repair Description	Repair Date	Miles/km on Equip	Hours on Equip	Cost
1	08S					
		starter motor	7/1/2014	162574		\$173.83
		Inspection Sticker, replace water pump, rear brakes, exhaust system	3/19/2014	161369		\$1,043.50
		Oil Change	9/15/2014	163626		\$30.00
		sway bar links, brake lines, brake fluids	7/14/2014	162682		\$347.98
<b>Total Cost For Equip Num 08S For criteria selected</b>						\$1,595.31
<b>Total Cost Over All</b>						\$1,595.31

Newmarket Capital Improvement Program (CIP) Equipment Form

Department:		Public Works				Type of Equipment: Vehicles/Equipment											
List-All Equipment and Vehicles	Description	Year Acquired	Replacement Cost	Replacement Year	Current Balance	Mileage	Fiscal Year										
							FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	Total				
1	#1 Ford F350 w/plow	2015	35,000	2025/2026		1,100	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	
2	#4 Ford F250 w/plow	2004	35,000	2014/2015		17,847	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	3500.00	
3	#10 Ford F450 One Ton w/plow	2008	75,000	2018/2019		41,867	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	
4	#20 Ford F450 One Ton w/plow	2003	75,000	2013/2014		71,737	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	7500.00	
5	#14 John Deere Loader	2006	95,000	2017/2018		3,254	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	
6	#32 John Deere Backhoe	2013	95,000	2023/2024		269	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	9500.00	
7	#5 Freightliner Dump/Plow/Sand	2005	146,000	2016/2017		39,554	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	
8	#6 Intl. Dump/Plow/Sander	2001	146,000	2013/2014		56,577	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	
9	#7 Freightliner Dump/Plow/Sand	2008	146,000	2020/2021		21,584	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	
10	#9 Intl. Dump/Plow/Sander	2012	146,000	2024/2025		8,628	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	
11	#11 Freightliner Dump/Plow/Sand	2005	146,000	2017/2018		42,921	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	12166.00	
12	#17 Johnson Sweeper	1999	160,000	2019/2020		1,978	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	8000.00	
13	#21 Trackless MT-5 Tractor	2013	140,000	2023/2024		2,037	14000.00	14000.00	14000.00	14000.00	14000.00	14000.00	14000.00	14000.00	14000.00	14000.00	
14	#42 Trackless MT-5 Tractor	2010	140,000	2020/2021		355,685	9334.00	9334.00	9334.00	9334.00	9334.00	9334.00	9334.00	9334.00	9334.00	9334.00	
15	#16 Mack Roll-off	1993	140,000	2015/2016		1,197	1667.00	1667.00	1667.00	1667.00	1667.00	1667.00	1667.00	1667.00	1667.00	1667.00	
16	#24 Cub Cadet Tractor	1999	25,000	2014/2015		-	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	
17	Ford F150 Pickup	2016	24,000	2028/2029		113,842	4000.00	4000.00	4000.00	4000.00	4000.00	4000.00	4000.00	4000.00	4000.00	4000.00	
18	#38 Bucket Truck	1993	80,000	2014/2015		14,842	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	
19	#15 Ford F150 Pickup	2011	24,000	2023/2024		6,488	7334.00	7334.00	7334.00	7334.00	7334.00	7334.00	7334.00	7334.00	7334.00	7334.00	
20	#47 Intl. Vac-Con	2004	88,000	2016/2017			164165.00	164165.00	164165.00	164165.00	164165.00	164165.00	164165.00	164165.00	164165.00	164165.00	
Total Funding							653,188										
Estimated Annual Cost of Operations and Maintenance																	
Items to be replaced in FY15/16																	
1	#16 Mack Roll-off																Estimated Disposable Value
2	#20 Ford F450 One Ton w/plow						355,695										\$ 5,000.00
3	#4 Ford F250 w/plow						71,737										\$ 8,000.00
4	#38 Bucket Truck						117,842										\$ 2,500.00
5							113,842										\$ 500.00
6																	



**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**By the Newmarket Town Council**  
**Resolution #2014/2015-65**

**The Purchase of a Mahindra 1538 HST Tractor for Public Works**

**WHEREAS**, the Highway Department needs to replace its Cub Cadet 7305 Tractor, and

**WHEREAS**, the Department obtained quotes from Chappell Tractor and John Deere, and

**WHEREAS**, the price of the least expensive tractor, a 2015 Mahindra 1538 HST tractor, is \$28,500, and

**WHEREAS**, the Public Works Capital Reserve Fund has a balance of \$488,070, as of March 31, 2015.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2015 Mahindra 1538 HST tractor from Chappell Tractor and enter into any related contracts, for a price not to exceed \$28,500.

First Reading: June 3, 2015

Second Reading: June 17, 2015

Approval: June 17, 2015

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk

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## INTEROFFICE MEMORANDUM

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**TO:** STEVE FOURNIER, TOWN ADMINISTRATOR  
**FROM:** RICK MALASKY, PUBLIC WORKS DIRECTOR  
**SUBJECT:** CIP VEHICLE REPLACEMENT (TRACTOR)  
**DATE:** 5/27/2015

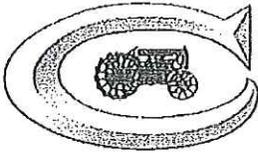
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I am requesting that the Town Council approve the release of \$28,500 from the Capital Reserve Vehicle Replacement account for the purchase of a 2015 Mihindra 1538 HST Tractor from Chappell Tractor. A copy of the quote is attached.

There is currently \$488,070 in the Capital Reserve Vehicle Replacement account.

The above new equipment is replacing a Cub Cadet 7305 tractor, which is in the CIP schedule to be replaced this year. This piece of equipment has an estimated 6,000 hours on it. The maintenance cost for fiscal year 13/14 was \$1,034.10. It currently needs additional repairs that I have deferred to do at this time due to the age, hours, and recommendation of Auto Excellence. Frank, from Auto Excellence, has recommended spending no additional money on this equipment. He recommends replacing it. I have also attached a letter from Auto Excellence with his cost estimate for repairs.

Please let me know if you need any other information regarding this matter.



# CHAPPELL TRACTOR

251 Route 125  
Brentwood and Milford, NH

(O) 603-642-6666  
(F) 603-642-4333  
(P) 800-898-2640  
[chappelltractor.com](http://chappelltractor.com)

Town of Newmarket
4 young Lane
Newmarket, NH 03857

Date:	5/18/2015
Phone:	603-659-3093
Salesman:	

QTY	Description	Price
1	New Mahindra model 1538 HST Cab tractor with turf tires, hydrostatic transmission, factory cab with heat and AC, Front and rear work lights, front and rear wipers, Tier IV emission compliant 38 hp diesel. Bucket loader with 60" quick attach bucket Municipal discounted price.	\$30,500.00
1	Less trade Cub Cadet model 7305 tractor with loader	-\$2,000.00

CHAPPELL TRACTOR has been in business since 1955.  
Be sure to take advantage of our many years of experience and call our parts and service departments with any questions.

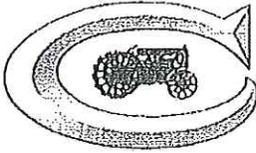
*Thank you!*

Total Sale:	
Doc Fee:	
Down Payment	
<b>BALANCE DUE:</b>	<b>\$28,500.00</b>

### FINANCE INFORMATION

### SET UP/DELIVERY INFORMATION

FINANCE COMPANY:	TIRES:	Industrial
NO. MONTHS:	LOAD TIRES:	Yes
INTEREST RATE:	ACCESSORIS:	
PAYMENT AMOUNT:	DELIVERY DATE:	
NAME OF INSURANCE:	DIRECTION:	
DEALER'S SIGNATURE	BUYER'S SIGNATURE	



# CHAPPELL TRACTOR

251 Route 125  
Brentwood and Milford, NH

(O) 603-642-6666  
(F) 603-642-4333  
(P) 800-698-2640  
[chappelltractor.com](http://chappelltractor.com)

Town of Newmarket
4 young Lane
Newmarket, NH 03857

Date:	5/18/2015
Phone:	603-659-3093
Salesman:	

QTY	Description	Price
1	Kubota model L3560HSTC tractor with turf tires, hydrostatic transmission, factory cab with heat and AC, Front and rear work lights, front and rear wipers, Tier IV emissions compliant 35 hp diesel. Bucket loader with 60" quick attach bucket Municipal discounted price	\$36,400.00
1	Less trade Cub Cadet model 7305 tractor with loader	-\$2,000.00

CHAPPELL TRACTOR has been in business since 1955.  
Be sure to take advantage of our many years of experience and call our parts and service departments with any questions.

*Thank you!*

Total Sale:	
Doc Fee:	
Down Payment	
<b>BALANCE DUE:</b>	<b>\$34,400.00</b>

### FINANCE INFORMATION

### SET UP/DELIVERY INFORMATION

FINANCE COMPANY:	TIRES:	Industrial
NO. MONTHS:	LOAD TIRES:	Yes
INTEREST RATE:	ACCESSORIS:	
PAYMENT AMOUNT:	DELIVERY DATE:	
NAME OF INSURANCE:	DIRECTION:	
DEALER'S SIGNATURE	BUYER'S SIGNATURE	



**JOHN DEERE**

**Quote Summary**

**Prepared For:**  
Newmarket Town Of  
Rick Malasky  
4 Young Ln  
Newmarket, NH 03857  
Business: 603-659-3334

**Prepared By:**  
Daniel Rosencrantz  
James R Rosencrantz & Sons  
184 South Road - Route 107  
Kensington, NH 03833  
Phone: 603-772-4414  
danny@nhtractor.com

**Quote Id:** 11487946  
**Created On:** 20 May 2015  
**Last Modified On:** 21 May 2015  
**Expiration Date:** 30 June 2015

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 3039R Compact Utility Tractor (31 PTO hp)	\$ 35,905.40 X	1 =	\$ 35,905.40
JOHN DEERE H165 Loader	\$ 5,609.56 X	1 =	\$ 5,609.56
LESS DISCOUNT AND BONUSED .	\$ -9,915.96 X	1 =	\$ (9,915.96)
LOADED REAR TIRES BALAST STAR FLUID	\$ 200.00 X	1 =	\$ 200.00

**Equipment Total** **\$ 31,799.00**

Trade In Summary	Qty	Each	Extended
1999 CUB CADET 7305 - 22878	1	\$ 2,600.00	\$ 2,600.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 2,600.00

**Trade In Total** **\$ 2,600.00**

Quote Summary	
Equipment Total	\$ 31,799.00
Trade In	\$ (2,600.00)
SubTotal	\$ 29,199.00
Total	\$ 29,199.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 29,199.00

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

**Auto Excellence  
20 North Main Street  
Newmarket, N.H 03857  
603-659-8300**

**May 20,2015**

**In regards to : #24 1999 Cub cadet. License plate G03976  
Estimate hours on this are: 6000**

**Estimate on repairs:**

**-Front differential needs replacing**

**-Pins, bushing need to be replaced**

**\$6,500.00 for total repairs depending on what we find inside the housing.**

**This machine will also need tires soon and the engine is not running smooth, very noisy. We strongly recommend this vehicle be replaced.**



**CAPITAL EQUIPMENT REQUEST FORM**  
Newmarket, NH  
FY 2015 - FY 2023

Department	Description of Equipment/Vehicles	Year Acquired	Replacement Cost	Current Balance	Mileage										Estimated Disposable Value					
					FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024						
Public Works	1 #1 Ford F250 w/plow	2003	35,000	35,000	95,943	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
	2 #4 Ford F250 w/plow	2004	35,000	35,000	109,271	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
	3 #10 Ford F450 One Ton w/plow	2008	70,000	70,000	34,407	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
	4 #20 Ford F450 One Ton w/plow	2003	70,000	70,000	67,007	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
	5 #14 John Deere Loader	2006	95,000	95,000	2909 Hrs	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000
	6 #32 John Deere Backhoe	2003	90,000	90,000	5379 Hrs	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
	7 #5 Freightliner Dump/Plow/Sand	2005	140,000	116,670	36,166	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670
	8 #6 Intl. Dump/Plow/Sander	2001	140,000	116,670	33,782	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670
	9 #7 Freightliner Dump/Plow/Sand	2008	140,000	116,670	18,914	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670
	10 #9 Intl. Dump/Plow/Sander	2012	140,000	116,670	2,528	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670
	11 #11 Freightliner Dump/Plow/Sand	2005	140,000	116,670	39,412	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670	116,670
	12 #17 Johnson Sweeper	1999	160,000	100,000	1657 Hrs	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
	13 #21 Trackless MT-5 Tractor	2010	140,000	140,000	0 Hrs	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
	14 #42 Trackless MT-5 Tractor	2010	140,000	140,000	1825 Hrs	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
	15 #16 Mack Roll-off	1993	140,000	70,000	350,163	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
	16 #24 Cub Cadet Tractor	1999	25,000	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067	1,067
	17 #35 Ford Taurus	2001	22,000	1572.00	94,989	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00	1572.00
	18 #38 Bucket Truck	1993	60,000	3000.00	113,110	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00
	19 #15 Ford 1/2 Ton Pickup	2011	24,000	2000.00	7,455	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00
	20 #47 Intl. Vac-Con	2004	88,000	4400.00	6,204	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00	4400.00
<b>TOTAL FUNDING</b>					<b>\$ 642,127</b>	<b>\$ 155,474</b>	<b>\$ 155,474</b>	<b>\$ 155,474</b>	<b>\$ 155,474</b>	<b>\$ 155,474</b>										

Item to be replaced in Fiscal Year 2013/2014	Make	Age	Mileage	Current Maintenance Costs	Priority	Estimated Disposable Value
1 #16 Mack Roll-off truck	Mack	20	350,163		N	\$5,000-\$9,000
2 #41 Ford F350	Ford	17	74,508		N	2,500-\$3,000
3 #6 Intl. Dump/Plow/Sander	International	13	53,782		N	\$6,000-\$7,000
4 #24 Cub Cadet Tractor	Cub Cadet	15	5,800		N	\$1,000

**Justification/Need for Capital Outlay:**  
All vehicles have been recommended to be replaced by the town mechanic. All vehicles are crucial to the departments daily operations for multiple task. Snow removal, Hauling of recyclables, demolition and spring clean up. Moving of all town property, etc.

Priority	Urgent	Compulsory	Necessary	Desireable
	U	C	N	D



**TOWN OF NEWMARKET, NEW HAMPSHIRE**

**By the Newmarket Town Council**

**Resolution 2014/2015-49**

**2015-2016 TOWN COUNCIL RULES FOR PROCEEDINGS**

**WHEREAS**, Section 3.2 of the Town Charter requires the Town Council to adopt rules of Council Proceedings.

**NOW THEREFORE LET IT BE RESOLVED BY THE NEWMARKET TOWN COUNCIL**, That the Town Council adopts their 2015-2016 Rules of Council Proceedings as appended to this Resolution.

First Reading: April 1, 2015  
Second Reading: April 15, 2015  
Third Reading: May 6, 2015  
Fourth Reading: May 20, 2015  
Council Approval:

Approved: \_\_\_\_\_

Philip Nazzaro, Town Council Chairman

A True Copy Attest: \_\_\_\_\_

Terri Littlefield, Town Clerk



## TOWN *of* NEWMARKET, NEW HAMPSHIRE

### 2015-2016 TOWN COUNCIL RULES FOR PROCEEDINGS

#### 1. Council Meetings

All meetings of the Town Council shall be public as required by RSA 91-A.

Business meetings shall be held on the first and third Wednesday of each month at 7:00 p.m., unless otherwise provided by ordinance or resolution. When Wednesday is a holiday, the regular meeting shall be held on a Wednesday following at the same hour unless otherwise provided by motion. The public portions of Council meetings shall end by 10:00 p.m., unless the Chairman or a majority of the Council present determines that continuing the meeting shall allow the necessary business of the meeting to be completed. In order to proceed beyond 10:00 p.m., a motion to do so shall be made and a vote shall be taken. The motion shall pass to the extent two-thirds (2/3) of the votes cast. Notwithstanding the foregoing, non-public sessions of the Council may continue after 10:00 p.m.

Business Meetings are for the purpose of deliberating and voting upon Town business. Agendas will generally follow the order of business established in Section 5 below and shall include on the agenda an opportunity for citizen comment related to the matter(s) included on the agenda and/or pertaining to the business of the City Council.

Special Meetings are for the purpose of deliberating and voting upon Town business at times other than during a regularly scheduled Business Meeting. Such meetings are "special" because the Chair, or upon request of the Town Administrator, or five (5) Council Members by written request submitted to the Chair, can call them on a minimum of 24 hours' notice. Agendas will generally follow the order of business established in Section 5 limited to one or more items requiring Council action and shall include on the agenda an opportunity for citizen comment specifically related to the matter(s) included on the agenda.

Special Meetings may be scheduled for any day provided sufficient notice is afforded in accordance with provisions of State law.

Workshop Meetings are for the purpose of the Council receiving information about Town business in an informal setting during which no formal action can be taken. The workshop agenda format is intended to encourage in-depth presentations by Town Boards, Commissions, Committees and/or staff (including consultants engaged for purposes of advising the Council), and detailed questioning and brainstorming by Council Members. The Council may discuss the material freely without following formal rules of parliamentary procedure, subject to the direction of the presiding officer. Although formal action may not be taken during Workshop Meetings, the presiding officer may poll Council Members during the meeting to determine the general consensus of the Council in order to bring matters back for consideration at future meetings. Agendas will generally follow the order of business established in Section 6 below limited to one or more items for Council review and discussion and shall include on the agenda, prior to the end of the meeting, an opportunity for citizen comment related to the matter(s) included on the agenda.

Non-Public Meetings are held to discuss only certain items specified in State law during which the public cannot attend. Non-Public Meetings shall be properly noticed and State law pertaining to the appropriateness and necessity of holding such meetings shall be strictly adhered to in all cases.

Non-Public meetings are typically scheduled as necessary, before or after other Council meetings.

Consultation with Legal Counsel/Collective Bargaining Strategy or Negotiation meetings are held solely for purposes of receiving legal counsel and/or for collective bargaining matters relating to strategy or negotiations during which the public cannot attend. These sessions are typically scheduled as necessary, before or after other Council meetings.

The place of the meetings shall be the Council Chambers at the Town Hall.

A quorum of the Council for the transaction of any business shall be four (4) of the members currently in office. A majority of those members present may adjourn the meeting to another time or date.

2. **Presiding Officer**

The Chairman shall be the presiding officer at all Council meetings. He/She shall take the chair precisely at the hour appointed for the meeting and call the members to order. In the absence or disability of the Chairman, the Vice-chairman shall preside and act as Chairman during such absence or disability.

3. **Chairman Pro Tem**

In case of the absence of both the Chairman and the Vice Chairman, the Recording Secretary shall call the Council to order and call the roll of the members. If a quorum is found to be

present, the Council shall choose one of its members to act as Chairman *pro tem* by a plurality of votes until the Chairman or Vice-Chairman appears.

4. **Recording Secretary**

The Recording Secretary shall be ex-officio Recording Secretary of the Council and shall keep minutes of the meetings and perform such other and further duties, as may be ordered by the presiding officer or Council. The Recording Secretary shall record the names of the members present and coming in after the call to order. It shall be sufficient for the Recording Secretary to record special and non-public meetings by written form. Not more than 5 business days, excluding weekends and national and state holidays, the Recording Secretary shall make available a copy of the minutes of the previous meetings to include regular, special and non-sealed non-public meetings. In the absence of the Recording Secretary, the presiding officer shall appoint an acting recording secretary during such absence that shall tape record the meeting and take minutes.

5. **Order of Business**

The business of all business meetings and workshops of the Council shall be transacted in the following order unless the Council, by a vote of at least two-thirds (2/3) of the votes cast, shall suspend the rules and change the order.

*Business Meetings:*

1. Pledge of Allegiance
2. Public Forum
3. Public Hearing
4. Town Council to Consider Acceptance of Minutes
5. Report of the Town Administrator
  - a. Monthly Department Heads Report
6. Committee Reports
7. Old Business
  - a. Ordinances and Resolutions in the 2<sup>nd</sup> Reading
  - b. Ordinances and Resolutions in the 3<sup>rd</sup> Reading
  - c. Items Laid on the Table
8. New Business/Correspondence
  - a. Town Council to Consider Nominations, Appointments and Elections
  - b. Ordinances and Resolutions in the 1<sup>st</sup> Reading
  - c. Correspondence to the Town Council
  - d. Closing Comments by Town Councilors
9. Adjournment

6. **Ordinances and Resolutions**

- a. Ordinances - Any Ordinance to be considered by the Council other than those to be enacted for purposes of addressing emergency circumstances as specified in

the Town Charter shall be initiated and acted upon in accordance with the requirements established herein.

- i. A proposed Ordinance shall appear on a meeting agenda for a first reading after which it may be referred to a Workshop Meeting, if deemed necessary, and/or a future Public Hearing date shall be set.
  - ii. After a Public Hearing relating to a proposed Ordinance has been held and testimony allowed in accordance with these rules, the proposed Ordinance shall be brought before the Council for a second reading during the same meeting, together with any and all recommendations for passage, rejection, referral to a workshop, or to a third reading.
  - iii. Any proposed Ordinance submitted for consideration by the Council, may be amended and/or enacted by a majority roll call vote in conjunction with the second and/or subsequent readings.
  - iv. If a proposed Ordinance is extensively amended following the first reading and the Council wishes further review, or additional time is needed for the public to express its opinion on the issue, it may be held for a third reading, on a simple majority vote of Council Members present.
  - v. Unless otherwise provided, each Ordinance approved by the Council shall become effective upon its passage, after it has been duly advertised within 7 business days of the Council meeting at which time the ordinance was adopted.
  - vi. The Town Clerk shall certify that the amendments are incorporated into the original ordinance with the proper reference to the amended ordinance number and date.
- b. Resolutions - Any Resolution to be considered by the Council shall typically be initiated and acted upon in accordance with these rules above. Resolutions subject to public hearings will also be subject to the following:
- i. A proposed Resolution shall appear on a meeting agenda for a first reading after which it may be referred to a Workshop Meeting, if deemed necessary, and/or a future Public Hearing date shall be set, if necessary. If no workshop or Public Hearing is necessary, than the Resolution will be referred to the next regular business meeting.
  - ii. After the proposed Resolution has been presented at the required public hearing, if necessary, it shall then be brought before the Council for a second reading the same meeting, together with any and all recommendations, for passage, rejection, referral to a workshop or other meeting.
  - iii. If a proposed Resolution requiring a public hearing is extensively amended following the public hearing and the Council wishes further review, or additional time is needed for the public to express its opinion on the issue, it may be held and referred for action at a future meeting, on a simple majority vote of Council Members present.

7. **Meeting Protocol**

No person will be allowed to speak unless and until recognized by the Chair.

No Councilor will be allowed to address an agenda item twice before each Councilor wishing to be recognized has been recognized once.

No person will be allowed to respond out of order to any statement by any other person.

All comments will be addressed to the Chair.

The Chair reserves the right to rule persons, including Councilors, out of order for violating this Resolution, as well as any other applicable statute, ordinance, resolution, or Charter provision.

Any person ruled out of order three times at one meeting will be asked to leave the meeting.

Motions will be entertained at workshops only under extraordinary circumstances. Motions will only be entertained under new business only under extraordinary circumstances. Any matter discussed under new business that the Council wishes to consider further will be referred to the next available workshop.

8. **Filing with the Town Clerk**

Per Section 3.8.A of the Town Charter any ordinance or resolution may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, the Town Clerk shall distribute a copy to each Councilor and to the Town Administrator shall file a reasonable number of copies in the office of the Town Clerk, and post a copy in such other public places as the Council may designate.

In addition, copies of ordinances, resolutions and documents to come before the Council for consideration will be given to the Town Administrator's office by noon three (3) working days preceding the day on which the Council meets. All Town Council packets shall be made available for pick up on the Friday before the scheduled business meeting and workshop at the Town Hall.

9. **Motion to be Stated by the Recording Secretary**

Any Council member may ask the Recording Secretary to state the motion before the vote. The mover without the consent of the member seconding it may not withdraw a motion.

10. **Voting**

Each member present when a question is put shall vote either aye or nay by voice vote. If a member abstains, he/she shall give the reason for abstaining. All voting shall be by roll call vote except votes on procedural matters.

11. **Conflict of Interest**

Any member who has a financial interest, direct or indirectly, in any planning or existing contract, job, work or service to be performed by the Town or voluntary sale to the Town of any land, materials, supplies, equipment or other property shall make full disclosure of such interest to the Council prior to deliberating any such matter or transaction.

The member, or if a member's family member, as defined by Section 7.3 (B) of the Town Charter is financially interested in such matters or transactions shall not vote nor advise on nor otherwise participate in the Council's consideration of such matter or transaction.

12. **Anonymous Communications**

Unsigned communications shall not be introduced in Council meetings nor shall the Council entertain any review, discussion or action upon unsigned communications.

13. **Permission to Address the Council**

To encourage and allow ongoing input and feedback from citizens, Regular, Special and Workshop meetings shall include on the agenda an opportunity for citizens to address the Council. In addition to public hearings that may be scheduled for public comment on specific matters, the Public Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the Council.

- i. Speakers shall be residents of the Town of Newmarket, property owners in the Town of Newmarket, and/or designated representatives of recognized civic organizations or businesses located in the Town of Newmarket.
- ii. Speakers shall address their comments to the presiding officer and the Council as a body and not to any individual member.
- iii. Speakers shall first recite their name and address for the record.
- iv. Each speaker shall be provided a single opportunity for comment, limited to five (5) minutes with the five (5) minutes beginning after the obligatory statement of named and address by the speaker.
- v. Citizen Forum shall not be a two-way dialogue between speaker(s), Council Member(s), and/or the Town Administrator.

The presiding officer shall preserve strict order and decorum for and by all speakers appearing before the Council.

14. **To Suspend the Rules**

These rules may be temporarily suspended by a vote of two-third (2/3) of the votes cast.

15. **To Amend Rules**

These rules may be amended, or new rules adopted, by a majority vote of all members of the Council present. Any proposed amendments to these rules shall be submitted in writing at a business meeting, and shall be placed on the agenda under the order of "New Business". This requirement shall be waived only by unanimous consent with a recorded vote of all members.

16. **Roberts Rules of Order**

Roberts Rules of Order shall be used to decide all parliamentary questions not specifically provided for in these rules.

17. **Committees**

**Budget Committee:** As provided for in RSA 32:15, I(b) *Budget Committee Membership*, "One member of the governing body of the municipality...shall be appointed by their respective board to serve for a term of one year and until their successor are qualified. Each such member may be represented by an alternate member designated by their respective board, who shall, when sitting, have the same authority as the regular member."

**Planning Board:** As provided for in RSA 637:2, I-b(a) *Planning Board*, The council shall appoint "A member of the town council...of the town selected by the town council."

The Chairman shall have the power to appoint such advisory committees, as he/she deems necessary to serve him/her in an advisory capacity. The first-named person on each advisory committee shall serve as its chairman.

18. **Councilor Development**

All newly elected Council members shall, within the first year of their election, attend at least one workshop or educational seminar for local officials offered by the New Hampshire Municipal Association, Local Government Center, or comparable local agency.

All other Councilors are also encouraged to attend at least one workshop/seminar during each remaining term year with particular emphasis upon the Right-To-Know Law, municipal budgeting, and/or other matters pertaining to local government.

19. **Annual Review and Adoption**

Consistent with Section 3.2 of the Town Charter, this Resolution shall be in effect until the next organizational meeting of the Council, at which time, the Council shall renew, amend, and re-adopt or otherwise act on this Resolution.

20. **Councilor Stipend**

Consistent with Resolution #2009/2010-08, Pertaining to the Disbursement of Town Council Member's Annual Stipend, Councilors stipend shall begin with the start of the Town's fiscal year with payment made in July, September, December and March.

**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**By the Newmarket Town Council**  
**Resolution #2014/2015-66**

**Authorizing the Town Administrator to Enter into an Agreement with Tri State  
Curb for Granite Curb Stone for Bennett Way**

**WHEREAS**, the Town of Newmarket solicited for written quotes for granite curb stone for Bennett Way, and

**WHEREAS**, two qualified New Hampshire suppliers submitted proposals, and

**WHEREAS**, after evaluating the proposal the Public Works Director recommends the proposal submitted by Tri State Curb for 1,500 LF at \$16.80 per LF, for a grand total of \$25,200.

**NOW, THEREFORE BE IT RESOLVED**, that the Newmarket Town Council does approve the Town Administrator to enter into an agreement with Tri State Curb for granite curb stone, not to exceed twenty-five thousand and two hundred dollars (\$25,200).

First Reading:            June 17, 2015

Second Reading:

Approval:

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk