



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

**WEDNESDAY, FEBRUARY 15, 2017, 7:00PM
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

6:15PM Non-Public Meeting pursuant to RSA 91-A:3.II(a) Personnel

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 five (5) minutes.)*
3. Public Hearing – None
4. Town Council to Consider Acceptance of Minutes
 - a. February 1, 2017 Non-Public Minutes
 - b. February 1, 2017 Regular Meeting Minutes
5. Report of the Town Administrator
6. Committee Reports
7. Old Business
 - a. Resolutions/Ordinances in the 2nd Reading
 - i. Resolution #2016/2017-22 – Resolution Relating to Town Hall Bollards
 - ii. Resolution #2016/2017-23 – Resolution Relating to a Withdrawal from the Compensated Absences Expendable Trust Fund
 - iii. Resolution #2016/2017-24 – Resolution Relating to the Purchase of Certain Easements for Access to and Use of Land Owned by the Newmarket Community Church
 - iv. Resolution #2016/2017-25 – Resolution Relating to the refurbishment of the Water/Sewer Vacuum Truck
 - v. Resolution #2016/2017-26 – Resolution Relating to Transferring Funds from the Downtown TIF Capital Reserve Fund
 - b. Resolutions/Ordinances in the 3rd Reading –
 - i. Resolution 2016/2017-19 – Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services.
 - ii. Resolution 2016/2017-20 – Approval of Director of Facilities Job Description.

c. * Items Laid on the Table –

- i. **Resolution #2015/2016-52** – *Resolution Authorizing the Designation of a portion of Rt. 152 as an Economic Recovery Zone* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action).

8. New Business/Correspondence

- a. Town Council to Consider Nominations, Appointments and Elections - None

b. Resolutions/Ordinances in the 1st Reading

- i. **Ordinance #2016/2017-01** – *Amendments to Chapter 32 Zoning. Article I. Sec. 32-5 Non-conformity, Section 32-11 Definitions, and Article VII. Other Requirements, Sec. 32-234. Accessory apartments of the Municipal Code of the Town of Newmarket and Zoning Ordinance.*

- c. Correspondence to the Town Council

- d. Closing Comments by Town Councilors

- e. Next Council Meeting – March 1, 2017

9. Adjournment

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

9 **February 1, 2017 7:00 PM**

10 **TOWN COUNCIL CHAMBERS**
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13 **PRESENT:** Council Chairman Gary Levy, Council Vice Chairman Phil Nazzaro, Councilor Dale Pike,
14 Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns, Councilor Kyle Bowden
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16 **ALSO PRESENT:** Town Administrator Steve Fournier, Town Moderator Chris Hawkins
17

18 **AGENDA**
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20 Chairman Gary Levy welcomed everyone to the February 2, 2017 Newmarket Town Council Meeting and
21 called the meeting to order at 7:17 pm, followed by the Pledge of Allegiance.
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23 Vice-Chair Nazzaro made a motion to seal the minutes of the Non-Public Meeting which was seconded by
24 Councilor Thompson.
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26 Town Administrator Fournier polled the Council and the motion to seal the minutes of the Non-Public
27 Meeting was approved by a vote of 7-0.
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29 **PUBLIC FORUM**
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31 Chairman Levy opened the Public Forum at 7:18 pm.
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33 As no one from the public came forward, Chairman Levy closed the Public Forum at 7:18 pm.
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35 **PUBLIC HEARING** - None
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37 **TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**
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39 **Acceptance of the Minutes of the Non-Public Meeting of January 18, 2017**
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Vice-Chair Nazzaro made a motion to approve the minutes of the Non-Public Meeting of January 18, 2017 which was seconded by Councilor Weinstein.

Town Administrator Fournier polled the Council and the motion to approve the minutes of the Non-Public Meeting of January 18, 2017 passed by a vote of 7-0.

Acceptance of the Minutes of the Regular Meeting of January 18, 2017

Councilor Bowden made a motion to approve the minutes of the Regular Meeting of January 18, 2017 which was seconded by Councilor Weinstein.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of January 18, 2017 were approved by a vote of 7-0. Vice-Chair Nazzaro pointed out a misspelling of his name.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier reminded everyone that the **Deliberative Session** was scheduled for Saturday, February 4, 2017 at 9:00 am at the Junior-Senior High School. He stated that Election Day would be held on March 14th from 7:00 am-7:00 pm also at the High School. He said councilors needed be present that day, but that anyone running for Council office could not attend. He said the filing period was currently open for all Town and School offices and would be closing Friday February 3rd at 5:00 pm.

Town Election Day– Town Moderator Chris Hawkins

Town Moderator Chris Hawkins said that he liked to check in before the Deliberative Session to see if there was anything unusual coming up for the Town. He said that all the usual rules would be in effect and reminded people that after the Town Session ended they would need to go back and re-register for the School Session as they were completely different governing bodies. He asked the number of warrant articles to be presented and Town Administrator Fournier stated that there would be the Election of Officers and the FY2018 Budget.

Mr. Hawkins stated that the Town would begin at 9:00 am followed by the School from 10:00 am to whenever it finished. Councilor Weinstein asked if any organizations were doing a bake sale, and Mr. Hawkins said that any non-profit organization was free to set up a table as long as they did not disrupt the event. He said the School would be in session during the election and there would be a lot of movement at the site.

Town Administrator Fournier next addressed the **Town Council Goals**, and said he had received the final report from Primex. He said they outlined the following goals for the coming year: Goal #1 – a Unified Town-wide CIP plan, building the process by June 2017 and delivering a unified request to the Town Council by October 2017, which would be his responsibility. Goal #2 was to develop increased parking in downtown by completing a parking study and identifying additional parking options by December 2017. Goal #3 was to continue relations with the School Board and SAU to find further efficiencies and solidify the current agreements, and Goal #4 was to meet with the Planning Board to work to align goals for the

year with a meeting to take place in the first or second quarter of 2017. He said the Planning Board meeting was still scheduled to be held at the Council meeting on March 1, 2017.

Town Administrator Fournier next announced that the **Child Advocacy Center** of Rockingham County had recommended **Chief True** and **Lieutenant Beaudet** as two of their Champions for Children. He said this was awarded to people across the country who they felt worked tirelessly to prevent child abuse and enhance the lives of children in the community. He said he wanted people to know that the Police Department worked diligently on these issues.

Discussion: Councilor Pike said that the Town-Wide CIP plan was also one of the Town Administrator goals, and asked what was meant by a "unified request to the Town Council". Town Administrator Fournier said the unified request was the CIP plan that was due by law every October. He said it would be unified to ensure all departments had the same information and he would implement the policy from June into what would be presented in October. Councilor Pike suggested the Council begin discussing the Town Administrator goals for 2017/2018 at their second meeting in June.

Councilor Weinstein said it was her understanding that the Town Administrator would provide a document describing how he would implement the CIP Plan. Vice-Chair Nazzaro said his concern was that department heads came to the CIP Committee to present their needs and wants, but that the numbers from the Town Administrator in the budget were significantly different without any explanation of the Town CIP Plan as it was represented in the budget. Town Administrator Fournier pointed out that the CIP plans listed priorities from low to high, and that high priorities were included in the budget. Chairman Levy said often the numbers were identical and recommended that they vary a little with some rationale included.

Councilor Weinstein said that a mother whose son had died of a heroin overdose had requested donations be made to the Newmarket Association for Substance Abuse Prevention (ASAP), and said this spoke to Chief True and Lieutenant Beaudet as individuals and as Police Officers in the community. Vice-Chair Nazzaro said that a resident had reached out to him about possibly renting parking spaces by the Library. Town Administrator Fournier said he as well as others had received the same request, but that a comprehensive parking study needed to be done first.

Chairman Levy understood that they had previously identified additional areas for parking which included the property at the railroad tracks across the street and some parking on the other side of the Town Hall. Town Administrator Fournier said the spaces owned by the Town Hall could not be leased as they had an agreement with the Archdiocese to share the front and back lots. Chairman Levy said they had also identified an area off of Bay Road. He said he had gotten a call from a downtown business owner who planned to sell his property as he had no place to park. Town Administrator Fournier said they did have spaces in the Railroad Avenue lot for lease.

Town Administrator Fournier next presented the proposed **2017 Calendar** for the Town Council. He said no meetings were scheduled for the first meetings of July (5th) and August (2nd) due to vacation. He said he had scheduled the Budget Workshops for Saturday October 28, 2017 and Saturday November 4, 2017. He said the second meeting in March was scheduled for March 15th, and explained that the March meeting

would be 1 day after the election of a new Town Council and that the new members would not be sworn in until the following Monday. Councilor Thompson suggested that either the present councilors meet or they could wait until the next week for the new Council. Chairman Levy recommended they make the decision at the March 1st meeting.

Town Administrator announced the appointment of Timothy Cremmin as the new **Channel 13 Station Manager**. He said Mr. Cremmin had extensive experience and had begun working today part-time. He said they were also encouraging people to come on board and work so that they would have a contingent to fill in if needed.

Chairman Levy said he had checked on the Bond Rates as he had heard they were moving 50-75 basis points higher than the rates received in June 2016. He asked if the bonding for a warrant was for a dollar amount with tax impact or rate payer increases included. Town Administrator Fournier said the warrant was the amount of debt that would be issued, and that out of courtesy an estimated tax impact was included. He said voters were approving the amount the governing body was allowed to borrow and that the interest was not included in that number. He said he had spoken with the Bond Director today and the numbers being used by the School were very conservative and they had estimated high to be safe, but said that rates could move either way.

Committee Reports

Councilor Burns said that the *Planning Board* had met and held a public hearing to amend Chapter 32 Zoning. She said concerns had been raised about re-zoning the area and that it was still in discussion and no decisions had been made. Chairman Levy asked if there were concerns with CCRC. Councilor Burns said one concern was that Residential (R) zoning would be better than B-3, as the properties in that area were so divided it might be hard to coordinate one buyer. Councilor Pike said that no decisions had been made on CCRC and that the intention was to go back to the Sub-Committee with a meeting scheduled for tomorrow at 4:00 pm. He said they had gone over the sign ordinance as well as accessory apartments, and said that several ordinances and zoning changes were completed.

Councilor Burns said the area would be zoned B-3 but with an overlay to remove some of the categories and add others. Chairman Levy said that the EDC had gone through each of the uses of B-3 in order to come up with the most reasonable uses for that neighborhood. Councilor Pike said it was done as a way to prevent a lot of residential and eventually allow a CCRC in a reasonable period of time. He said they needed to allow the landowners to have value, and if not, CCRC should be going to residential with an appropriate density. Councilor Weinstein asked the location of the area and Councilor Pike said it was where Route 152 and Ash Swamp Road came together. Chairman Levy asked that a link be sent out to the EDC meeting minutes, but Town Administrator Fournier said only an audio tape existed.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services

Councilor Burns made a motion to approve *Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services*, which was seconded by Councilor Thompson.

Discussion: Vice-Chair Nazzaro pointed out that there were a number of errors in the document, and Town Administrator Fournier said the resolution would be delayed until the next meeting. Councilor Thompson referred to section 4a in the agreement, and asked if the Facilities Director would be overseeing a staff of people as she thought this would be a higher level person. Town Administrator Fournier said that with the creation of the Department of Buildings & Grounds at the January 4th meeting, the Facilities Director would be supervising some employees. He said on the Town side it would be the Superintendent of Buildings & Grounds and it would be the Head Custodian on the School side. Councilor Thompson questioned section 8 in the agreement with regard to the length of termination of the agreement and felt it should be 3 months instead of 6 months. Town Administrator Fournier said he felt 6 months would give them more time to plan.

Councilor Thompson said that in both positions the School was paying 2/3 but that in this case it would be a Town employee. She said she did not feel comfortable that the Town had an equal say and felt the Town could be stronger in their interests. Councilor Pike said it was the same situation in trying to come up with a balance for an agreement that would give both parties time to pull out and time to change their planning. He said he was highly optimistic of success and he felt the time period was reasonable. He said he assumed that the current workload was tied to the budget with the School having the biggest projects at this time, and said allocations could change in the future.

Councilor Bowden said he felt the 3-month time period was fair, as the decision to pull out had to be agreed on by both parties. He questioned section 4p in the agreement with regard to required knowledge of heating and cooling systems and asked about whether other systems should be included. Town Administrator Fournier said it referred to all systems. Councilor Bowden referred to section 4l with regard to repairs and asked if it should be repairs/replacements instead for projects based on life expectancy. Vice-Chair Nazzaro said the Facilities Director would be managing individuals, but that there was nothing in the document about management or supervision of employees and he felt it should be included. He said he also preferred under section 5 that disputes go to the whole Town Council and the School Board instead of the chairs, and said he agreed with the 3-month time period.

Chairman Levy said he also agreed with the 90 days and said a lot of these questions would not have come up if they had a well thought out, workable plan as to how it would be implemented. He pointed out that in Cape Elizabeth the Facilities Director did not cover grounds. Councilor Weinstein asked about the salary, as she felt it might be a challenge find someone of the caliber they were looking for the salary listed. Town Administrator Fournier said it was a unique situation as there were not a lot of communities for comparison. He said it could be off a little but he wanted to see what they got, and said the job did require 3 years' experience with a degree in Civil Engineering preferred.

Councilor Burns asked who currently took care of the School grounds, and Town Administrator Fournier said the Town did the plowing and the mowing was contracted out. He said the Council had adopted an ordinance to amend the Administrative Code in January to move Buildings & Grounds to its own

department and this individual would be overseeing that department on the Town side. Chairman Levy asked if they could make changes with an amendment, and Town Administrator Fournier said they would have to rescind the last resolution to amend the Administrative Code. Councilor Pike asked if they would be restricted to the salary if they had an outstanding candidate, and Town Administrator Fournier replied that the salary could always be changed though they would have to find it in the budget. He said if they hired someone by July 1st the School would have to fund it as the Town had not budgeted for it.

Councilor Weinstein asked about equipment, how it was factored into the overall cost, and what would happen moving forward. Town Administrator Fournier said they were two separate departments and they were only sharing the director. He said if with the School or the Town needed replacement equipment the Facilities Director would work with them individually.

Town Administrator Fournier asked the Council for clarification on the requested changes to the MOU. He said he had 3 topics they wished to amend: (1) change 6 months to 3 months in section 8, (2) add a statement about management of employees under section 4, and (3) add the word "replacement" after repair in section 4l. The Council was polled on each item separately and all amendments were approved. Vice-Chair Nazzaro stated that he preferred to see a clean version before the Council voted on the resolution.

Town Administrator Fournier stated that *Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services* would be held over for a 3rd reading.

Resolution #2016/2017-20 Approval of Director of Facilities Job Description

Vice-Chair Nazzaro made a motion to approve *Resolution #2016/2017-20 Approval of Director of Facilities Job Description*, which was seconded by Councilor Weinstein.

Discussion: Councilor Weinstein pointed out that there was also no mention of management or supervising in the job description. The Council was polled and all were in favor of adding the amendment. Councilor Bowden suggested the language in number 16 under Performance Responsibilities be changed from heating and cooling to include all systems. The Council agreed to change the wording to "all mechanical systems".

Vice-Chair Nazzaro asked how adjustments to the Department of Public Works would be addressed. Town Administrator Fournier said it had not been done yet as the position had to be approved first, but suggested it be discussed in Non-Public Session at the next meeting.

Resolution #2016/2017-20 Approval of Director of Facilities Job Description was held over for a 3rd reading.

Resolution #2016/2017-21 Resolution Regarding 12-Month Extension of Current Cable Television Franchise with Comcast

Vice-Chair Nazzaro made a motion to approve *Resolution #2016/2017-21 Resolution Regarding 12-Month Extension of Current Cable Television Franchise with Comcast*, which was seconded by Councilor Weinstein.

Discussion: Chairman Levy felt it was highly unusual that it had been 3 years in negotiations and said he had originally served on the committee. Town Administrator Fournier explained that as soon as the Council approved the start of negotiations with Comcast the attorney sent them an audit. He said Comcast never responded to the audit until November, and as the negotiations were based on the outcome of the audit, they did not have time before the end of the Franchise to review the audit questions and were asking for an extension.

Councilor Thompson asked if there was anyone else who could provide the service and Town Administrator Fournier said any new company coming in would need to invest in putting up all their own cables which was cost prohibitive. Vice-Chair Nazzaro asked why they were authorizing for a period of 12 months that would end in 8 months. Town Administrator Fournier said the agreement was retroactive to November 3, 2016.

Town Administrator Fournier polled the Council and *Resolution #2016/2017-21 Resolution Regarding 12-Month Extension of Current Cable Television Franchise with Comcast* was approved by a vote of 5-2.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING - None

ITEMS LAID ON THE TABLE – *Resolution #2015/2016-52 Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone.* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS – None

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2106-2017-22 Resolution Relating to Town Hall Bollards

Chairman Levy read *Resolution #2106-2017-22 Resolution Relating to Town Hall Bollards* in full.

Chairman Levy asked what this was predicated on and how many accidents had occurred over the last 2 year. Town Administrator Fournier said he was not sure if they kept records but there had been at least one incident this year, and said he had spoken with Public Works and the Safety Committee about the issue.

Resolution #2106-2017-23 Resolution Relating to a Withdrawal from the Compensated Absences Expendable Trust Fund

Chairman Levy read *Resolution #2106-2017-23 Resolution Relating to a Withdrawal from the Compensated Absences Expendable Trust Fund* in full.

Town Administrator Fournier explained that one dollar was kept in the fund to keep the account open.

Resolution #2106-2017-24 Resolution Relating to the Purchase of Certain Easements for Access to and Use of land Owned by the Newmarket Community Church

Chairman Levy read *Resolution #2106-2017-24 Resolution Relating to the Purchase of Certain Easements for Access to and Use of Land Owned by the Newmarket Community Church* in title only.

Resolution #2106-2017-25 Resolution Relating to the Refurbishment of the Water/Sewer Vac-Con Truck

Chairman Levy read *Resolution #2106-2017-25 Resolution Relating to the Refurbishment of the Water/Sewer Vac-Con Truck* in full.

Councilor Thompson recommended that the resolution be amended to read "the Newmarket Town Council does hereby authorize \$50,535.08 *each*" from the 3 Capital Reserve funds.

Resolution #2106-2017-26 Resolution Relating to Transferring Funds from the Downtown TIF Capital Reserve Fund

Chairman Levy read *Resolution #2106-2017-26 Resolution Relating to Transferring Funds from the Downtown TIF Capital Reserve Fund* in full.

CLOSING COMMENTS/CORRESPONDENCE - None

NEXT MEETING: The next regular meeting of the Town Council is scheduled for February 15, 2017.

ADJOURNMENT

Councilor Burns made a motion to adjourn the meeting, which was seconded by Vice-Chair Nazzaro. The meeting was adjourned at 9:11 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary



TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR
February 15, 2017

Wastewater Treatment Facility: Construction of the facility is going well. We are beginning to work with the engineers and bond counsel to secure the \$10.34 Rural Development Loan later this summer. This is a similar project as issuing a bond for other projects. We are going to issue the debt for level principal for 26 years. The figure of 26 years is because it starts at the point we received the SRF temporary financing which was about 4 years ago. I will keep the council informed on the rates and other information when they become available.

FY17 Operating Budget: Attached to the Department Head report is the January Expense and Revenue Report. We have finished 58% of the year and have expended 62% of the total operating budget. This is on par with the previous year. I have reviewed the expenses and there is nothing out of the ordinary.

On tonight's agenda for your approval is a withdrawal from the Accrued Benefits Capital reserve fund. These are funds are owed to two employees who have retired. As you can see, this will deplete the fund. If any other employees leave before the end of the fiscal year, this could have an impact on the operating budget.

Revenues continue to be healthy. Motor vehicle registrations are about 8% higher than where we were last year. Building permits are also higher than the previous year.

ONGOING PROJECTS

***This section will not be reported on orally to the Town Council at the meeting, but will use this as a chance to update on any developments in ongoing projects. ***

MRI Efficiency Study: Department heads are beginning to present their findings in their monthly reports. I have begun scheduling meetings to discuss these findings.

The Town Council received the notes from the consultant on the last non-public session.

Downtown Project: Target Construction was on site again on February 6 repairing the crosswalk in the area of the Big Bean. They removed all of the sand under the bricks and reset them. I hope that this will fix the issue until the spring when the project restarts.

We are working with legal counsel and the engineer to make sure that subcontractors are getting paid and our liquidated damages.

New Email Server: Migration to the cloud based Gmail server is underway and should be completed by

the time of the meeting. This will make employee email, calendars and other tools more reliable.

I would encourage Town Councilors to reactivate their @newmarket.gov email addresses. They will now be based on the familiar gmail format. I will be offering any new Town Councilor this email after the election as well.

We will be switching from Dropbox to Google Drive as part of this process in the near future.

Town Council Goals:

Goal #1 - Unified Town-wide CIP

- The Town Planner and I are researching other communities CIP processes to see what we can use in Newmarket

Goal #2 - Increased parking in downtown by exploring public and/or private solutions

- We are looking at repairing the Bay Rd. lot this year as part of our road paving projects. This would add about an additional 10-15 spots.
- I am reviewing Parking Studies we have done in the past and will issue an RFP to update them. The last study was conducted prior to the mill development.

Goal #3 - Continue relations with School Board and SAU staff to find further efficiencies and solidify current agreement with shared finance and facilities

Goal #4 - Meet with Planning Board to work together to align goals for 2017 based off summaries of consultants and Strafford Regional Planning Commission reports

- Meeting to take place March 1, 2017

Respectfully Submitted,


Stephen R. Fournier
Town Administrator



Department Heads Monthly Reports to the Town Council and Town Administrator

Police Department

Activity:

During the month of January, the Newmarket Police Dispatch Center documented 1,514 calls for service. We have investigated 49 criminal complaints that require active investigations in 18 of the complaints. These criminal complaints include offenses such as Simple Assaults, Domestic Violence, Criminal Threatening, Burglary, Identity Fraud, Drug Possession, Drug Sales, Possession of Child Pornography, Endangering the Welfare of a Child, Reckless Conduct, Untimely or Unattended Death several motor vehicle complaints. In January, patrol officers conducted 463 motor vehicle stops and made 23 custodial arrests. Patrol Officers made 5 custodial arrests for Driving While Intoxicated or Under the Influence of Drugs. Officers responded to 2 known opiate related overdose calls in which one of the overdose's resulted in death. (This is mentioned later in my report) Officers also responded to 17 alarm activations, 10 domestic violence calls and conducted 16 welfare checks. Patrol Officers continue to enforce the winter parking ban to ensure that the Public Works department can do snow removal without delay and in an efficient manner. During the month of January, the patrol division issued 65 parking tickets.

MRI Progress

In November, MRI compiled approximately 20 recommendations that the Police Department should update, acquire, implement or research in order to make the department more efficient. As these recommendations are completed, I will report them to the Town Administrator and Town Council. Thus far, we have accomplished the following recommendations.

- Update towing contract. Prior to the MRI study becoming a public document, the Police Department had already updated and entered into a current towing contract with Kruczek's Garage.
- Adjust supervisor's schedule to provide 24/7 coverage by Lieutenant or Sergeant. In December I made an adjustment to the schedule in which our Detective Sergeant position was transferred to the patrol division to add another 40 hours of supervision to the patrol officers working the streets. Having supervisory coverage 7 days a week, 24 hours a day would be impossible and impractical with the current staffing level.
- Continue to integrate CALEA standards for policies and practices. This is not something new for the Police Department. Every working police policy and or procedure meets current CALEA standards. We will continue to keep up with current trends in policing to ensure that our policies meet those of CALEA in order to reduce liability to the Police Department and the Town.
- Review outside police detail rates to be sure that the Town's costs are being fully recovered. I have completed the study at the request of MRI and have determined that an increase is warranted. Currently, Newmarket charges private companies the following hourly rates per officer; \$41.00 for police officer, \$10.00 for police cruiser and \$14.00 for administrative fees.

The **average** billing rates of the 55 towns who responded to the survey reported charging the following rates; \$43.52 for police officer, \$11.06 for police cruiser and \$14.91 for administrative fees. I will be making my recommendation to the Town Administrator to increase the rate for the use of a police cruiser from \$10.00 per hour to \$12.00 per hour and the administrative fee from \$14.00 per hour to \$15.00 per hour. The hourly rate for the police officer cannot be changed at this time as this figure is negotiated as part of the collective bargaining agreement between the police union and the Town. I do recommend that the rate for the officer be increased when the time comes to negotiate the next contract.

- Update permits fees that are below those in the region. After completing the study relative to report fee's, I have determined that the Police Department is in line with the rates charged by surrounding communities and are actually charging more with regards to some report requests.
- I have thought long and hard about directing all payments of fees and fines now collected at the Police Department to the Tax Collectors office. It is not my intention to change the standing practice at this time as the current system is working extraordinarily well. The current procedures in place are safe, secure, convenient and provide exemplary customer service to the people we serve **24 hours a day, 7 days a week.** A vast amount of citizens picking up police reports, pistol permits or paying parking tickets come into the police station in the evening hours after they get out of work or during the weekend when they have free time. Moreover, documents (some sensitive in nature such as police reports) are handed directly to our citizens after payment is received. By requiring all pistol permits, police reports, accident reports and parking tickets to which fees are collected to be brought to the tax collector's office for payment and pickup will create more work and is not cost effective in my experience or opinion. I am not opposed to the idea or theory of having payments received by the tax collector so long as it does not compromise customer service or create unnecessary work for my staff.
- Seek funding for the purchase of a new solar powered speed board. When I met with the Newmarket School Board on January 5th, it was recommended to them by me that the schools update their yellow school zone lights to include a solar powered speed panel. The Newmarket School District is planning to replace the current school safety lights on South Main Street this summer with solar powered lights that includes a speed readout display. As the end of the fiscal year approaches, I will look to see if funds exist to purchase similar solar powered speed boards that have the ability to be moved to different locations within the Town.

Personnel:

I am pleased to inform the Council that the command staff has adjusted well to the command structure. I spoke earlier in the MRI progress report that the Detective Sergeant position was transferred to the Patrol Division. Newly promoted Sergeant Greg Jordan has assumed that role. His schedule (as recommended by MRI) has been adjusted to provide an extra 40 hours of supervision to the Patrol Officers working the street. This leaves the Department with only 1 general detective with a busy case load. I am also pleased to report that Lieutenant Richard Beaudet will be honored by the Child Advocacy Center as a ***Champion for Children*** recipient on April 6th 2017 at the Sheraton Harborside Hotel in Portsmouth. Lt. Beaudet has done an exemplary job investigating child abuse and child sexual abuse over the past couple of years. He has investigated several complex investigations and has fought for justice for the victims involved. Lt. Beaudet is deserving of this award.

Parking Violations

As reported earlier in this report, patrol officers issued 65 parking tickets during the month of January. I have completed a survey of sixteen (16) surrounding communities relative to their fine schedule. I have

learned that of the communities surveyed, standard parking tickets range anywhere from a \$7.00 fine to a \$50.00 fine with the average being \$18.25 for a standard ticket. Currently, Newmarket charges a standard fine of \$15.00. I will be making a recommendation to the Town Administrator that a change through Town Ordinance be brought before the council for consideration. It is my recommendation that the standard fine be increased from \$15.00 to \$20.00.

Of the sixteen (16) communities surveyed the fine for handicapped parking violations range from a \$25.00 fine to a \$250.00 fine. Currently, Newmarket charges \$250.00 for a handicapped violation. It is my recommendation that this amount remain the same.

Motor Vehicle Accidents

During the month of January, we responded to 12 motor vehicle accidents. Two (2) of the accidents resulted in personal injury to the operators or passengers.

Fleet

All cars in the fleet are in good working order and are continuously maintained by the Officers as well as Auto Excellence. Officers do their very best to maintain the professional image of our cruisers however, salt and sand does make this task difficult.

We are in the process of obtaining bids and estimates for the purchase of a new police vehicle to replace an existing vehicle that should be removed from the fleet. We intend to seek monies already appropriated through CIP for the purchase of a 2017 Ford Explorer Utility cruiser and to have the vehicle outfitted with necessary equipment. The vehicle that is being replaced is a 2011 Crown Victoria with approximately 91,000 miles and a police radio that is no longer supported for repair should it break.

Police Station Maintenance:

The Police station is in good shape and nothing new to report. The Department of Buildings and Ground have done a fantastic job keeping up with the floors and overall image of the facility.

Drug related issues

During the month of January we responded to two (2) opiate related overdoses. Unfortunately, one of the overdoses resulted in the death of a 39 year old male Newmarket resident. This overdose with death resulting is being investigated jointly between the Newmarket Police Department, the New Hampshire Attorney General's office and the New Hampshire Medical Examiner's office.

Sadly enough, the community suffered a second loss of a young man who had ties to Newmarket and once resided here for a period of time. This young man died of an opiate related overdose while in another community. The family of this young man were gracious enough to ask that in lieu of flowers at his funeral that donations be made to the Newmarket Alliance for Substance Abuse Prevention.

We continue to receive un-used prescription medications from persons no longer needing their prescription. Although this can be burdensome, I feel that it is a positive service that we provide to the community in our efforts to combat this opiate epidemic. We plan on participating in the next DEA Drug Take Back Day which is supposed to be scheduled during the spring of this year.

Miscellaneous:

On January 5th I was invited to speak at the Newmarket School Board meeting first in public session and later in non-public session. The Police Department continues to have strong working relationship with the School. Detective Wayne Stevens, our school resource officer assigned to the school, continues to work closely with the students and staff to ensure a safe environment for students to learn in. Locks down drills are an important tool used to reinforce the responsibilities of faculty as well as students should a crisis arise. These drills are not taken lightly and lessons are learned from each drill.

During the month of January each employee of the Police Department was issued a new Police identification card. Officers who carry their firearms in an off duty capacity outside the state of NH are required to possess police identification with certain verbiage that complies with NH Police Standards and Training as well as Federal Law. The Town of Newmarket has always been compliant; however the PD identification cards were in my opinion antiquated and in need of a more professional image. I would like to personally thank the I.T. Director, Doug Poulin for his assistance and work on this ID project.

POLICE

<u>FISCAL YEAR 2017</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
1,322,707.00	128,493.05	720,780.00	601,927.00	54%	

<u>FISCAL YEAR 2016</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
1,308,012.00	88,660.75	666,671.40	641,340.60	51%	

Fire and Rescue Department

- For the month of January the department responded to 88 calls for service, of those 52 were medical calls, transporting 41 patients to area hospitals. The ambulance responded to Newfields for 12 medical calls, transporting three patients. The ambulance also responded to Durham and Stratham three times, transporting three patients. The ladder responded to Lee for a building fire. The tanker responded to Madbury for a building fire during one of the snowstorms.
- One of the full-timers, Gary Lemoine, has accepted a position with Hampton Fire. His last day here was 1/31/17. Gary was with us for three years. He was a great role model and an excellent employee. He will be missed and difficult to replace.
- We are still looking for new recruits. I will be sending out a mailing to every resident next month looking for new faces. As the department gets busier and busier it is becoming harder to find people that can commit to the training and duty hours that are required every month. We are looking at ways to increase membership and ease the demands on the current staff to cover all the calls.

FIRE

<u>FISCAL YEAR 2017</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
358,762.00	33,582.92	197,845.83	160,916.17	55%

<u>FISCAL YEAR 2016</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
334,185.00	32,086.65	211,559.11	122,625.89	63%

Public Works Department

- January was relatively a busy month for weather events with 13. We have been seeing lots of prolonged ice events once again. This was the trend in December also. These types of events are long and continuously causing the roads to glaze over. We don't have to deal with snow removal from the downtown area, but end up using lots of product to keep the roads cleared.
- A state plow truck struck and damaged one of the light poles near the Community Church on Main Street. This light is now out and it will take 8 to 10 weeks to get a new one here. An insurance claim was filed with the states insurance company.
- Target Construction is still responsible for the crosswalks on Main Street. There has been some ongoing issues with the one near Chapel Street. They have been working with the project Engineer Dubois-King to fix the problem. Unfortunately, the weather this time of year makes things harder and more complicated to fix. They will continue to monitor the situation and make adjustments and repairs as needed. A more permeant fix might not be feasible until we get nicer weather conditions.
- The North Main Street project being completed by NHDOT this spring will have a kickoff meeting sometime in late February. The work area that this project will encompass starts at Bay Road and continues all the way to the Durham town line. This project is scheduled to begin in the early April and will most likely be completed in the late fall. Improvements will include new sidewalks on both sides of North Main Street, drainage improvements, and sewer main replacement.
- The paving bids have been posted. New Road and Beech Street Extension are on the schedule for the new budget cycle in July.
- I have attached charts to show more detail on budget expenditures.

DPW ADMIN

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
427,516.00	64,315.09	262,621.65	164,894.35	61%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
417,347.00	36,687.37	209,950.93	207,396.07	50%

ROADS & SIDEWALKS

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
330,970.00	16,527.82	145,815.38	185,154.62	44%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
386,570.00	21,706.08	187,443.58	199,126.42	48%

**STREET
LIGHTS****FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	3,478.09	25,603.97	23,396.03	52%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
46,250.00	3,598.44	24,735.58	21,514.42	53%

**BUILDINGS
& GROUNDS****FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
482,233.00	30,135.74	260,543.10	221,689.90	54%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
468,202.00	28,079.89	265,435.44	202,766.56	57%

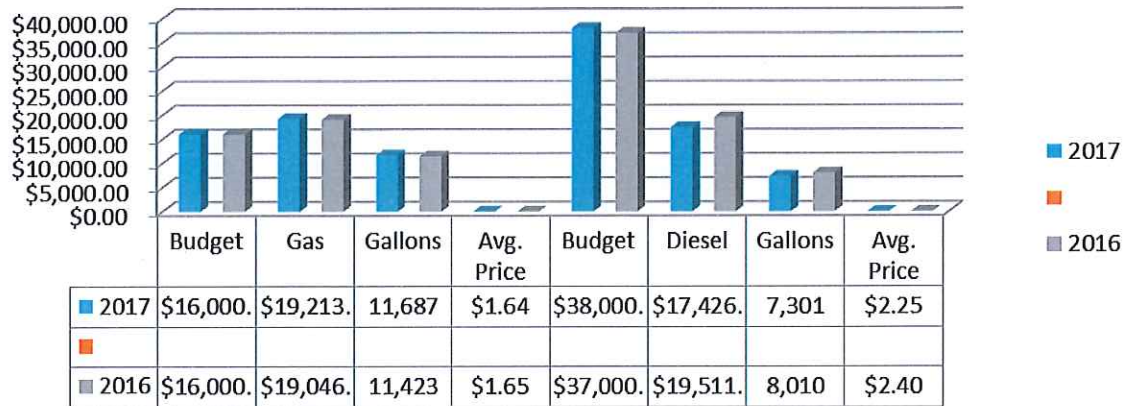
CEMETERIES**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
37,253.00	2,253.61	17,738.39	19,514.61	48%

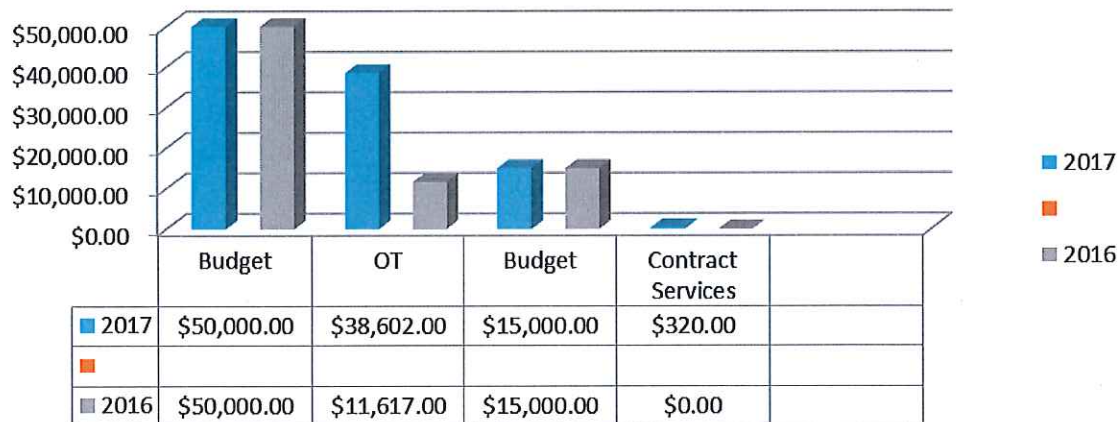
FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
36,963.00	1,465.60	15,645.91	21,317.09	42%

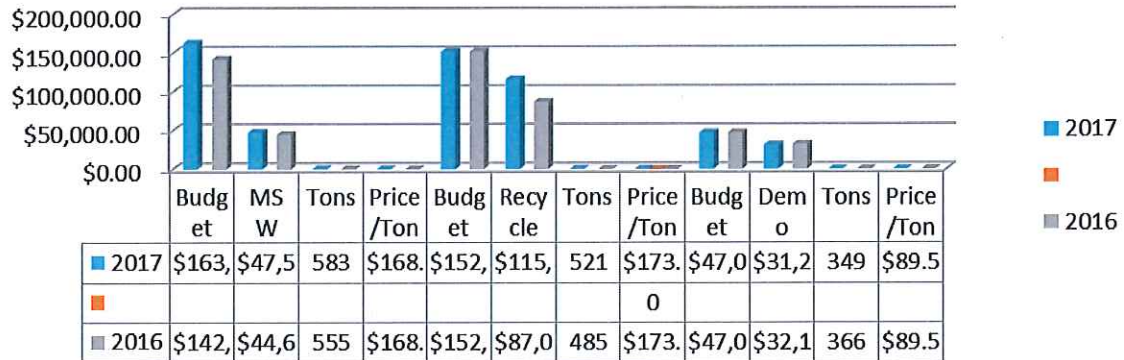
Public Works Department YTD Gas/Diesel



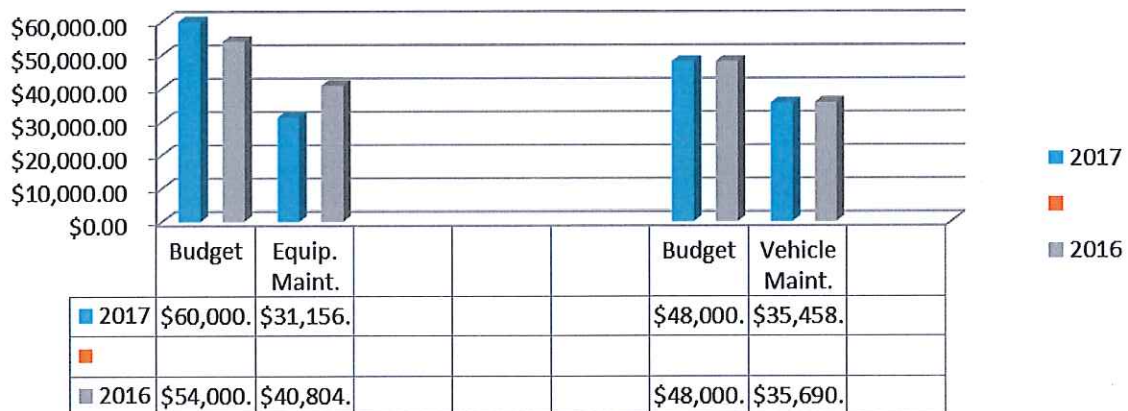
Public Works Department YTD Overtime/Contract Services



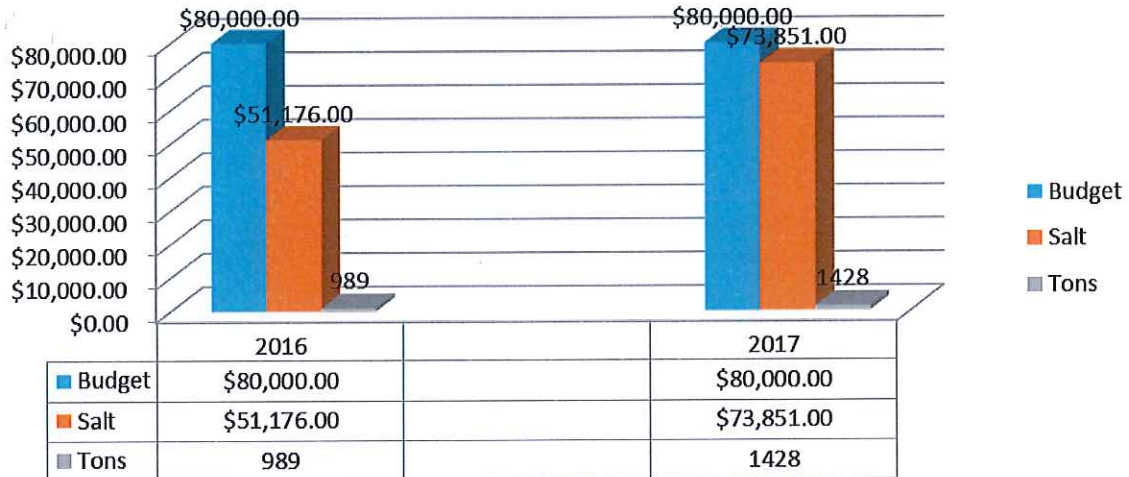
Public Works Department YTD Solid Waste



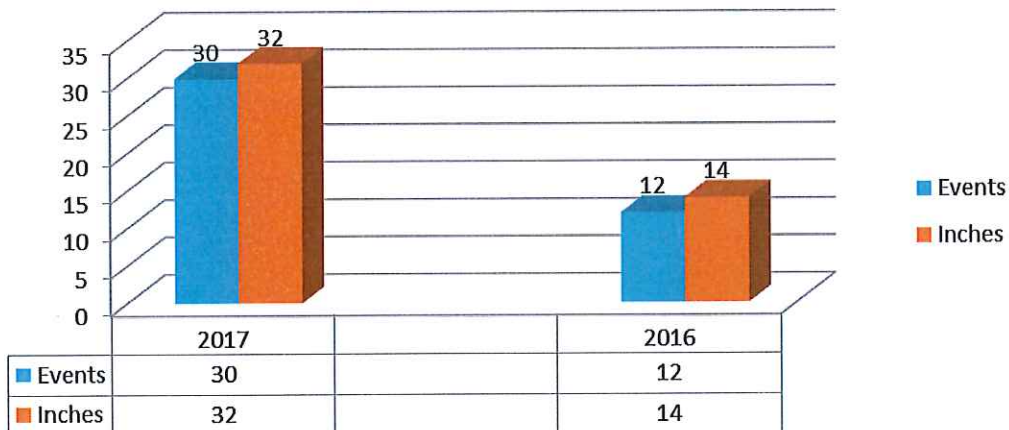
Public Works Department YTD Equipment/Vehicle Maintenance



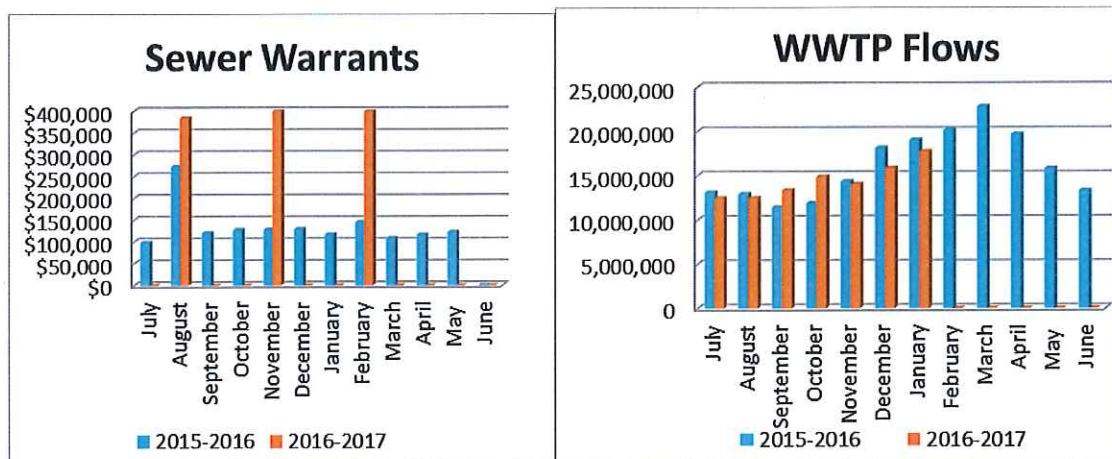
Public Works Department YTD Salt



Public Works Department YTD Snow Events



Environmental Services Department System Report



Wastewater Treatment Facility Construction

Operations Building:

The Contractor has heat in the control building so he can continue to work on the inside of the building.

Chlorine System and Parshall Flume:

Apex is working with Town staff on changing from the old chlorine to the new chlorine system. We are moving chart recorders and installing and testing chlorine alarms.

Secondary Clarifiers:

The secondary Clarifier number two structure has been poured and is complete. The contractor is in the process of installing forms and pouring the concrete for secondary clarifier number 1.

Dewatering Building:

The dewatering building is just about complete. The dewatering rotary press and the new sludge conveyor are in and operating. The new conveyor has eliminated the specialized sludge dumpster that we were renting from Waste Management. This allows the town to use a standard 30 yard roll off and opens up the opportunity for the vendors to haul the town's sludge. We are currently in negotiations with a couple other vendors that will haul and dispose of the Town's sludge at a lesser cost.

Sludge Digesters:

We will be processing solids from the digesters for the next couple of weeks. Once we have significantly reduced the solids in the digesters, we will take the secondary digester off-line and work on emptying it.

Town of Newmarket Services Analysis of Municipal Operations Report Recommendations:

- One additional employee should be added between now and the completion of the new Wastewater plant.

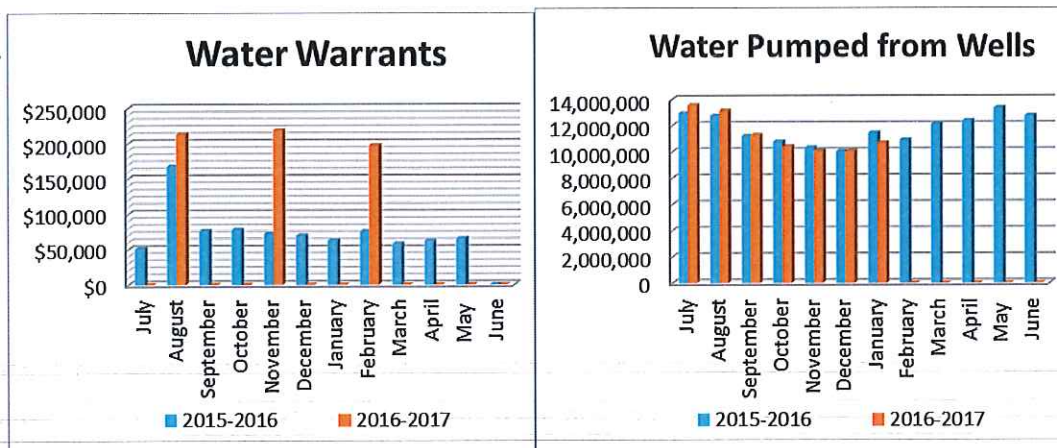
We are currently working with the EPA and NHDES on the required Wastewater Collection System Operations and Maintenance Plan. A requirement of the plan is to have updated job descriptions and responsibilities for the Town's Wastewater Department personnel. We will be taking some time to evaluate the Department needs. So the Town will get the most out of the new position. The MRI report was finalized after the budget process. So no money was budgeted for this position.

- The Department clearly needs administrative assistance addressing the daily, weekly, and monthly reporting and accounting.

The Environmental Services Department currently pays twenty percent of the Department of Public Works Administrative Assistant's salary. I would recommend that the Environmental Services Department cease its twenty percent contribution to the DPW administrative assistant's salary and hire its own administrative assistant to be funded fifty percent each out of the Water and Sewer Department's budgets. We will be working on establishing the new positions responsibilities. No money has been budgeted for this position. I am currently working on a rate model for the Water Department that I should be able to finalize soon. It does appear that the Water Department will need to raise rates to fund for this position.

- Training is ongoing and necessary in water and sewer industry where operator certification is critical. Additionally, competition for certified operators is increasing as the baby boomer generation continues to retire. The commitment to funding for the appropriate training and pay classification should be a priority and revised annually so as to stay compliant and maintain staff capability and consistency.

Environmental Services personnel are offered and required to attend training classes for both water and wastewater. It is true the number of water and wastewater operators is declining. So Water and Sewer Department's have begun trying to hire qualified operators away from neighboring cities and towns. This will only get worse as the baby boomers continue to retire and the treatment systems become more complex. The Environmental Services Department will review its pay classifications, incentives, and benefits with the local cities and towns on a yearly basis. The Department will evaluate its findings and make recommendations.



Gallons of Water Pumped into the water system:

Bennett Well 3,481,362
 Sewall Well 5,071,572

MONTHLY OPERATIONS REPORT															
NEWMARKET WPCF															
Permit # NH00100196															
January 2017															
	Inf. Flow	Effluent Fow			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine	
	MGD	Min.	Max.	MGD	Inf.	Eff.	Inf.	Eff.	Effluent	Inf.	Eff.	Colif.	ococci	Residual	
1	0.5050	0.10	2.9	0.5550						7.6	7.1	<2	30	0.00	0.00
2	0.5330	0.18	2.1	0.5740						7.6	7.3	5	35	0.00	0.00
3	0.7080	0.30	3.0	0.7900						7.8	7.2	8	228	0.00	0.00
4	0.7140	0.00	3.0	0.7850		28.6		27	25	7.5	7.1	3	1252	0.00	0.00
5	0.6230	0.20	2.2	0.6540		28.6		26.4	31	7.7	7.1	14	1120	0.00	0.00
6	0.5750	0.20	2.0	0.5970						7.7	7.2	6	365	0.00	0.00
7	0.5350	0.12	2.0	0.5470						7.8	7.3	<2	67	0.00	0.00
8	0.5420	0.10	1.9	0.5380						7.7	7.4	6	22	0.12	0.00
9	0.4850	0.12	1.6	0.4930						7.4	7.3	21	260	0.00	0.00
10	0.5110	0.22	2.6	0.6230		39.6		33.2	35	7.9	7.2	5	727	0.00	0.00
11	0.5360	0.12	3.0	0.6740		29.7		33.2	29	7.7	7.2	3	132	0.00	0.00
12	0.5260	0.00	3.0	0.4540						7.7	7.1	6	2420	0.00	1.10
13	0.4860	0.12	2.0	0.5250						7.9	7.3	2	4	0.00	0.00
14	0.5210	0.07	2.8	0.5310						7.5	7.4	<2	1	0.00	0.72
15	0.4940	0.04	1.8	0.5120						7.7	7.4	<2	1	0.00	0.88
16	0.5000	0.10	2.0	0.5280						7.8	7.6	1	2	0.00	0.00
17	0.4490	0.15	1.9	0.5030						7.8	7.3	<2	18	0.06	0.00
18	0.4650	0.18	2.2	0.5150		30.1		39.2	47	8.0	7.3	<2	58	0.00	0.43
19	0.4690	0.18	3.0	0.5360		27.5		37.6	50	7.9	7.6	<2	411	0.00	0.00
20	0.4430	0.09	3.0	0.4920						8.2	7.3	2	16	0.00	0.18
21	0.4990	0.12	3.0	0.5690						7.9	7.3	<2	3	0.00	0.00
22	0.5160	0.15	3.0	0.5790						7.5	7.1	<2	2	0.00	0.00
23	0.4820	0.20	3.0	0.5360	243	32.4	296	39	37	7.8	7.3	9	1733	0.00	0.00
24	0.4950	0.20	1.7	0.5530	250	28.8	299	33.2	36	7.9	7.4	8	88	0.00	0.00
25	0.5210	0.20	3.0	0.5860						7.9	7.2	5	921	0.00	0.00
26	0.5290	0.20	3.0	0.6120						7.9	7.3	<2	68	0.00	0.00
27	0.5150	0.15	3.1	0.6330						7.8	7.2	5	613	0.00	0.00
28	0.5140	0.15	3.0	0.6320						7.6	7.1	3	29	0.00	0.00
29	0.5180	0.20	3.0	0.6300						7.6	7.2	<2	20	0.00	0.00
30	0.4720	0.10	1.8	0.5040						7.9	7.0	<2	1300	0.00	0.00
31	0.4410	0.10	1.6	0.4700		32.6		27.6	38	8.0	7.2	8	579	0.00	0.00

Average Wastewater Flow Discharged: 0.5719 Million Gallons/Day

Biochemical Oxygen Demand (BOD) Removal: 88%

Total Suspended Solids (TSS) Removal: 90%

Total Nitrogen (TN) Average Discharge: 36 mg/L

WATER

	<u>FISCAL YEAR 2017</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
932,813.00	26,641.42	606,310.77	326,502.23	65%

	<u>FISCAL YEAR 2016</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
947,051.00	31,434.78	652,644.24	294,406.76	69%

SEWER

	<u>FISCAL YEAR 2017</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,177,968.00	60,280.45	686,090.15	491,877.85	58%

	<u>FISCAL YEAR 2016</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,101,437.00	39,418.07	638,135.89	463,301.11	58%

Information Technology

1. We have an ID badge printing system that I have started putting to good use. In the near future hopefully all Town employees will have a badge to more clearly identify ourselves to citizens.
2. When we received a quote for one security camera at a Town department for \$2,500 I decided to look for other options. We wound up with an excellent quote for a system with FOUR cameras, an onsite recorder, and the ability to tie these cameras into Police Dispatch. We are moving forward with this newer system.
3. I have been waiting for a solid reason to move more of our desktops from Windows 7 to Windows 10 (W10). Would it be the amazing ability of W10 to slow to a crawl any device regardless of CPU or memory installed? The annoying "buy this app" pop-ups that cannot be turned off? No, Microsoft called and told me about the incredible new feature: the ability to play Xbox games on the PC coming soon. These people have lost touch with reality. Regardless, we continue to move forward with Windows 10 because there is no other choice.
4. More tablets in the field. As part of the MRI study, they recommended putting more tablets in the field. We have added two more to the Water and Wastewater Department. Now when an alarm occurs, the tablet users can not only receive the alarm, they can see the reason for the alarm and react properly, and they can silence the alarm if it's just a nuisance alarm.
5. Also with the MRI report which said we should look at ways to have the School and Town tech integrate when we can, I have started the process of moving our email to a hosted service like the School uses. In this way our users could call the School for tech help if I am unavailable, and I can learn from the school's experience as they have had this system for years.
6. I am planning a major upgrade to the Police Dept software next week. These are generally pretty ugly and I imagine this one will continue in that proud tradition.
7. An update to our WiFi system in Town Hall and the Rec Dept should increase coverage and put an end to annoying "drops".
8. We continue to have one wireless card in a cruiser at the Police Dept that seems to stop functioning whenever it wants. Despite replacing it and trying it in other laptops, the issue has not gone away. Verizon is coming in this week to help.
9. Updates to the Accounting Software are letting us more clearly print tax forms as well as email employees their paystubs (a popular request). An update to the main print server has alleviated many calls for printing issues.

IT

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
135,558.00	10,882.66	90,440.80	45,117.20	67%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
131,752.00	22,292.95	83,960.25	47,791.75	64%

Building Inspector/Code Enforcement Officer
Previous Month Activities

Permits Issued					
9	Building	\$ 3,280			
9	Electrical	\$ 475	*3	paid with building permit	
4	Plumbing	\$ -	*all	paid with building permit	
11	Mechanical	\$ 365	*1	paid with building permit	

Total 33 Revenue **\$ 4,120**

- Conducted 33 regular construction inspections
- Worked with Town Planner and Planning Board Committee on sign regulations updates to comply with recent Supreme Court decision and addressing some un-intended conditions in our ordinance
- Inventoried Town-owned parking capacity and investigated opportunities to expand capacity and revenue stream

**BUILDING
INSPECTION**

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
69,755.00	7,540.41	40,666.71	29,088.29	58%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
67,253.00	5,823.40	39,060.23	28,192.77	58%

Town Clerk - Tax Collector

TAXES

Total Committed 2016	\$18,454,468	Tax 1 & Tax 2
Total Collected thru 1/31/17	\$18,091,744	Principal & Interest

TAX LIENS

	2015 Liens	2014 Liens	2013 Liens
	<u>(Deed 2018)</u>	<u>(Deed 2017)</u>	<u>(Deed 2016)</u>
Property Tax Amount Liened	196,946.	209,291	245,781.
W/S Amount Liened	66,195.	71,925	67,890.
# Properties Liened	93	111	125
Uncollected thru 1/31/17	158,607.	62,945.	4080.

WATER & SEWER (1/1 THRU 1/31/17)

	<u>2017</u>	<u>2016</u>
Water Billed	503.	62,745.
Sewer Billed	857.	116,641.
Uncollected thru 1/31/17	74.	60,149.

TOWN CLERK REVENUE (7/1/16 thru 1/31/17)

	<u>Year End</u> <u>6/30/17</u>	<u>Year End</u> <u>6/30/16</u>	
Motor Vehicle (MV)	861,351.	797,446.	8.01% increase
Town "non-MV"	72,082.	72,093.	0.01% decrease
State NH (MV, Vitals, Boats, Dogs)	285,294.	288,007.	0.94% decrease

- Motor vehicles still on the upswing
- Daily activity steady; revenues continue to show steady increase
- 2017 Boat Registrations and dog licenses now available
- Candidate Filing Period (1/25 – 2/3)
- Absentee Ballot requests being received for the March Election

TOWN CLERK

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
176,442.00	18,995.10	100,387.82	76,054.18	57%

FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
162,270.00	12,295.20	85,451.63	76,818.37	53%

Planning Department

Planning Board Activities

Applications

Status of 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 development, "Rockingham Green", 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 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 twenty eight (28) homes in the development. Ten (10) homes have building permits open and are currently under construction. The subdivision is over 50% built-out.

Newmarket Industrial Park Lot 6, LLC/Shearwater Investment Corporation –The owners of the Industrial Park have recently purchased parcels which front on Route 108 in order to create two new industrial sites. The conceptual plan includes a revision to the site plan which was recently approved by the Planning Board at 2 Forbes Road. Instead of a 24,000 square foot addition, they are proposing a 12,000 square foot expansion. Also, the plan involves the development of two new industrial buildings and associated parking. As part of this project, the intersection of Forbes Road and Route 108 will be improved with a right turn lane and larger turning radii which will be coordinated with the NH Department of Transportation (DOT). The project is still under review by the NH DOT. The project received conditional approval at the November 15, 2016 Planning Board meeting.

Hayden Place - Residential Open Space Development at 74 Bald Hill Road being developed by Chinburg Builders, Inc. The Planning Board approved a special use permit for this project in 2014. The project involves the construction of ten (10) single family homes and 650 feet of roadway at the foot of Bald Hill with the adjacent lands preserved in perpetuity as open space. The twenty-one (21) acre open space tract has been conveyed to the South East Land Trust (SELT) which will maintain and act as stewards of the conservation land. Road construction has proceeded expeditiously with only the final overlay to be completed. A performance guarantee has been posted to assure the completion of road work to allow the issuance of building permits for the remaining houses. Certificates of occupancy for the first four (4) homes have been issued and building permits have been issued for another two (2) homes in the development which are under construction.

Applications before the Board

Jarib M. Sanderson – Robin Realty Newmarket Trust/Tuck Realty Corporation an application for a Special Use Permit for a residential open space design subdivision involving 11 lots at 36 Dame Road, Tax Map U2, Lot 297, and Bay Road, Tax Map U2, Lot 320, both in the R1 Zone. The special use permit was conditionally approved by the Planning Board at its July 12, 2016 meeting following a site walk and review by the Technical Review Committee (TRC) of the Planning Board. A more detailed subdivision application was submitted in the August and was conditionally approved at the November 15, 2016 Planning Board meeting. The staff is currently working with the applicant and legal counsel in fine-tuning the legal documents related to this project, so project plans can be signed and recorded with construction starting in the spring.

Sharon Tucker/Town of Newmarket – Application for a subdivision of property into 3 separate lots at 27 Neal Mill Road, Tax Map R4, Lot 50, R1 Zone. One of the lots (12.7 acres) will be conveyed to the Town of Newmarket for a municipal water supply. Another (16.7 acres) will contain the existing Tucker residence and the third (8.25 acres) will remain vacant and unbuildable until such time as the owner complies with the frontage requirements of Section 3.01 (B) of the Zoning Ordinance. This property was granted a variance on December 5, 2016 from the Zoning Board of Adjustment to allow the third lot to be created without frontage on a Class V road and without a plan to improve the Class VI road to current town standards and no plan to post financial security for such improvements. The application is scheduled for a public hearing on February 14, 2017.

Real Estate Advisors, Inc. - Public hearing on any application for Design Review at 1 R Grape Street, Tax Map U2, Lot 206, R3 Zone. The proposal is for a four unit residential condominium development. This application was denied by the Planning Board on May 17, 2016 as it was deemed that the “architectural renderings submitted by the applicant were not aesthetically pleasing and did not ensure visual harmony of the site and the surrounding neighborhood. In December 2016, the Rockingham County Superior Court upheld the Planning Board’s decision. The applicant has submitted a new design for the façade of the building and has re-configured the layout of buildings, as to provide an opportunity for greater brick treatment on the front of the building and through sidewalk paving. The application is on the Planning Board’s agenda on February 14, 2017 for a “design review”. Design review allows the Board and applicant to engage in a non-binding discussion in addressing specific design concerns.

Zoning Board of Adjustment

Other Business

Capital Improvements Plan (CIP) – The CIP committee completed its work on the Town’s Fiscal Year 2017-2023 plan and forwarded its recommendations to the Town Administrator on September 30. The

CIP Committee received 39 requests for projects from Town Departments and recommended requests in the amount of \$2,084,610. A presentation was recently given by the School Administration at the CIP meeting on January 11, 2017. Their six year plan involves a comprehensive package of renovations and additions to be phased over a three (3) year period to both the Newmarket Elementary and the Newmarket Junior and Senior High School, which will be presented to voters for a bond issue vote at the Annual Town Meeting on March 14, 2017. The total cost of renovations will be \$38,943,083 under the bond issue, which breaks out to \$10,502,402 for the Elementary School and \$28,440,681 for the Newmarket Junior and Senior High School. The CIP includes the debt service that will be retired over the first six years of the bond issue, which at a fixed 4.5% interest rate over the course of a thirty year amortization period. This translates into approximately \$969,000 in the first year starting in FY 17/18 and level debt of 2.3 million dollars per year for the next five (5) year period. If the bond issue does not pass, then the Administration will need to cobble together another plan as part of next year's CIP to address the urgent needs for sprinkler system, security upgrades, mechanical (boiler) and electrical systems, and other life safety and ADA code requirements. The CIP committee unanimously voted to accept the School's recommended CIP as meeting the requirements for a Capital Improvement Program (CIP) under related statutes. This concludes the CIP process for the 2017-2023 Fiscal Years.

Future Land Use Plan and Zoning Changes – At its November 15 meeting, the Planning Board prioritized action items for implementing the recommendations of the Future Land Use Chapter. The top priority is to bring forward zoning changes for both the Continuing Care Retirement Community (CCRC) and Assisted Living Overlay District (ALO) that have been recommended by the Economic Development Committee (EDC). The Planning Board subcommittee met on December 7, January 4, and February 3 2017 and to review reference materials related these housing concepts, as well as several examples of zoning ordinances from other communities, including Concord and Hanover, NH as well as several communities from out of state. The committee is working on a draft zoning ordinance to be presented at the March 21, 2017 Planning Board meeting. The Planning Board conducted a work session discussion on January 10, 2017 on other regulation changes for economic development (permitted uses), accessory dwelling units, signage, non-conforming uses, and application deadlines. The Planning Board held a public hearing on proposed zoning, subdivision, and site review changes at its January 24, 2017 meeting. At that meeting, the Planning Board adopted the new State mandated 20 day deadline for the receipt of subdivision and site review applications prior to the Planning Board meeting at which the applications will be heard and forwarded proposed zoning changes to the Town Council with a recommendation for adoption. There will be a first reading of these amendments at the February 15 Town Council meeting. A public hearing is scheduled on these changes at the March 1, 2017 joint meeting of the Planning Board and the Town Council.

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, which 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 recommendations for updating our regulations. The Planning Board will need to make amendments to the zoning, subdivision and site review regulations to assure Newmarket's continued eligibility in the program. We have received word from the NH OEP that there has been an appeal regarding the new flood plain maps. The deadline for adopting new maps and revising ordinances has been postponed until sometime in 2017. Copies of the new flood plain maps are available for public viewing in the Planning Office and have been posted on the Town's website. The Planning Board has set up a subcommittee to work with the Town Planner on these amendments for consideration at a future Planning Board meeting.

Special Projects

Route 108 Pedestrian Crossings: At its May 4, 2016 meeting the Town Council authorized the Town Administrator to enter into a contract with Target Construction to complete the Downtown Pedestrian Crossing Improvement project. A copy of the engineering report and the most recent plans can be viewed electronically on the Town's website at www.newmarketnh.gov. The RRFB (Rapid Reflecting Flashing Beacons) at the crosswalks for improved pedestrian safety have been installed. Milling and paving work is complete and other pedestrian signs have been installed. As of December 9, 2016 the project is "substantially complete". There is a final checklist of items, which will be addressed during the spring of 2017. Remaining items include the placement of 12 inch permanent pavement markers along the crosswalks and the replacement of epoxy for pavers, where necessary. The contractor has been called back again to correct settling issues related to the crosswalk in front of the Big Bean.

Macallen Dam Feasibility Study: At the 2015 Town Meeting, funding in the amount of \$50,000, was approved for the Macallen Dam Capital Reserve Fund. The Town issued 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. Engineering proposals from three (3) firms were received on October 2015. Awarding the contract for the stability analysis was placed on hold, while follow-up work on the hydraulic calculations was completed. The Town's consultant, Gomez and Sullivan (G&S), put together a technical memorandum regarding the design flows associated with increasing the capacity of the dam, which is one of the outstanding items in the NH DES Letter of Deficiency. The Town now has a more refined model in place to evaluate various dam modifications and repairs including increasing the height of the abutment walls to meet the required design flows. With the new model, the 100 year design flow is 9,824 cfs, with a water surface elevation of 33.61 feet at the dam with the gates closed.

At a June meeting with NH DES, it was clarified that if the Town just focuses on improvements to the abutment walls, a stability analysis would only have to be completed on that aspect of the dam and not

the entire dam structure which would result in reduced costs for the Town. Also, the breach analysis would not have to be re-done. The final draft of the summary report was submitted by G & S to the Committee in July and has been approved by the New Hampshire Department of Environmental Services.

The Committee met on November 18, 2016 with representatives of Durham to discuss how that Town's proposed hazard mitigation project on Longmarsh Road would impact the 100 year design flows and future improvements at the Macallen Dam. There was a follow-up meeting at the NH Department of Environmental Services, which Newmarket, attended on November 29 with representatives of FEMA, NH Department of Safety, and Homeland Security and the Federal Emergency Management Agency (FEMA) . At this meeting, it became clear that the NH Wetlands Bureau is not likely to approve the current construction plans for Longmarsh Road without notable modifications.

The New Hampshire Dam Bureau has clarified its position in a memo to the Town of Durham. They have indicated in order for the Longmarsh Road project to be approved under New Hampshire's Wetland rules, the Dam Bureau will strongly suggest that any alternative considered for the Longmarsh Road project be one that keeps the current hydraulic characteristics of the Lamprey/Oyster river systems intact, without adversely impacting existing design flood flows. The Dam Bureau advised the Town to stay involved with the Longmarsh Road Process in Durham and suggested that at some date in the future the Town may have to re-do the spillway analysis if that project has material impact on the Macallen Dam.

The Macallen Dam Study Committee had sought to clarify this issue before issuing a new Request for Proposals (RFP) for engineering services. The new RFP will have a more narrow focus than what was originally proposed to address raising the abutment walls adjacent to the Dam, as potential solution to the design capacity issue. The NH Dam Bureau has recommended that the new stability analysis look at multi wall heights in the event a higher wall will be needed in future and that the condition of the right abutment wall be studied if any walls or earthened structures are going to be placed on them.

MS4 Program

Planning staff continues to monitor progress with respect to the MS4 program by attending the Seacoast Stormwater Coalition Meetings. The Coalition has organized a program to assist communities in the region with meeting the minimum NPDES permit requirements to help minimize costs and prevent the duplication of services at the local level for work tasks such as outreach, the bulk purchase of water quality monitoring equipment and shared contracting for laboratory work. Newmarket will be participating in this effort to help prepare the Town for the MS4 program. On January 18, 2017 EPA authorized the much-debated and highly anticipated General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for New Hampshire. The effective date of the permits is July 1, 2018, which gives Newmarket more time than expected for setting up the program and for budget planning. An informational meeting will be held on February 15 at the Dover Public Library from 1 pm to 3 pm at 73 Locust Street, third floor meeting room. Suzanne Warner from the EPA will be present to discuss how we can start planning for the new permit requirements.

PLANNING**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
122,676.00	12,451.63	71,035.57	51,640.43	58%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
129,153.00	8,027.66	63,552.00	65,601.00	49%

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.

Projects

- Financial statement audit.
- Transition to new Finance Director.
- MRI Report:
 - Paperless decentralized purchasing and invoice payments.
 - Transition to a combined Town/School Finance Department
 - Possible outsourcing payroll function, if combination not successful.

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 17	FY 16	% Increase/(decrease)		FY 15	% Increase/(decrease)	
July	17	22	(5)	-22.73%	15	7	46.67%
August	10	11	(1)	-9.09%	10	1	10.00%
September	8	12	(4)	-33.33%	12	-	0.00%
October	17	11	6	54.55%	10	1	10.00%
November	14	12	2	16.67%	3	9	300.00%
December	6	8	(2)	-25.00%	9	(1)	-11.11%
January	8	16	(8)	-50.00%	5	11	220.00%
February		10			7	3	42.86%
March		10			7	3	42.86%
April		7			8	(1)	-12.50%
May		12			14	(2)	-14.29%
June		17			19	(2)	-10.53%
Total	80	148	(12)	-8.11%	119	29	24.37%

MRI Report:

MRI identified two areas of improvement for the Finance Office with current updates follows:

1. "Paperless decentralized purchasing and invoice payment should continue to be a goal for the near future."

Update:

Paperless decentralized purchasing and invoice payment has been a goal of this office for several years. We have been working towards this goal, which we secured funding to move this project along within the FY 2018 budget.

2. "Consolidation of the Town and School finance/business operations. In the absence of a successful consolidation the outsourcing of the payroll function should be considered."

Update:

I have been working the School Business Manager regarding the duties I perform, which she will assume beginning March 1st.

MRI discusses outsourcing payroll in the event consolidating finance operations fails. However, I don't believe this should be a backup plan, but part of the ongoing consolidation. Outsourcing to the School District is more preferable than outsourcing to a 3rd party provider. In my experience with 3rd party providers, they take more time to manage, have more costs, generate more errors, and delay quarterly and W-2 reporting. Keeping payroll "in house" is more preferable, where the staff is highly qualified and turn around reporting timely. Regardless, additional research is necessary to make sure work flow aligns well between both organizations.

Financial Highlights:

Balance Sheet – We are now at the end of a cash-flow cycle with a cash on hand balance of \$11,088,595 as of December 31st. Significant balances within this amount are \$906,376 relates to water, \$2,121,831 relates to sewer, \$239,168 relates to conservation commission, and \$337,285 relates to solid waste.

Income Statement –

- Revenues:
 - o All revenues, except water, are within expectations. For water revenues, the Water/Sewer Superintendent is currently studying water consumption, which he will have additional information to report on in the future.
- Expenditures:
 - o Expenditures are trending higher at this point in the year, which is primarily due to winter operations and finalizing the MRI Organization Study.
 - o The Human Resources line-item continues to trend above expectations, however, trend is beginning to soften. My concern over health insurance still concerns me, even though it's at expectations.
- Projects:
 - o Projects are at expectations. Currently, there are a deficits in the WWTF upgrade and Pedestrian Sidewalk projects totaling roughly \$(1,355,960). These deficits are a normal course of business and I expect WWTF upgrade to be reversed with revenue during the next month. The Pedestrian Sidewalk has caught my attention in relation to the closure of this project, which will require further analysis to project its final closure.

FINANCE

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
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206,844.00	14,558.78	101,904.22	104,939.78	49%
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FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
200,975.00	21,723.02	103,472.18	97,502.82	51%

**HUMAN
RESOURCES**

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,515,143.00	70,295.08	926,890.80	588,252.20	61%

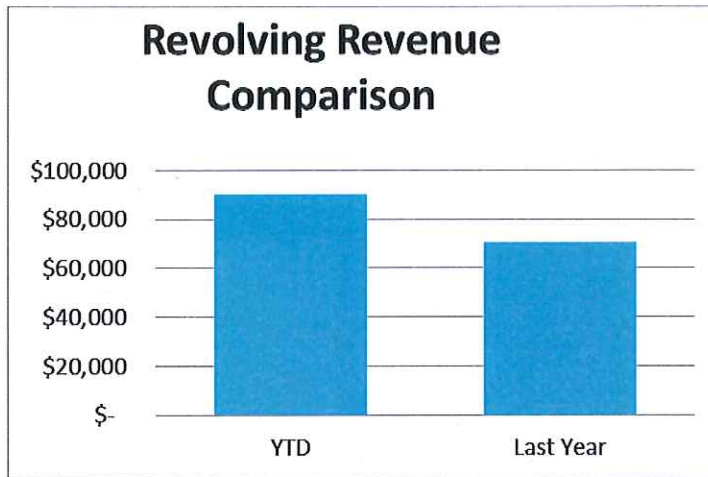
FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,371,879.00	91,099.50	900,411.33	471,467.67	66%

Recreation

Recreation Fiscal Business Report:

To date our *Revolving Account* revenue is at \$90,050 collected which equates to 37% of our forecasted revenue budget. We are ahead of last



year in revenue by \$19,423 which was \$70,627 and only at 35% collected of last year's budget at this same time last year. Please note that we dropped a bit as last month we reported a positive \$23,014 difference. The drop in revenue is explained in the report. However, we feel good that this number will be made up and continue to rise once camp registration begins in March.

To date we have currently expended 62% of our \$243,433 *Revolving*

Account budget, as compared to 70% spent of last year's budget of \$199,670.

Our *General Fund* expenses are lower at this same time as compared to last year by \$2,419.

Personnel Report

As of this report, we are currently running one full-time salary position short since Jim's retirement. Unfortunately, this is one of our most critical preparation times with summer camp registration gearing up. We are hoping that will be able to stick to our dates (see program report) regarding summer camp info and registration dates. We have hired a part-time front desk person to help with the some paperwork load; however, it is difficult to train less experienced person in all that needs to be done in a short period.

Our current staff is going beyond in an effort to keep most of our regular programming going. However, until this position is filled, we are unable to take on any more program opportunities that come our way. We have had to cancel two programs already that we typically run during the winter months because our staff does not have the time to run these programs. Both these situations will reflect in a loss of potential revenue and revenue we made last year.

We also needed to hire a new Preschool Playgroup Coordinator this month because our other instructor decided to go back to school. Please join us in welcoming Heather Boyd to our Rec Staff who comes to us with a wealth of experience in children programming and specializes in nature based development education and play. It is our hope that her experience will allow the Rec to provide even more revenue programming opportunities for older students and adults once we are able to get the NEW Learning Center room underway. This potential revenue generating room has also been put on the back burner due to time constraints.

The month of February and March is one of busiest times for recruitment of summer staff. This is a very time consuming project as we hire up to 40 staff in the summer. It's important to start early in this process because most of the college students start looking right now and can be committed to another agency as early as the end of March if we are not on top of this. In an attempt to save time in the interview, process we are trying condensed group interviews this year so that we do not miss the chance of recruiting the best of the best for our camp program.

Program Report

You may remember that we were very excited for our NEW Blades or Glory Ice Skating Instruction program, which sold out last month. Unfortunately, we still have not been able to run the class because the weather has not been cold enough for any length of time for the ice to stay frozen. As we mentioned above, we are in the thick of Summer Camp preplanning. Our Face book pages are blowing up with views to see when we will be posting our rates and program details. We have it is our hope to post all info and pricing to be up by mid-February and it continues to be our goal to begin registration for residents by March 1st.

Our Annual 2017 Marketing Brochure that provides not only recreation programming information, as well as community information through our Rec Connect Community Collaboration program, has once again been being pushed back until the end of February due to many factors mostly time constraints and not wanting to publish inaccurate information in regards to department staffing responsibilities. Our concern is we have Advertising commitments that are not being fulfilled, which may result in a loss of advertising revenue.

Currently the day to day people traffic at the center is booming and just in the Rec Center alone we are running the following programs: 3 Ballet programs, our M-F Preschool Playgroup, Lego League, Iguana Wanna Mondays, Karate, 2 Music is Fun for Everyone classes, Power Yoga and Kids Yoga, 2 Hip Hop programs, and lastly our *Fit & Fun Room for 5 and Under* is getting more participants than ever. Last Tuesday morning we had 13 toddlers show up to open play at the same time (with parents in tow). We almost had to turn parents away due to the space limitations. We were told that a parent on a popular Facebook Mommies group listed our play room as the "best kept secret" play space for young children.

The Daddy Daughter Date night is February 9th. This is by far our biggest ticketed events was point on. As of this report we are ahead in ticket sales compared to where we were on this same date last year. Inclement weather has been forecasted and this event may need to be postponed. This may or may not result in the loss of revenue. More details on the outcome of this event will be included in the next report.

Sunrise Sunset 55+ Activity Center

Unfortunately, the 2017 Silver Star theatrical production is one of the programs that had to be canceled due to being short staffed. Rehearsals were permanently canceled last week because the Acting Director is unable to find the time right now to direct and produce this year's play. Many of the seniors are disappointed but understand that the Rec center is short staffed right now.

Their guest speaker for the January Tuesday Talk was school Superintendent Meredith Nadeau. Meredith's presentation on school renovations was well received by the large audience. Several members of the facilities committee were also present and provided good information in response to the many

questions asked. The group came away with a more thorough understanding of the proposals and appreciated the opportunity to learn more about the school projects before the March vote.

The Sunrise Sunset fundraising finance committee met in January and approved spending for the Sunrise Community Cookbook that will go to print in March. The cookbook is a fundraiser for the center with a focus on raising money to benefit the Sunrise Memorial Garden. The project has received \$400 in sponsorship money but will require an additional \$300 to cover costs. The committee will request that The Friends of Newmarket Recreation approve the release of these funds. This is a very exciting project for the center and we would like to acknowledge all the hard work the staff and volunteers that are involved in this fundraising project for the SS Center.

The Breakfast Club enjoyed a great meal at Grill 28 in Portsmouth this month. Most all of the restaurants that they have visited in the past 2 years have been willing to donate a \$10 gift card to be given away to one lucky person in our group, which usually covers the entire cost of their breakfast. They give our waitress the honor of drawing and announcing the winner that's chosen from the raffle bucket of names. Needless to say it's the highlight of their day if their name is called!

They also took a short trip to the Hampton Beach Ocean Gaming Casino this month to play Bingo. This has become a very popular trip where the group enjoys lunch and other casino offerings along with a lively game of Bingo. Since they are usually the only participants in the Bingo game, there are always guaranteed winners in our group. They have requested that we go back again in February.

The Rec has recently paired up with Globus Tours to try another type of overnight trip since the Canada trip was so successful last summer. They will be holding an information meeting on February 22 at the center to get details on a trip all inclusive type trip to Ireland. This is an amazing opportunity for anyone in Newmarket who has ever wanted to go to Ireland with a group of friends. More details on this trip are on our website and will be discussed in the next report.

Lastly, although illness and bad weather kept some members at home in January, they continued with their regular programming of bingo, Wii bowling, marimba, book club, art group and card playing. Newsletter production and yearly planning were also part of the January agenda. Weather has played a part in some cancelation of programming which the Center hopes to make up for in the next few months. Kim Tilton and her staff of volunteers are doing an amazing job for the town on behalf of the 55 population.

RECREATION

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
200,322.00	28,940.24	126,363.45	73,958.55	63%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
210,407.00	20,195.13	123,944.03	86,462.97	59%

RECREATION REVOLVING

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
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243,433.00	10,600.33	151,183.80	92,249.20	62%
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FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
199,670.00	11,316.09	140,241.63	59,428.37	70%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

		Fiscal Year 2017					Fiscal Year 2016					
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
Town Council			19,300.00	2,340.75	14,993.25	4,306.75	78%	19,300.00	663.75	13,762.50	5,537.50	71%
Town Administrator			189,139.00	22,532.85	125,867.61	63,271.39	67%	176,994.00	3,006.31	110,524.58	66,469.42	62%
Finance			206,844.00	14,558.78	101,904.22	104,939.78	49%	200,975.00	21,723.02	103,472.18	97,502.82	51%
Human Resource			1,515,143.00	70,295.08	926,890.80	588,252.20	61%	1,371,879.00	91,099.50	900,411.33	471,467.67	66%
Town Clerk/Tax Collector			176,442.00	18,995.10	100,387.82	76,054.18	57%	162,270.00	12,295.20	85,451.63	76,818.37	53%
Recreation			200,322.00	28,940.24	126,363.45	73,958.55	63%	210,407.00	20,195.13	123,944.03	86,462.97	59%
Code Enforcement			69,755.00	7,540.41	40,666.71	29,088.29	58%	67,253.00	5,823.40	39,060.23	28,192.77	58%
Direct Assistance			41,343.00	2,222.51	15,093.42	26,249.58	37%	48,220.00	1,300.83	17,155.03	31,064.97	36%
Assessing			69,325.00	5,102.20	33,504.33	35,820.67	48%	63,900.00	4,947.47	39,616.71	24,283.29	62%
Legal			80,000.00	6,967.59	48,661.92	31,338.08	61%	80,000.00	10,213.57	44,935.02	35,064.98	56%
Planning			122,676.00	12,451.63	71,035.57	51,640.43	58%	129,153.00	8,027.66	63,552.00	65,601.00	49%
Conservation			2,941.00	169.49	1,310.00	1,631.00	45%	1,941.00	131.25	1,597.63	343.37	82%
Economic Development			2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
Debt Services			129,759.00	0.00	129,758.32	0.68	100%	131,959.00	0.00	134,158.32	-2,199.32	102%
Infomation Technology			135,558.00	10,882.66	90,440.80	45,117.20	67%	131,752.00	22,292.95	83,960.25	47,791.75	64%
Channel 13			31,586.00	1,434.48	12,117.28	19,468.72	38%	30,387.00	3,691.84	15,496.40	14,890.60	51%
Police			1,322,707.00	128,493.05	720,780.00	601,927.00	54%	1,308,012.00	88,660.75	666,671.40	641,340.60	51%
Public Works			427,516.00	64,315.09	262,621.65	164,894.35	61%	417,347.00	36,687.37	209,950.93	207,396.07	50%
Roadways & Sidewalks			330,970.00	16,527.82	145,815.38	185,154.62	44%	386,570.00	21,706.08	187,443.58	199,126.42	48%
Street Lights			49,000.00	3,478.09	25,603.97	23,396.03	52%	46,250.00	3,598.44	24,735.58	21,514.42	53%
Building & Grounds			482,233.00	30,135.74	260,543.10	221,689.90	54%	468,202.00	28,079.89	265,435.44	202,766.56	57%
Cemetery			37,253.00	2,253.61	17,738.39	19,514.61	48%	36,963.00	1,465.60	15,645.91	21,317.09	42%
Vehicle			206,500.00	15,215.09	97,999.07	108,500.93	47%	197,700.00	23,466.04	105,472.25	92,227.75	53%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

			Fiscal Year 2017					Fiscal Year 2016				
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
Fire & Rescue			358,762.00	33,582.92	197,845.83	160,916.17	55%	334,185.00	32,086.65	211,559.11	122,625.89	63%
Emergency Management			1,950.00	0.00	750.00	1,200.00	38%	1,950.00	0.00	1,742.00	208.00	89%
Grants			53,000.00	0.00	46,505.00	6,495.00	88%	69,300.00	2,000.00	30,770.00	38,530.00	44%
Social Service Grants			43,029.00	2,000.00	29,126.00	13,903.00	68%	43,429.00	0.00	36,429.00	7,000.00	84%
Capital Reserve			575,115.00	0.00	575,115.00	0.00	100%	512,949.00	0.00	512,949.00	0.00	100%
General Fund			6,880,668.00	500,435.18	4,220,723.84	2,659,944.16	61%	6,650,247.00	443,162.70	4,045,902.04	2,604,344.96	61%
Library			314,704.00	31,733.76	266,281.59	48,422.41	85%	314,033.00	21,010.44	177,792.12	136,240.88	57%
Recreation			243,433.00	10,600.33	151,183.80	92,249.20	62%	199,670.00	11,316.09	140,241.63	59,428.37	70%
Solid Waste			447,356.00	51,171.56	267,473.23	179,882.77	60%	443,981.00	39,169.65	225,843.86	218,137.14	51%
Water			932,813.00	26,641.42	606,310.77	326,502.23	65%	947,051.00	31,434.78	652,644.24	294,406.76	69%
Sewer			1,177,968.00	60,280.45	686,090.15	491,877.85	58%	1,101,437.00	39,418.07	638,135.89	463,301.11	58%
Total Operating Budget			9,996,942.00	680,862.70	6,198,063.38	3,798,878.62	62%	9,656,419.00	585,511.73	5,880,559.78	3,775,859.22	61%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016					
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
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	8,250.00	2,750.00	75%	11,000.00	0.00	8,250.00	2,750.00	75%
	01-401-103-0000	TC - PART-TIME	7,800.00	1,357.50	5,760.00	2,040.00	74%	7,800.00	663.75	5,512.50	2,287.50	71%
	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	250.00	983.25	983.25	-733.25	393%	250.00	0.00	0.00	250.00	0%
			19,300.00	2,340.75	14,993.25	4,306.75	78%	19,300.00	663.75	13,762.50	5,537.50	71%
Town Administrator	01-402-101-0000	TA - FULL TIME SALARIES	135,095.00	15,520.62	82,706.15	52,388.85	61%	129,394.00	10,138.08	81,712.62	47,681.38	63%
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	2,065.39	1,934.61	52%
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,500.00	217.03	2,032.01	1,467.99	58%	3,000.00	38.29	3,110.73	-110.73	104%
	01-402-201-0000	TA - POSTAGE	3,000.00	207.31	1,184.38	1,815.62	39%	3,000.00	229.11	1,925.55	1,074.45	64%
	01-402-202-0000	TA - GENERAL SUPPLIES	11,500.00	490.96	4,226.85	7,273.15	37%	11,000.00	378.43	5,046.43	5,953.57	46%
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,200.00	324.47	2,068.76	2,131.24	49%	4,100.00	330.48	2,271.37	1,828.63	55%
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	10,500.00	99.00	8,644.00	1,856.00	82%	9,000.00	60.00	8,698.67	301.33	97%
	01-402-310-0003	TA - ADVERTISING	2,500.00	359.00	2,566.88	-66.88	103%	2,500.00	80.42	1,438.70	1,061.30	58%
	01-402-310-0005	TA - BOOKS	500.00	0.00	957.32	-457.32	191%	500.00	0.00	0.00	500.00	0%
	01-402-402-0000	TA - EQUIPMENT MAINTENA	8,344.00	236.00	6,329.63	2,014.37	76%	5,000.00	236.00	4,234.63	765.37	85%
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,500.00	0.00	0.00	3,500.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	5,078.46	15,151.63	-12,651.63	606%	2,500.00	-8,484.50	20.49	2,479.51	1%
			189,139.00	22,532.85	125,867.61	63,271.39	67%	176,994.00	3,006.31	110,524.58	66,469.42	62%
Finance	01-403-100-0000	FINANCE - ELECTED OFFICIALS	900.00	0.00	900.00	0.00	100%	900.00	0.00	0.00	900.00	0%
	01-403-101-0000	FINANCE - FULL TIME SALARIES	167,544.00	13,247.38	91,131.11	76,412.89	54%	163,725.00	20,705.79	85,676.21	78,048.79	52%
	01-403-103-0000	FINANCE - PART TIME SALARIES*	5,000.00	833.34	3,333.36	1,666.64	67%	5,000.00	416.67	2,916.69	2,083.31	58%
	01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	0.00	0.00	40.72	-40.72	0%	0.00	0.00	99.12	-99.12	0%
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,000.00	21.00	1,562.84	3,437.16	31%	5,000.00	416.06	2,560.56	2,439.44	51%
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,400.00	313.42	1,090.33	1,309.67	45%	2,400.00	184.50	1,432.31	967.69	60%
	01-403-310-0001	FINANCE - BUDGET COMMITTEE EXPENSE	600.00	0.00	0.00	600.00	0%	600.00	0.00	0.00	600.00	0%
	01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0%	300.00	0.00	0.00	300.00	0%
	01-403-310-0003	FINANCE - ADVERTISING	500.00	113.64	1,101.16	-601.16	220%	1,000.00	0.00	0.00	1,000.00	0%
	01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	900.00	0.00	267.50	632.50	30%	600.00	0.00	446.29	153.71	74%
	01-403-460-0000	FINANCE - BANK FEES	0.00	30.00	245.20	-245.20	0%	0.00	0.00	0.00	0.00	0%
	01-403-703-0000	FINANCE - AUDIT	24,000.00	0.00	2,232.00	21,768.00	9%	21,450.00	0.00	10,341.00	11,109.00	48%
			206,844.00	14,558.78	101,904.22	104,939.78	49%	200,975.00	21,723.02	103,472.18	97,502.82	51%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016						
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	
	01-404-150-0000	EMP BEN - FICA	124,089.00	13,255.48	66,314.62	57,774.38	53%	111,000.00	8,612.31	62,178.49	48,821.51	56%	
	01-404-151-0000	EMP BEN - MEDICARE	45,134.00	4,575.62	24,068.74	21,065.26	53%	43,407.00	3,079.24	22,499.82	20,907.18	52%	
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	2,740.00	47.00	241.00	2,499.00	9%	750.00	20.00	671.50	78.50	90%	
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	585,734.00	4,306.22	324,812.02	260,921.98	55%	526,976.00	43,057.14	339,283.86	187,692.14	64%	
	01-404-156-0000	EMP BEN - NH RETIREMENT	426,379.00	48,212.23	249,971.82	176,407.18	59%	397,313.00	31,609.46	230,481.55	166,831.45	58%	
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	27,660.00	-27.00	14,105.05	13,554.95	51%	25,575.00	1,944.07	13,667.42	11,907.58	53%	
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	125,389.00	-69.12	125,493.55	-104.55	100%	113,990.00	-77.00	116,476.00	-2,486.00	102%	
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	4,413.00	-5.35	1,615.88	2,797.12	37%	6,523.00	2,797.28	2,797.28	3,725.72	43%	
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	0.00	572.25	27.75	95%	600.00	57.00	57.00	543.00	10%	
	01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	2,500.00	0.00	2,766.87	-266.87	111%	2,500.00	0.00	1,673.41	826.59	67%	
	01-404-197-0000	EMP BEN - MERIT INCREASE POOL	45,000.00	0.00	0.00	45,000.00	0%	35,000.00	0.00	0.00	35,000.00	0%	
	01-404-198-0000	EMP BEN - LONGEVITY	22,275.00	0.00	15,750.00	6,525.00	71%	18,675.00	0.00	15,750.00	2,925.00	84%	
	01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANCE	103,230.00	0.00	101,179.00	2,051.00	98%	89,570.00	0.00	93,845.00	-4,275.00	105%	
	01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,030.00	-1,030.00	0%	
Human Resource			1,515,143.00	70,295.08	926,890.80	588,252.20	61%	1,371,879.00	91,099.50	900,411.33	471,467.67	66%	
	01-405-101-0000	TC/TC - FULL TIME SALARIES	105,904.00	12,505.77	62,570.61	43,333.39	59%	101,548.00	8,147.33	58,093.60	43,454.40	57%	
	01-405-103-0000	TC/TC - PART TIME SALARIES	27,919.00	3,564.80	14,600.13	13,318.87	52%	27,410.00	1,974.24	16,277.06	11,132.94	59%	
	01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	8,925.00	1,755.00	6,105.00	2,820.00	68%	5,106.00	570.00	570.00	4,536.00	11%	
	01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	2,600.00	0.00	1,308.39	1,291.61	50%	2,600.00	106.88	653.50	1,946.50	25%	
	01-405-201-0000	TC/TC - POSTAGE	10,167.00	526.63	4,331.17	5,835.83	43%	8,966.00	396.91	4,116.89	4,849.11	46%	
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	473.00	2,212.29	1,087.71	67%	3,300.00	286.17	1,736.20	1,563.80	53%	
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	119.96	728.55	871.45	46%	1,600.00	122.44	733.13	866.87	46%	
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	489.00	25.00	132.95	356.05	27%	360.00	9.00	65.00	295.00	18%	
	01-405-310-0003	TC/TC - ADVERTISING	0.00	0.00	0.00	0.00	0%	0.00	0.00	231.33	-231.33	0%	
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	8,113.00	0.00	3,578.84	4,534.16	44%	4,380.00	673.25	875.04	3,504.96	20%	
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	0.00	397.50	1,002.50	28%	1,400.00	0.00	497.00	903.00	36%	
	01-405-702-0000	TC/TC - DEED RESEARCH	2,575.00	24.94	194.64	2,380.36	8%	2,600.00	8.98	210.25	2,389.75	8%	
	01-405-702-1000	TC/TC - CODIFICATION	950.00	0.00	1,727.75	-777.75	182%	500.00	0.00	1,392.63	-892.63	279%	
	01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	0.00	2,500.00	0%	
Town Clerk/Tax Collector			176,442.00	18,995.10	100,387.82	76,054.18	57%	162,270.00	12,295.20	85,451.63	76,818.37	53%	
	01-406-101-0000	RECREATION-FULL TIME SALARIES	154,229.00	24,484.65	97,762.78	56,466.22	63%	146,666.00	11,863.59	84,938.90	61,727.10	58%	
	01-406-103-0000	RECREATION-PART TIME SALARIES	25,486.00	3,027.42	20,870.31	4,615.69	82%	43,434.00	3,240.41	23,224.76	20,209.24	53%	
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	559.37	1,072.75	927.25	54%	2,000.00	274.00	2,543.13	-543.13	127%	
	01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	6.70	59.08	240.92	20%	300.00	0.00	0.00	300.00	0%	
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	19.08	161.06	138.94	54%	300.00	0.00	78.95	221.05	26%	
	01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	661.75	838.25	44%	
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	60.73	1,496.43	153.57	91%	1,650.00	75.27	705.62	944.38	43%	
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,288.00	192.50	1,639.55	1,648.45	50%	3,288.00	282.78	1,606.32	1,681.68	49%	
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	1,233.00	99.98	287.24	945.76	23%	1,233.00	65.00	810.96	422.04	66%	
	01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	6,636.00	369.88	2,250.25	4,385.75	34%	6,636.00	4,268.08	6,086.77	549.23	92%	
	01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	91.97	491.95	708.05	41%	1,200.00	0.00	985.44	214.56	82%	
	01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	2,500.00	27.96	272.05	2,227.95	11%	2,200.00	126.00	2,301.43	-101.43	105%	
Recreation			200,322.00	28,940.24	126,363.45	73,958.55	63%	210,407.00	20,195.13	123,944.03	86,462.97	59%	

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

			Fiscal Year 2017					Fiscal Year 2016				
				Month to Date	Year to Date		Percent		Month to Date	Year to Date		Percent
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Transactions	Transactions	Balance Year	Collected	Budget	Transactions	Transactions	Balance Year	Collected
	01-407-101-0000	CODE - FULL-TIME SALARIES	25,356.00	2,925.12	15,659.46	9,696.54	62%	25,355.00	1,950.41	14,515.19	10,839.81	57%
	01-407-103-0000	CODE - PART TIME SALARIES	38,919.00	4,230.56	22,945.84	15,973.16	59%	37,318.00	2,779.93	21,313.21	16,004.79	57%
	01-407-190-0000	CODE - TRAINING	1,000.00	0.00	110.00	890.00	11%	1,000.00	299.00	504.00	496.00	50%
	01-407-201-0000	CODE - POSTAGE	130.00	34.63	78.94	51.06	61%	130.00	3.88	34.50	95.50	27%
	01-407-202-0000	CODE - GENERAL SUPPLIES	2,700.00	15.88	485.02	2,214.98	18%	2,700.00	703.76	1,792.88	907.12	66%
	01-407-301-0000	CODE - TELEPHONE	1,000.00	85.22	529.50	470.50	53%	500.00	86.42	568.45	-68.45	114%
	01-407-310-0002	CODE - DUES/SUBSCRIPTIONS	400.00	249.00	857.95	-457.95	214%	0.00	0.00	332.00	-332.00	0%
	01-407-402-0000	CODE - EQUIPMENT MAINTENANCE	200.00	0.00	0.00	200.00	0%	200.00	0.00	0.00	200.00	0%
	01-407-702-0000	CODE - LAB TESTING	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
Code Enforcement			69,755.00	7,540.41	40,666.71	29,088.29	58%	67,253.00	5,823.40	39,060.23	28,192.77	58%
	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	23,943.00	1,472.51	9,458.24	14,484.76	40%	22,320.00	1,268.45	10,816.51	11,503.49	48%
	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	0.00	155.18	44.82	78%	200.00	32.38	188.52	11.48	94%
	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	1,000.00	0.00	0.00	1,000.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-408-315-0039	DIR ASSIST - RENT	10,000.00	750.00	4,730.00	5,270.00	47%	15,000.00	0.00	4,900.00	10,100.00	33%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	1,000.00	0.00	0.00	1,000.00	0%	1,500.00	0.00	500.00	1,000.00	33%
	01-408-315-0041	DIR ASSIST - HEAT	2,000.00	0.00	0.00	2,000.00	0%	2,500.00	0.00	0.00	2,500.00	0%
	01-408-315-0042	DIR ASSIST - MEDICAL	1,500.00	0.00	0.00	1,500.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	1,500.00	0.00	750.00	750.00	50%	3,000.00	0.00	750.00	2,250.00	25%
Direct Assistance			41,343.00	2,222.51	15,093.42	26,249.58	37%	48,220.00	1,300.83	17,155.03	31,064.97	36%
	01-409-130-0000	ASSESS - CONTRACTED SERVICES	60,475.00	5,100.60	25,486.26	34,988.74	42%	55,000.00	4,946.01	39,601.34	15,398.66	72%
	01-409-201-0000	ASSESS - POSTAGE	500.00	1.60	24.07	475.93	5%	500.00	1.46	15.37	484.63	3%
	01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	0.00	234.00	266.00	47%	500.00	0.00	0.00	500.00	0%
	01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	150.00	0.00	0.00	150.00	0%	350.00	0.00	0.00	350.00	0%
	01-409-407-0000	ASSESS - SOFTWARE	7,700.00	0.00	7,760.00	-60.00	101%	7,550.00	0.00	0.00	7,550.00	0%
Assessing			69,325.00	5,102.20	33,504.33	35,820.67	48%	63,900.00	4,947.47	39,616.71	24,283.29	62%
	01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	6,967.59	48,661.92	31,338.08	61%	80,000.00	10,213.57	44,935.02	35,064.98	56%
Legal			80,000.00	6,967.59	48,661.92	31,338.08	61%	80,000.00	10,213.57	44,935.02	35,064.98	56%
	01-411-101-0000	PLAN - FULL TIME SALARIES	98,731.00	11,608.62	59,558.57	39,172.43	60%	95,708.00	7,598.00	54,483.48	41,224.52	57%
	01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	1,345.90	654.10	67%
	01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	0.00	58.40	1,441.60	4%	1,500.00	17.25	499.50	1,000.50	33%
	01-411-201-0000	PLAN - POSTAGE	2,500.00	181.61	700.42	1,799.58	28%	2,000.00	111.46	614.53	1,385.47	31%
	01-411-202-0000	PLAN - GENERAL SUPPLIES	2,000.00	168.79	1,189.89	810.11	59%	2,000.00	286.82	928.39	1,071.61	46%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	3,000.00	1,000.00	75%
	01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	600.00	52.33	379.68	220.32	63%	600.00	54.13	324.67	275.33	54%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,345.00	90.00	8,447.19	-102.19	101%	8,345.00	-40.00	425.00	7,920.00	5%
	01-411-310-0003	PLAN - ADVERTISING	2,000.00	350.28	701.42	1,298.58	35%	2,000.00	0.00	923.03	1,076.97	46%
	01-411-702-0000	PLAN - TAX MAPS	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	-1,007.50	0.00	1,000.00	0%
	01-411-703-0000	PLAN - CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0%	10,000.00	1,007.50	1,007.50	8,992.50	10%
Planning			122,676.00	12,451.63	71,035.57	51,640.43	58%	129,153.00	8,027.66	63,552.00	65,601.00	49%

Town of Newmarket, New Hampshire
Expense Report ^{a b}
For the Period Ended January 31, 2017

			Fiscal Year 2017					Fiscal Year 2016				
				Month to Date	Year to Date		Percent		Month to Date	Year to Date		Percent
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Transactions	Transactions	Balance Year	Collected	Budget	Transactions	Transactions	Balance Year	Collected
	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	2,000.00	120.00	855.00	1,145.00	43%	1,000.00	131.25	877.50	122.50	88%
	01-413-201-0000	CON COMM - POSTAGE	60.00	49.49	60.00	0.00	100%	60.00	0.00	6.96	53.04	12%
	01-413-202-0000	CON COMM - GENERAL SUPPLI	200.00	0.00	75.00	125.00	38%	200.00	0.00	200.00	0.00	100%
	01-413-310-0002	CON COMM - DUES/SUBSCRIPT	390.00	0.00	0.00	390.00	0%	390.00	0.00	363.00	27.00	93%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	320.00	-29.00	110%	291.00	0.00	150.17	140.83	52%
Conservation			2,941.00	169.49	1,310.00	1,631.00	45%	1,941.00	131.25	1,597.63	343.37	82%
	01-414-310-0000	ECON DEV - OPERATING EXPENSE	2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
Economic Development			2,500.00	0.00	1,284.95	1,215.05	51%	1,000.00	0.00	0.00	1,000.00	0%
	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
	01-418-951-0000	DEBT SER - INTEREST	29,759.00	0.00	29,758.32	0.68	100%	31,959.00	0.00	34,158.32	-2,199.32	107%
Debt Services			129,759.00	0.00	129,758.32	0.68	100%	131,959.00	0.00	134,158.32	-2,199.32	102%
	01-420-101-0000	MIS - FULL TIME SALARIES	68,183.00	8,024.61	40,391.62	27,791.38	59%	65,377.00	5,244.84	37,530.68	27,846.32	57%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	996.00	996.00	4.00	100%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	124.40	629.50	1,870.50	25%	2,500.00	105.19	2,034.02	465.98	81%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	0.00	502.40	97.60	84%	600.00	50.50	304.16	295.84	51%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	125.00	150.00	45%	275.00	0.00	0.00	275.00	0%
	01-420-407-0000	MIS - SOFTWARE MAINT	42,500.00	594.50	37,452.49	5,047.51	88%	40,000.00	12,839.03	30,130.01	9,869.99	75%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,500.00	105.87	2,285.91	2,214.09	51%	4,500.00	932.09	3,367.29	1,132.71	75%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	923.78	2,345.18	2,154.82	52%	4,500.00	0.00	364.49	4,135.51	8%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,000.00	960.00	960.00	40.00	96%
	01-420-800-0000	MIS - NEW EQUIPMENT	10,000.00	1,109.50	6,708.70	3,291.30	67%	12,000.00	1,165.30	8,273.60	3,726.40	69%
Infomration Technology			135,558.00	10,882.66	90,440.80	45,117.20	67%	131,752.00	22,292.95	83,960.25	47,791.75	64%
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	23,086.00	517.50	8,730.36	14,355.64	38%	21,887.00	1,755.84	12,560.40	9,326.60	57%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	666.98	1,886.92	4,113.08	31%	6,000.00	1,686.00	1,936.00	4,064.00	32%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	250.00	1,500.00	1,000.00	60%	2,500.00	250.00	1,000.00	1,500.00	40%
Channel 13			31,586.00	1,434.48	12,117.28	19,468.72	38%	30,387.00	3,691.84	15,496.40	14,890.60	51%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
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Fiscal Year 2017							Fiscal Year 2016					
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
Police	01-438-101-0000	POLICE - FULL TIME SALARIES	1,037,437.00	112,684.62	603,001.40	434,435.60	58%	1,013,622.00	73,453.73	531,563.64	482,058.36	52%
	01-438-102-0000	POLICE - OVERTIME	107,010.00	7,326.31	61,895.71	45,114.29	58%	105,140.00	8,605.07	79,445.62	25,694.38	76%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	3,287.35	15,961.46	19,038.54	46%	35,000.00	2,150.69	16,346.66	18,653.34	47%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	750.00	940.08	1,559.92	38%	2,500.00	250.00	1,064.78	1,435.22	43%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	-162.30	3,643.16	6,356.84	36%	10,000.00	345.00	491.78	9,508.22	5%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	0.00	19.00	581.00	3%	600.00	0.00	108.90	491.10	18%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	387.30	2,719.61	6,080.39	31%	8,800.00	131.90	2,573.58	6,226.42	29%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,800.00	200.00	96%	5,000.00	0.00	4,100.00	900.00	82%
	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	2,250.00	250.00	90%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	0.00	139.70	1,860.30	7%	2,000.00	0.00	264.97	1,735.03	13%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	42.71	400.24	2,099.76	16%	2,500.00	0.00	49.15	2,450.85	2%
	01-438-201-0000	POLICE - POSTAGE	450.00	30.46	226.38	223.62	50%	450.00	29.63	256.50	193.50	57%
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	317.16	2,051.09	3,448.91	37%	5,500.00	471.14	2,940.96	2,559.04	53%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	21.00	144.00	256.00	36%	400.00	20.50	140.50	259.50	35%
	01-438-209-0000	POLICE - GASOLINE	34,000.00	1,657.80	10,058.33	23,941.67	30%	34,000.00	1,160.90	9,632.55	24,367.45	28%
	01-438-301-0000	POLICE - COMMUNICATION SERVICES	16,500.00	1,048.04	6,183.82	10,316.18	37%	16,500.00	817.70	7,090.68	9,409.32	43%
	01-438-310-0002	POLICE - DUES/MEMBERSHIPS	4,210.00	275.00	275.00	3,935.00	7%	3,200.00	250.00	375.00	2,825.00	12%
	01-438-310-0005	POLICE - BOOKS/PUBLICATIONS	2,800.00	181.90	307.80	2,492.20	11%	2,800.00	397.00	397.00	2,403.00	14%
	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	6,000.00	0.00	518.00	5,482.00	9%	18,000.00	0.00	1,045.92	16,954.08	6%
	01-438-310-0045	POLICE - PRISONER EXPENSES	1,200.00	76.94	324.92	875.08	27%	1,200.00	0.00	240.98	959.02	20%
	01-438-402-0000	POLICE - EQUIP MAINTENANCE	5,000.00	0.00	642.82	4,357.18	13%	5,000.00	520.00	1,467.89	3,532.11	29%
	01-438-410-0000	POLICE - EQUIPMENT LEASE	26,900.00	476.76	3,230.48	23,669.52	12%	26,900.00	0.00	4,038.44	22,861.56	15%
	01-438-501-0000	POLICE - PRINTING/PUBLISHING	2,800.00	92.00	797.00	2,003.00	28%	2,800.00	57.49	537.35	2,262.65	19%
	01-438-521-0000	POLICE - ANIMAL CONTROL	3,600.00	0.00	0.00	3,600.00	0%	3,600.00	0.00	248.55	3,351.45	7%
			1,322,707.00	128,493.05	720,780.00	601,927.00	54%	1,308,012.00	88,660.75	666,671.40	641,340.60	51%
	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	119,085.00	13,815.36	70,863.07	48,221.93	60%	118,136.00	9,160.32	65,504.80	52,631.20	55%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	20,960.20	38,606.50	11,393.50	77%	50,000.00	7,973.47	11,617.33	38,382.67	23%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	231,131.00	27,701.60	137,968.19	93,162.81	60%	220,711.00	18,079.21	119,406.80	101,304.20	54%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPM	1,000.00	0.00	1,200.00	-200.00	120%	500.00	0.00	90.00	410.00	18%
	01-441-193-0000	PW ADMIN. - UNIFORMS	10,000.00	601.69	4,960.57	5,039.43	50%	14,000.00	403.89	5,066.14	8,933.86	36%
	01-441-201-0000	PW ADMIN. - POSTAGE	100.00	0.93	28.19	71.81	28%	100.00	1.46	50.61	49.39	51%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	8,000.00	597.34	4,560.60	3,439.40	57%	6,500.00	171.23	2,657.91	3,842.09	41%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	6,000.00	597.97	4,369.53	1,630.47	73%	6,000.00	508.42	3,596.93	2,403.07	60%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	1,000.00	40.00	65.00	935.00	7%	200.00	40.00	1,057.00	-857.00	529%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	349.37	903.41	296.59	75%
			427,516.00	64,315.09	262,621.65	164,894.35	61%	417,347.00	36,687.37	209,950.93	207,396.07	50%
	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	16,000.00	293.04	14,827.71	1,172.29	93%	15,000.00	933.48	6,009.48	8,990.52	40%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	15,104.66	45,473.30	34,526.70	57%	80,000.00	0.00	15,086.02	64,913.98	19%
	01-442-208-0000	RDWY/SWK - WINTER SAND	6,200.00	0.00	0.00	6,200.00	0%	6,200.00	0.00	0.00	6,200.00	0%
	01-442-213-0000	RDWY/SWK - PAVEMENT MARKING	3,500.00	0.00	15.96	3,484.04	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-442-250-0000	RDWY/SWK - COLD MIX	3,000.00	468.45	1,336.50	1,663.50	45%	2,800.00	0.00	851.85	1,948.15	30%
	01-442-251-0000	RDWY/SWK - HOT TOP	155,000.00	0.00	61,025.96	93,974.04	39%	125,000.00	0.00	115,786.25	9,213.75	93%
	01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	13,200.00	0.00	13,892.50	-692.50	105%	12,500.00	5,000.00	13,000.00	-500.00	104%
	01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,998.44	1.56	100%	6,000.00	0.00	5,855.62	144.38	98%

Town of Newmarket, New Hampshire
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For the Period Ended January 31, 2017

			Fiscal Year 2017					Fiscal Year 2016				
				Month to Date	Year to Date		Percent		Month to Date	Year to Date		Percent
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Transactions	Transactions	Balance Year	Collected	Budget	Transactions	Transactions	Balance Year	Collected
	01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	15,000.00	320.00	320.00	14,680.00	2%	15,000.00	0.00	0.00	15,000.00	0%
	01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	1,900.00	1,100.00	63%	3,000.00	0.00	950.00	2,050.00	32%
	01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	841.10	2,158.90	28%
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	341.67	1,025.01	1,044.99	50%	2,070.00	0.00	2,050.00	20.00	99%
	01-442-704-0000	RDWY/SWK - ENGINEERING	25,000.00	0.00	0.00	25,000.00	0%	25,000.00	1,556.95	3,763.98	21,236.02	15%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	0.00	0.00	0.00	0.00	0%	88,000.00	14,215.65	23,249.28	64,750.72	26%
Roadways & Sidewalks			330,970.00	16,527.82	145,815.38	185,154.62	44%	386,570.00	21,706.08	187,443.58	199,126.42	48%
	01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	4,033.49	-2,033.49	202%
	01-446-302-0000	STREET LIGHT - ELECTRICITY	47,000.00	3,478.09	25,603.97	21,396.03	54%	44,250.00	3,598.44	20,702.09	23,547.91	47%
Street Lights			49,000.00	3,478.09	25,603.97	23,396.03	52%	46,250.00	3,598.44	24,735.58	21,514.42	53%

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Fiscal Year 2017								Fiscal Year 2016				
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
	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	63,461.00	7,580.81	37,642.90	25,818.10	59%	61,382.00	4,981.60	35,080.59	26,301.41	57%
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	947.43	3,031.93	-31.93	101%	3,000.00	727.14	2,580.57	419.43	86%
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	86,247.00	2,027.00	40,530.21	45,716.79	47%	88,420.00	2,017.87	45,336.75	43,083.25	51%
	01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	1,033.18	3,850.31	6,149.69	39%	10,000.00	893.94	4,230.87	5,769.13	42%
	01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	12,000.00	0.00	6,085.55	5,914.45	51%	10,900.00	926.66	6,480.25	4,419.75	59%
	01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,300.00	0.00	573.89	726.11	44%	1,300.00	20.20	577.10	722.90	44%
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	13,500.00	0.00	5,755.01	7,744.99	43%	11,800.00	1,085.64	7,130.96	4,669.04	60%
	01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	25,000.00	0.00	12,002.96	12,997.04	48%	24,000.00	2,043.64	13,022.97	10,977.03	54%
	01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	23,000.00	4,902.68	9,375.19	13,624.81	41%	26,000.00	2,137.50	7,522.43	18,477.57	29%
	01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	4,100.00	941.17	1,391.11	2,708.89	34%	3,000.00	0.00	724.97	2,275.03	24%
	01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	39,000.00	4,478.72	12,055.63	26,944.37	31%	39,000.00	4,305.50	9,564.75	29,435.25	25%
	01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	4,000.00	0.00	2,626.93	1,373.07	66%	4,000.00	395.67	6,924.80	-2,924.80	173%
	01-448-304-0150	BLD/GRNDS-WATER/SEWER COMMUNITY	0.00	0.00	2,421.29	-2,421.29	0%	0.00	0.00	0.00	0.00	0%
	01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	525.00	0.00	282.21	242.79	54%	800.00	83.38	518.02	281.98	65%
	01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LA	1,950.00	0.00	1,028.52	921.48	53%	1,800.00	123.63	1,132.03	667.97	63%
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	14,000.00	2,297.85	13,342.93	657.07	95%	14,000.00	2,877.17	9,424.29	4,575.71	67%
	01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	13,000.00	1,127.35	9,720.48	3,279.52	75%	13,000.00	1,244.33	13,791.95	-791.95	106%
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,500.00	0.00	585.19	1,914.81	23%	2,400.00	0.00	1,124.28	1,275.72	47%
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	8,000.00	991.90	1,570.06	6,429.94	20%	8,000.00	33.77	4,963.41	3,036.59	62%
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	7,500.00	10.15	5,619.49	1,880.51	75%	7,500.00	933.62	12,883.22	-5,383.22	172%
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	0.00	6,438.01	5,561.99	54%	12,000.00	888.26	6,580.48	5,419.52	55%
	01-448-401-0152	BLD/GRNDS - COMM CENTR HEAT OIL	14,000.00	1,574.18	6,289.90	7,710.10	45%	14,000.00	1,129.27	3,726.66	10,273.34	27%
	01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICITY	7,000.00	0.00	1,748.06	5,251.94	25%	0.00	268.65	1,946.94	-1,946.94	0%
	01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	5,000.00	305.24	819.40	4,180.60	16%	0.00	0.00	440.29	-440.29	0%
	01-448-401-0155	BLD/GRNDS - SENIOR CTR MAINT.	0.00	0.00	175.50	-175.50	0%	0.00	0.00	0.00	0.00	0%
	01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	100.00	0.00	0.00	100.00	0%	100.00	0.00	850.00	-750.00	850%
	01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	0.00	115.74	184.26	39%	300.00	4.00	138.47	161.53	46%
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	0.00	1,817.66	1,182.34	61%	3,000.00	0.00	1,688.29	1,311.71	56%
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	250.00	0.00	36.66	213.34	15%	2,000.00	0.00	227.50	1,772.50	11%
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENA	11,500.00	27.08	10,864.46	635.54	94%	10,000.00	593.38	2,141.83	7,858.17	21%
	01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANC	2,500.00	0.00	1,102.08	1,397.92	44%	2,500.00	0.00	1,042.13	1,457.87	42%
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	1,891.00	21,643.84	10,356.16	68%	32,000.00	365.07	24,138.64	7,861.36	75%
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	60,000.00	0.00	40,000.00	20,000.00	67%	55,000.00	0.00	33,000.00	22,000.00	60%
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	2,500.00	0.00	0.00	2,500.00	0%	7,000.00	0.00	6,500.00	500.00	93%
Building & Grounds			482,233.00	30,135.74	260,543.10	221,689.90	54%	468,202.00	28,079.89	265,435.44	202,766.56	57%
	01-449-101-0000	CEM - FULL TIME SALARIES	19,053.00	2,253.61	11,676.89	7,376.11	61%	18,263.00	1,465.60	10,299.41	7,963.59	56%
	01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	0.00	5,658.95	5,391.05	51%	11,050.00	0.00	4,816.64	6,233.36	44%
	01-449-202-0000	CEM - GENERAL SUPPLIES	500.00	0.00	402.55	97.45	81%	1,000.00	0.00	138.16	861.84	14%
	01-449-302-0000	CEM - ELECTRICITY	250.00	0.00	0.00	250.00	0%	250.00	0.00	92.70	157.30	37%
	01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	0.00	800.00	0%	800.00	0.00	0.00	800.00	0%
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	0.00	5,000.00	0%
	01-449-800-0000	CEM - EQUIPMENT PURCHASE	600.00	0.00	0.00	600.00	0%	600.00	0.00	299.00	301.00	50%
Cemetery			37,253.00	2,253.61	17,738.39	19,514.61	48%	36,963.00	1,465.60	15,645.91	21,317.09	42%

Town of Newmarket, New Hampshire
Expense Report ^{a b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016					
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
Vehicle	01-452-202-0000	VEHICLE - GENERAL SUPPLIES	3,000.00	300.67	1,505.67	1,494.33	50%	5,000.00	475.94	2,395.44	2,604.56	48%
	01-452-209-0000	VEHICLE - GASOLINE	16,000.00	184.52	3,719.65	12,280.35	23%	16,000.00	622.43	2,726.78	13,273.22	17%
	01-452-210-0000	VEHICLE - DIESEL FUEL	38,000.00	1,823.40	12,053.50	25,946.50	32%	37,000.00	3,461.04	13,080.77	23,919.23	35%
	01-452-214-0000	VEHICLE - OIL	0.00	0.00	0.00	0.00	0%	1,500.00	1,436.10	1,436.10	63.90	96%
	01-452-402-0000	VEHICLE - EQUIP MAINT	60,000.00	5,661.09	30,683.54	29,316.46	51%	54,000.00	8,976.04	31,051.59	22,948.41	58%
	01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	48,000.00	6,542.23	33,365.17	14,634.83	70%	48,000.00	2,524.07	27,689.63	20,310.37	58%
	01-452-403-0406	VEHICLE - VEHICLE MAINT REC	2,000.00	0.00	265.07	1,734.93	13%	2,000.00	80.00	927.18	1,072.82	46%
	01-452-403-0438	VEHICLE - VEHICLE MAINT POLICE	15,000.00	638.18	6,912.05	8,087.95	46%	14,000.00	202.10	8,194.93	5,805.07	59%
	01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	20,000.00	65.00	8,144.42	11,855.58	41%	16,000.00	5,688.32	17,770.83	-1,770.83	111%
	01-452-404-0000	VEHICLE - RADIO MAINT	1,500.00	0.00	0.00	1,500.00	0%	1,200.00	0.00	0.00	1,200.00	0%
	01-452-800-0000	VEHICLE - EQUIP PURCHASE	3,000.00	0.00	1,350.00	1,650.00	45%	3,000.00	0.00	199.00	2,801.00	7%
			206,500.00	15,215.09	97,999.07	108,500.93	47%	197,700.00	23,466.04	105,472.25	92,227.75	53%
Fire & Rescue	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	84,779.00	10,084.04	50,034.99	34,744.01	59%	82,298.00	6,895.15	47,195.00	35,103.00	57%
	01-461-102-0000	FIRE/RES - OVERTIME	14,000.00	1,070.64	8,324.66	5,675.34	59%	14,000.00	876.98	11,027.39	2,972.61	79%
	01-461-103-0000	FIRE/RES - PART TIME SALARIES	134,808.00	12,987.88	81,003.41	53,804.59	60%	119,012.00	15,737.43	79,902.17	39,109.83	67%
	01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMEN'	18,000.00	120.00	3,190.79	14,809.21	18%	12,500.00	650.00	15,181.69	-2,681.69	121%
	01-461-193-0000	FIRE/RES - UNIFORMS	12,000.00	1,414.20	6,001.62	5,998.38	50%	10,000.00	860.29	6,858.26	3,141.74	69%
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	0.93	11.88	63.12	16%	75.00	2.91	76.51	-1.51	102%
	01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	844.32	3,956.79	2,543.21	61%	6,500.00	1,029.48	4,835.84	1,664.16	74%
	01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	13,500.00	986.22	7,845.22	5,654.78	58%	12,500.00	981.85	7,289.58	5,210.42	58%
	01-461-209-0000	FIRE/RES - GASOLINE	1,200.00	13.14	187.83	1,012.17	16%	1,200.00	38.35	377.90	822.10	31%
	01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	357.98	3,382.62	5,317.38	39%	8,700.00	480.96	4,244.83	4,455.17	49%
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	10,000.00	351.45	3,842.51	6,157.49	38%	16,000.00	764.52	3,563.82	12,436.18	22%
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	6,500.00	400.12	3,759.60	2,740.40	58%	6,000.00	255.15	2,292.01	3,707.99	38%
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,200.00	43.00	2,445.99	1,754.01	58%	4,200.00	43.00	4,587.90	-387.90	109%
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	0.00	900.00	0%	900.00	0.00	902.08	-2.08	100%
	01-461-402-0000	FIRE/RES - EQUIP MAINT	15,000.00	2,913.00	13,777.92	1,222.08	92%	12,500.00	3,212.68	12,036.20	463.80	96%
	01-461-518-0000	FIRE/RES - HAZMAT	2,400.00	0.00	2,006.00	394.00	84%	2,200.00	0.00	2,098.14	101.86	95%
01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	1,200.00	200.00	590.00	610.00	49%	600.00	200.00	290.00	310.00	48%	
	01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	1,796.00	7,484.00	17,516.00	30%	25,000.00	57.90	8,799.79	16,200.21	35%
		358,762.00	33,582.92	197,845.83	160,916.17	55%	334,185.00	32,086.65	211,559.11	122,625.89	63%	
Emergency Management	01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	750.00	0.00	100%	750.00	0.00	750.00	0.00	100%
	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	992.00	-542.00	220%
		1,950.00	0.00	750.00	1,200.00	38%	1,950.00	0.00	1,742.00	208.00	89%	

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
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Fiscal Year 2017							Fiscal Year 2016					
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
Grants	01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	1,315.00	685.00	66%
	01-480-813-0000	GRANTS - FESTIVAL SUPPORT	0.00	0.00	0.00	0.00	0%	15,500.00	0.00	4,280.00	11,220.00	28%
	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	2,000.00	0.00	2,000.00	0.00	100%	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	2,000.00	2,000.00	0.00	100%
	01-480-817-0000	GRANTS - C.O.A.S.T.	23,000.00	0.00	21,005.00	1,995.00	91%	23,000.00	0.00	0.00	23,000.00	0%
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	500.00	0.00	0.00	500.00	0%	2,100.00	0.00	475.00	1,625.00	23%
	01-480-819-0000	GRANTS - NWMKT HANDTUB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
			53,000.00	0.00	46,505.00	6,495.00	88%	69,300.00	2,000.00	30,770.00	38,530.00	44%
Social Service Grants	01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	2,000.00	2,000.00	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	10,403.00	0.00	10,403.00	0.00	100%	10,403.00	0.00	10,403.00	0.00	100%
	01-481-914-0000	SS GRANTS - AREA HOMEMAKERS	0.00	0.00	0.00	0.00	0%	0.00	0.00	5,000.00	-5,000.00	0%
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	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%	0.00	0.00	0.00	0.00	0%
	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	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,326.00	0.00	5,623.00	-297.00	106%	5,326.00	0.00	5,326.00	0.00	100%
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	1,000.00	0.00	100%
	01-481-927-0000	SS GRANTS - READY RIDES	1,500.00	0.00	1,500.00	0.00	100%	1,500.00	0.00	1,500.00	0.00	100%
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTE	500.00	0.00	0.00	500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
			43,029.00	2,000.00	29,126.00	13,903.00	68%	43,429.00	0.00	36,429.00	7,000.00	84%
Capital Reserve	01-490-900-0011	CAP RES - REVALUATION	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%
	01-490-900-0012	CAP RES - FIRE DEPARTMENT	50,000.00	0.00	50,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
	01-490-900-0013	CAP RES - ROADWAY IMPROVEMENTS	125,000.00	0.00	125,000.00	0.00	100%	125,000.00	0.00	125,000.00	0.00	100%
	01-490-900-0016	CAP RES - PUBLIC WORKS	80,000.00	0.00	80,000.00	0.00	100%	130,000.00	0.00	130,000.00	0.00	100%
	01-490-900-0017	CAP RES - POLICE VEHICLES	48,000.00	0.00	48,000.00	0.00	100%	46,500.00	0.00	46,500.00	0.00	100%
	01-490-900-0019	CAP RES - BUILDING IMPROVEMENT	50,000.00	0.00	50,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%
	01-490-900-0021	CAP RES - RECREATION FACILITIES	18,666.00	0.00	18,666.00	0.00	100%	0.00	0.00	0.00	0.00	0%
	01-490-900-0028	CAP RES - MASTER PLAN	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%
	01-490-900-0036	CAP RES - VETERANS MEMORIAL	2,000.00	0.00	2,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%
	01-490-900-0074	CAPITAL RESERVE POLICE DISPATCH EQUIP	29,449.00	0.00	29,449.00	0.00	100%	29,449.00	0.00	29,449.00	0.00	100%
	01-490-900-0079	CAP RES - MACALLEN DAM	75,000.00	0.00	75,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
	01-490-900-0085	CAP RES - STORM WATER MANAGEMENT	75,000.00	0.00	75,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
	01-490-900-0086	CAP RES - 300TH ANNIV.CELEBRATION EXP	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-490-900-0087	CAP RES - COMPENSATED ABSENCE EXP.TR	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	10,000.00	0.00	100%
			575,115.00	0.00	575,115.00	0.00	100%	512,949.00	0.00	512,949.00	0.00	100%
General Fund			6,880,668.00	500,435.18	4,220,723.84	2,659,944.16	61%	6,650,247.00	443,162.70	4,045,902.04	2,604,344.96	61%

Town of Newmarket, New Hampshire
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Fiscal Year 2017							Fiscal Year 2016					
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
	02-480-101-0000	LIBRARY - SALARIES	54,100.00	5,884.59	29,619.10	24,480.90	55%	54,100.00	3,923.06	28,049.88	26,050.12	52%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	108,013.00	13,772.84	63,388.40	44,624.60	59%	114,235.00	7,040.52	49,535.32	64,699.68	43%
	02-480-150-0000	LIBRARY - FICA	9,571.00	1,241.87	5,922.63	3,648.37	62%	10,712.00	703.34	4,976.05	5,735.95	46%
	02-480-151-0000	LIBRARY - MEDICARE	2,238.00	290.45	1,385.13	852.87	62%	2,506.00	164.47	1,163.66	1,342.34	46%
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	396.58	3,373.37	11,626.63	22%	15,000.00	481.91	3,458.70	11,541.30	23%
	02-480-156-0000	LIBRARY - RETIREMENT	6,043.00	657.30	3,297.81	2,745.19	55%	6,032.00	438.20	3,138.62	2,893.38	52%
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	750.00	0.00	552.24	197.76	74%	633.00	79.37	879.35	-246.35	139%
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	1,500.00	0.00	1,500.00	0.00	100%	2,352.00	0.00	2,352.00	0.00	100%
	02-480-161-0000	LIBRARY - UNEMPLOYMENT	2,495.00	0.00	918.76	1,576.24	37%	2,816.00	1,207.65	1,207.65	1,608.35	43%
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	0.00	540.00	1,460.00	27%	2,000.00	70.00	555.00	1,445.00	28%
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	404.99	3,018.29	1,981.71	60%	5,000.00	500.81	2,806.82	2,193.18	56%
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	104.88	873.93	926.07	49%	1,800.00	129.55	805.07	994.93	45%
	02-480-302-0000	LIBRARY - ELECTRICITY	12,000.00	735.81	5,500.97	6,499.03	46%	10,000.00	30.00	5,350.24	4,649.76	54%
	02-480-303-0000	LIBRARY - HEAT & OIL	12,000.00	1,332.65	1,865.53	10,134.47	16%	13,800.00	1,473.24	2,830.67	10,969.33	21%
	02-480-304-0000	LIBRARY - WATER	700.00	0.00	376.34	323.66	54%	700.00	30.46	340.60	359.40	49%
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	39,394.00	4,099.76	25,544.39	13,849.61	65%	38,247.00	2,525.18	21,393.12	16,853.88	56%
	02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,500.00	0.00	9,541.00	-41.00	100%	9,500.00	520.37	9,423.36	76.64	99%
	02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	804.55	1,244.97	755.03	62%	2,000.00	189.80	2,105.99	-105.99	105%
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	23,000.00	1,613.51	102,097.53	-79,097.53	444%	15,000.00	900.00	31,644.85	-16,644.85	211%
	02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEA	600.00	43.00	262.22	337.78	44%	600.00	43.00	172.00	428.00	29%
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	5,000.00	0.00	5,000.00	0.00	100%	5,000.00	0.00	5,000.00	0.00	100%
	02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	2,000.00	350.98	458.98	1,541.02	23%	2,000.00	559.51	603.17	1,396.83	30%
Library			314,704.00	31,733.76	266,281.59	48,422.41	85%	314,033.00	21,010.44	177,792.12	136,240.88	57%

Town of Newmarket, New Hampshire
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Fiscal Year 2017								Fiscal Year 2016				
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
	05-406-103-0000	RECREATION - PART TIME SALARIES	124,440.00	3,119.75	78,020.30	46,419.70	63%	100,440.00	1,424.50	71,970.31	28,469.69	72%
	05-406-111-0000	RECREATION - WORK STUDY	2,000.00	0.00	0.00	2,000.00	0%	0.00	0.00	0.00	0.00	0%
	05-406-150-0000	RECREATION - FICA	7,715.00	193.42	4,914.11	2,800.89	64%	6,227.00	88.34	4,140.09	2,086.91	66%
	05-406-151-0000	RECREATION - MEDI	1,804.00	45.24	1,149.39	654.61	64%	1,456.00	20.66	968.27	487.73	67%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPM	2,000.00	0.00	785.00	1,215.00	39%	1,400.00	146.25	271.10	1,128.90	19%
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	9.45	151.35	198.65	43%	350.00	0.00	208.11	141.89	59%
	05-406-201-0000	RECREATION - POSTAGE	1,000.00	2.78	48.17	951.83	5%	400.00	1.94	115.55	284.45	29%
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	352.44	863.19	786.81	52%	1,650.00	125.35	1,422.69	227.31	86%
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	8,830.00	0.00	2,482.41	6,347.59	28%	7,830.00	60.00	2,187.46	5,642.54	28%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	2,954.00	38.89	4,813.09	-1,859.09	163%	2,154.00	844.95	3,225.76	-1,071.76	150%
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	115.93	-115.93	0%	0.00	88.33	-88.33	0.00	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	76.47	2,573.81	2,426.19	51%	5,000.00	0.00	2,923.25	2,076.75	58%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	170.02	-20.02	113%	150.00	0.00	0.00	150.00	0%
	05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	0.00	800.00	0%	800.00	0.00	145.00	655.00	18%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE	2,000.00	0.00	1,384.62	615.38	69%	1,000.00	0.00	947.08	52.92	95%
	05-406-460-0000	RECREATION - BANK FEES	0.00	267.40	2,158.76	-2,158.76	0%	0.00	0.00	0.00	0.00	0%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	0.00	0.00	8,163.00	0%	8,163.00	4,603.54	4,707.52	3,455.48	58%
	05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	1,603.56	23,675.36	12,324.64	66%	36,000.00	2,506.49	29,887.28	6,112.72	83%
	05-406-702-0000	RECREATION - CONTRACTUAL SERVICES	5,000.00	3,659.40	3,659.40	1,340.60	73%	0.00	0.00	0.00	0.00	0%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	3,000.00	0.00	455.95	2,544.05	15%	2,000.00	0.00	0.00	2,000.00	0%
	05-406-902-0000	RECREATION - SUMMER CAMP	9,000.00	0.00	13,236.34	-4,236.34	147%	9,000.00	0.00	8,282.24	717.76	92%
	05-406-902-0037	RECREATION - TEEN CAMP	2,500.00	0.00	1,343.94	1,156.06	54%	2,500.00	0.00	1,112.03	1,387.97	44%
	05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	3,927.00	48.00	1,600.75	2,326.25	41%	3,000.00	69.74	1,527.73	1,472.27	51%
	05-406-905-0000	RECREATION - SPLASH PAD	5,000.00	0.00	0.00	5,000.00	0%	0.00	0.00	0.00	0.00	0%
	05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	1,183.53	7,581.91	2,568.09	75%	10,150.00	1,336.00	6,111.83	4,038.17	60%
Recreation			243,433.00	10,600.33	151,183.80	92,249.20	62%	199,670.00	11,316.09	140,241.63	59,428.37	70%
	07-450-103-0000	SW - PART TIME	11,156.00	1,332.69	6,895.88	4,260.12	62%	10,881.00	871.10	6,107.99	4,773.01	56%
	07-450-202-0000	SW - GENERAL SUPPLIES	15,000.00	30.00	12,636.34	2,363.66	84%	20,000.00	51.49	20,006.04	-6.04	100%
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0%	800.00	0.00	0.00	800.00	0%
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	50.00	950.00	250.00	79%	1,200.00	97.00	932.00	268.00	78%
	07-450-403-0000	SW - VEHICLE MAINTENANCE	6,500.00	0.00	0.00	6,500.00	0%	1,500.00	0.00	0.00	1,500.00	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	2,300.00	0.00	1,179.00	1,121.00	51%	1,000.00	0.00	704.00	296.00	70%
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	10,000.00	0.00	11,543.07	-1,543.07	115%	0.00	0.00	0.00	0.00	0%
	07-450-537-0000	SW - SPRING CLEAN-UP	0.00	0.00	0.00	0.00	0%	35,000.00	0.00	0.00	35,000.00	0%
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	0.00	0.00	2,100.00	0%	2,100.00	0.00	0.00	2,100.00	0%
	07-450-702-0048	SW - MSW CONTRACT	163,000.00	11,295.77	80,932.77	82,067.23	50%	142,000.00	15,601.18	81,041.36	60,958.64	57%
	07-450-702-0049	SW - RECYCLING CONTRACT	152,000.00	32,755.13	102,515.96	49,484.04	67%	152,000.00	15,532.34	76,605.26	75,394.74	50%
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	3,372.45	28,865.54	18,134.46	61%	47,000.00	4,057.94	28,370.62	18,629.38	60%
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	2,335.52	21,954.67	8,045.33	73%	30,000.00	2,958.60	12,076.59	17,923.41	40%
	07-450-800-0000	SW - EQUIPMENT PURCHASE	5,800.00	0.00	0.00	5,800.00	0%	0.00	0.00	0.00	0.00	0%
Solid Waste			447,356.00	51,171.56	267,473.23	179,882.77	60%	443,981.00	39,169.65	225,843.86	218,137.14	51%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016					
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
Water	20-451-101-0000	WATER - FULL TIME SALARIES	131,004.00	14,333.35	74,119.12	56,884.88	57%	121,009.00	9,092.93	64,839.59	56,169.41	54%
	20-451-102-0000	WATER - OVERTIME	10,000.00	685.18	5,464.40	4,535.60	55%	8,500.00	710.65	3,900.95	4,599.05	46%
	20-451-103-0000	WATER - PART TIME SALARIES	8,487.00	504.00	1,399.11	7,087.89	16%	0.00	663.00	5,215.05	-5,215.05	0%
	20-451-150-0000	WATER - FICA	8,150.00	877.39	4,621.89	3,528.11	57%	8,150.00	598.54	4,328.59	3,821.41	53%
	20-451-151-0000	WATER - MEDICARE	1,906.00	205.21	1,074.43	831.57	56%	1,906.00	139.98	1,010.01	895.99	53%
	20-451-155-0000	WATER - HEALTH INSURANCE	47,153.00	0.00	23,916.48	23,236.52	51%	31,783.00	3,388.61	22,490.83	9,292.17	71%
	20-451-156-0000	WATER - RETIREMENT	14,157.00	1,649.16	8,871.76	5,285.24	63%	14,157.00	1,074.11	7,671.31	6,485.69	54%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	0.00	707.02	834.98	46%	1,542.00	81.89	609.23	932.77	40%
	20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,939.00	0.00	100%	4,939.00	0.00	4,939.00	0.00	100%
	20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	0.00	810.35	1,390.65	37%	2,201.00	944.19	944.19	1,256.81	43%
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	2,000.00	0.00	85.64	1,914.36	4%	1,500.00	0.00	750.00	750.00	50%
	20-451-193-0000	WATER - UNIFORMS	2,500.00	380.55	1,233.84	1,266.16	49%	2,700.00	202.78	914.45	1,785.55	34%
	20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	1,012.50	0.50	100%	1,013.00	0.00	1,012.50	0.50	100%
	20-451-201-0000	WATER - POSTAGE	6,500.00	7.71	1,017.20	5,482.80	16%	6,000.00	502.28	3,607.24	2,392.76	60%
	20-451-202-0000	WATER - GENERAL SUPPLIES	3,000.00	105.13	787.18	2,212.82	26%	3,000.00	901.95	2,141.54	858.46	71%
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	93.00	957.00	9%	1,050.00	105.00	340.00	710.00	32%
	20-451-202-0003	WATER - ADVERTISING	2,500.00	0.00	0.00	2,500.00	0%	1,600.00	0.00	0.00	1,600.00	0%
	20-451-209-0000	WATER - GASOLINE	3,700.00	245.25	1,426.94	2,273.06	39%	5,200.00	144.70	1,474.92	3,725.08	28%
	20-451-211-0000	WATER - LP GAS	20,000.00	1,494.94	3,842.10	16,157.90	19%	20,000.00	1,175.32	3,531.46	16,468.54	18%
	20-451-217-0000	WATER - CHEMICALS	18,000.00	2,246.07	11,256.56	6,743.44	63%	22,000.00	0.00	5,708.13	16,291.87	26%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	284.55	1,895.89	1,904.11	50%	3,800.00	285.05	1,800.23	1,999.77	47%
	20-451-302-0000	WATER - ELECTRICITY	53,000.00	25.70	24,969.85	28,030.15	47%	47,000.00	3,416.73	20,620.99	26,379.01	44%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	143.70	3,531.38	3,468.62	50%	7,000.00	277.23	4,791.21	2,208.79	68%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	0.00	609.22	4,390.78	12%	5,000.00	3,520.00	5,673.28	-673.28	113%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	50,000.00	2,991.53	25,276.15	24,723.85	51%	45,000.00	1,850.84	31,918.35	13,081.65	71%
	20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	5,179.00	0.00	5,179.00	0.00	100%	4,280.00	0.00	4,280.00	0.00	100%
	20-451-702-0000	WATER - CONTRACTED SERVICES	10,000.00	462.00	7,322.35	2,677.65	73%	15,000.00	2,359.00	5,459.10	9,540.90	36%
	20-451-703-0000	WATER - AUDIT	3,484.00	0.00	3,484.00	0.00	100%	3,484.00	0.00	3,484.00	0.00	100%
	20-451-704-0000	WATER - ENGINEERING	25,000.00	0.00	3,364.41	21,635.59	13%	22,500.00	0.00	0.00	22,500.00	0%
	20-451-900-0000	WATER - TRANSFER TO CAPITAL RESERVE	364,000.00	0.00	364,000.00	0.00	100%	364,000.00	0.00	364,000.00	0.00	100%
	20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	52,750.00	0.00	0.00	52,750.00	0%	107,449.00	0.00	54,698.54	52,750.46	51%
	20-451-951-0000	WATER - BONDS & NOTES INTEREST	39,798.00	0.00	0.00	39,798.00	0%	40,288.00	0.00	489.55	39,798.45	1%
	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			932,813.00	26,641.42	606,310.77	326,502.23	65%	947,051.00	31,434.78	652,644.24	294,406.76	69%

Town of Newmarket, New Hampshire
Expense Report ^{a,b}
For the Period Ended January 31, 2017

Fiscal Year 2017								Fiscal Year 2016				
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
Sewer	30-471-101-0000	WW - FULL TIME SALARIES	230,469.00	25,102.95	128,848.16	101,620.84	56%	209,313.00	13,236.31	95,166.00	114,147.00	45%
	30-471-102-0000	WASTEWATER - OVERTIME	19,000.00	1,737.19	8,563.40	10,436.60	45%	17,000.00	1,641.47	8,696.98	8,303.02	51%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	8,487.00	504.00	1,399.28	7,087.72	16%	0.00	663.00	5,215.25	-5,215.25	0%
	30-471-150-0000	WASTEWATER - FICA	14,204.00	1,542.28	8,099.02	6,104.98	57%	14,204.00	878.69	6,304.19	7,899.81	44%
	30-471-151-0000	WASTEWATER - MEDICARE	3,322.00	360.74	1,894.25	1,427.75	57%	3,322.00	205.49	1,474.21	1,847.79	44%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	71,120.00	0.00	41,426.72	29,693.28	58%	87,510.00	5,206.33	41,650.63	45,859.37	48%
	30-471-156-0000	WASTEWATER - RETIREMENT	24,674.00	2,937.67	15,657.74	9,016.26	63%	24,674.00	1,610.34	11,567.88	13,106.12	47%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	2,195.00	0.00	1,221.44	973.56	56%	2,195.00	129.08	1,017.86	1,177.14	46%
	30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	5,899.00	0.00	100%	5,899.00	0.00	5,899.00	0.00	100%
	30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURANCE	3,157.00	0.00	1,162.68	1,994.32	37%	3,157.00	1,353.88	1,353.88	1,803.12	43%
	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	5,000.00	579.00	2,732.39	2,267.61	55%	3,500.00	0.00	1,563.10	1,936.90	45%
	30-471-193-0000	WASTEWATER - UNIFORMS	3,700.00	820.66	2,984.42	715.58	81%	3,600.00	131.16	1,177.19	2,422.81	33%
	30-471-198-0000	SEWER - LONGEVITY	1,913.00	0.00	1,687.50	225.50	88%	1,913.00	0.00	1,687.50	225.50	88%
	30-471-201-0000	WASTEWATER - POSTAGE	6,500.00	7.71	1,753.36	4,746.64	27%	6,000.00	502.28	3,595.81	2,404.19	60%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	3,000.00	724.29	3,395.22	-395.22	113%	3,000.00	1,089.32	3,007.31	-7.31	100%
	30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	800.00	0.00	210.00	590.00	26%	800.00	255.00	701.00	99.00	88%
	30-471-202-0003	WASTEWATER - ADVERTISING	2,000.00	0.00	0.00	2,000.00	0%	1,500.00	0.00	311.14	1,188.86	21%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	83.25	739.95	4,260.05	15%	5,000.00	101.18	1,230.96	3,769.04	25%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	30,000.00	5,169.94	14,316.58	15,683.42	48%	20,000.00	569.22	9,124.85	10,875.15	46%
	30-471-217-0000	WASTEWATER - CHEMICALS	53,000.00	1,804.17	13,266.52	39,733.48	25%	40,000.00	900.00	12,542.90	27,457.10	31%
	30-471-301-0000	WASTEWATER - COMMUNICATION SERVICES	6,800.00	478.21	3,142.34	3,657.66	46%	6,800.00	473.83	4,017.31	2,782.69	59%
	30-471-302-0000	WASTEWATER - ELECTRICITY	144,000.00	6,434.58	44,619.21	99,380.79	31%	84,000.00	8,048.94	41,787.46	42,212.54	50%
	30-471-303-0000	WASTEWATER - HEAT & OIL	35,000.00	3,364.32	3,364.32	31,635.68	10%	30,000.00	0.00	4,950.00	25,050.00	17%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	25,000.00	3,041.29	11,162.20	13,837.80	45%	23,000.00	542.59	9,085.52	13,914.48	40%
	30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	482.51	2,125.54	2,874.46	43%	5,000.00	0.00	938.20	4,061.80	19%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	2,768.19	16,171.32	33,828.68	32%	50,000.00	802.46	19,581.76	30,418.24	39%
	30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSURANCE	10,575.00	0.00	10,575.00	0.00	100%	8,740.00	0.00	8,740.00	0.00	100%
	30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	55,000.00	627.50	10,691.81	44,308.19	19%	30,000.00	327.50	20,966.20	9,033.80	70%
	30-471-702-0000	WASTEWATER - CONTRACT SERVICES	13,000.00	1,710.00	4,502.50	8,497.50	35%	17,500.00	750.00	9,092.87	8,407.13	52%
	30-471-703-0000	WASTEWATER - AUDIT	3,425.00	0.00	3,425.00	0.00	100%	3,425.00	0.00	3,425.00	0.00	100%
	30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	0.00	15,076.31	14,923.69	50%	30,000.00	0.00	2,629.88	27,370.12	9%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	0.00	0.00	0.00	0.00	0%	60,000.00	0.00	0.00	60,000.00	0%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RESERVE	174,200.00	0.00	174,200.00	0.00	100%	164,200.00	0.00	164,200.00	0.00	100%
	30-471-950-0000	WW - BONDS & NOTES PRINCIPLE	102,540.00	0.00	102,540.00	-0.00	100%	102,540.00	0.00	102,540.00	-0.00	100%
	30-471-951-0000	WW - BONDS & NOTES INTEREST	29,238.00	0.00	29,236.91	1.09	100%	32,895.00	0.00	32,893.99	1.01	100%
Sewer			1,177,968.00	60,280.45	686,090.15	491,877.85	58%	1,101,437.00	39,418.07	638,135.89	463,301.11	58%
Total Operating Budget			9,996,942.00	680,862.70	6,198,063.38	3,798,878.62	62%	9,656,419.00	585,511.73	5,880,559.78	3,775,859.22	61%

Town of Newmarket, New Hampshire
Revenue Report ^{a b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016					
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
Traxes (Real estate), land use, PILOT, interest on taxes)			18,717,368.00	13,592.04	18,499,591.36	217,776.64	99%	17,915,011.00	4,594.14	17,937,341.91	-22,330.91	100%
Licenses, permit and fees			1,556,300.00	145,912.85	1,060,567.20	495,732.80	68%	1,556,300.00	116,323.16	953,836.08	602,463.92	61%
From State			659,414.00	0.00	625,030.57	34,383.43	95%	657,223.00	34,615.68	603,072.39	54,150.61	92%
Charges for Services			153,348.00	50,301.17	91,771.62	61,576.38	60%	139,850.00	39,131.87	100,964.36	38,885.64	72%
Misc. Rev. Includes Int. Rev.			69,601.00	1,649.98	103,902.27	-34,301.27	149%	9,601.00	1,414.35	54,135.77	-44,534.77	564%
Fund Balance			500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%
Recreation			243,433.00	6,730.10	90,050.76	153,382.24	37%	199,670.00	10,321.04	70,627.61	129,042.39	35%
Solid Waste			230,000.00	16,398.83	156,703.07	73,296.93	68%	244,450.00	14,150.55	143,156.24	101,293.76	59%
Water			932,813.00	11,037.99	499,649.01	433,163.99	54%	947,051.00	21,366.39	586,434.70	360,616.30	62%
Sewer			1,159,007.00	4,369.61	806,616.12	352,390.88	70%	1,080,753.00	24,126.44	916,922.93	163,830.07	85%
Total Revenues			24,221,284.00	249,992.57	22,433,881.98	1,787,402.02	93%	23,324,909.00	266,043.62	21,941,491.99	1,383,417.01	94%

Town of Newmarket, New Hampshire
Revenue Report ^{a b}
For the Period Ended January 31, 2017

Fiscal Year 2017							Fiscal Year 2016					
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	18,605,938.00	0.00	18,458,884.00	147,054.00	99%	17,858,168.00	0.00	17,877,132.68	-18,964.68	100%
	01-310-000-1003	LAND USE CHANGE TAX	3,755.00	0.00	16,057.50	-12,302.50	428%	3,755.00	12.50	8,317.50	-4,562.50	222%
	01-310-000-1004	YIELD TAXES	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-310-000-1005	PAYMENTS IN LIEU OF TAXES	19,175.00	0.00	3,690.66	15,484.34	19%	23,601.00	0.00	24,246.59	-645.59	103%
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROP	27,000.00	3,512.12	11,592.84	15,407.16	43%	27,000.00	1,838.42	10,791.62	16,208.38	40%
	01-310-000-1007	REDEMPTION INTEREST	60,000.00	10,079.92	28,867.22	31,132.78	48%	79,000.00	2,650.01	16,741.81	62,258.19	21%
	01-310-000-1010	OVERLAY	0.00	0.00	-24,574.00	24,574.00	0%	-78,013.00	0.00	0.00	-78,013.00	0%
	01-310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	0.00	5,055.14	-5,055.14	0%	0.00	93.21	93.21	-93.21	0%
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	0.00	18.00	-18.00	0%	0.00	0.00	18.50	-18.50	0%
Traxes (Real estate), land use, PILOT, interest on taxes)			18,717,368.00	13,592.04	18,499,591.36	217,776.64	99%	17,915,011.00	4,594.14	17,937,341.91	-22,330.91	100%
	01-330-000-1013	MV MAIL-IN FEES	0.00	662.00	4,200.00	-4,200.00	0%	0.00	504.00	4,091.00	-4,091.00	0%
	01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEE	1,258,000.00	135,341.00	860,366.40	397,633.60	68%	1,258,000.00	106,410.00	795,028.31	462,971.69	63%
	01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,499.00	17,544.00	8,456.00	67%	26,000.00	2,026.85	17,197.85	8,802.15	66%
	01-330-000-1016	BOAT REGISTRATIONS	3,000.00	334.68	973.52	2,026.48	32%	3,000.00	410.60	1,729.44	1,270.56	58%
	01-330-000-1017	MV TITLE FEES	3,000.00	264.00	2,434.00	566.00	81%	3,000.00	260.00	2,324.00	676.00	77%
	01-330-000-1018	DOG LICENSES	0.00	357.50	1,955.00	-1,955.00	0%	0.00	227.50	2,187.50	-2,187.50	0%
	01-330-000-1019	VITAL STATISTICS	0.00	398.00	3,447.00	-3,447.00	0%	0.00	435.00	3,431.00	-3,431.00	0%
	01-330-000-1020	UCC'S	0.00	0.00	270.00	-270.00	0%	0.00	0.00	90.00	-90.00	0%
	01-330-000-1022	POLICE - DOG ORDINANCE FINES	0.00	0.00	250.00	-250.00	0%	0.00	25.00	130.00	-130.00	0%
	01-330-000-1023	Finger Prints Receipts	0.00	0.00	30.00	-30.00	0%	0.00	0.00	0.00	0.00	0%
	01-330-000-1024	BUILDING PERMITS	66,000.00	5,913.00	57,464.00	8,536.00	87%	66,000.00	5,935.00	36,446.00	29,554.00	55%
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	50,300.00	143.67	608.52	49,691.48	1%	50,300.00	89.21	1,087.58	49,212.42	2%
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	0.00	111,024.76	38,975.24	74%	150,000.00	0.00	90,093.40	59,906.60	60%
Licenses, permit and fees			1,556,300.00	145,912.85	1,060,567.20	495,732.80	68%	1,556,300.00	116,323.16	953,836.08	602,463.92	61%
	01-320-000-1012	HIGHWAY BLOCK GRANT	173,078.00	0.00	106,511.02	66,566.98	62%	173,078.00	34,615.68	138,462.74	34,615.26	80%
	01-320-000-1014	MISC. GRANTS	25,137.00	0.00	28,443.00	-3,306.00	113%	23,414.00	0.00	0.00	23,414.00	0%
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	442,238.00	0.00	474,176.06	-31,938.06	107%	439,966.00	0.00	439,965.89	0.11	100%
	01-320-000-1042	RAILROAD TAX	0.00	0.00	1,393.49	-1,393.49	0%	655.00	0.00	654.76	0.24	100%
30-320-000-1073		WASTEWATER - STATE REVENUE	18,961.00	0.00	14,507.00	4,454.00	77%	20,110.00	0.00	23,989.00	-3,879.00	119%
From State			659,414.00	0.00	625,030.57	34,383.43	95%	657,223.00	34,615.68	603,072.39	54,150.61	92%
	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	371.00	4,284.00	-2,284.00	214%	2,000.00	0.00	5,742.00	-3,742.00	287%
	01-340-000-1028	POLICE REPORT FEES	1,200.00	180.00	828.00	372.00	69%	1,200.00	205.00	1,086.50	113.50	91%
	01-340-000-1031	AMBULANCE RECEIPTS	138,598.00	48,485.93	76,716.92	61,881.08	55%	125,000.00	36,593.27	85,932.82	39,067.18	69%
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	100.00	830.00	4,170.00	17%	5,000.00	125.00	630.00	4,370.00	13%
	01-340-000-1036	COURT RECEIPTS	1,500.00	239.24	642.70	857.30	43%	1,500.00	93.60	1,653.04	-153.04	110%
	01-340-000-1043	PARKING TICKETS	0.00	925.00	6,670.00	-6,670.00	0%	0.00	1,790.00	4,825.00	-4,825.00	0%
	01-340-000-1045	PARKING PERMITS	5,000.00	0.00	1,800.00	3,200.00	36%	5,100.00	325.00	1,095.00	4,005.00	21%
Charges for Services			153,348.00	50,301.17	91,771.62	61,576.38	60%	139,850.00	39,131.87	100,964.36	38,885.64	72%

Town of Newmarket, New Hampshire
Revenue Report ^{a,b}
For the Period Ended January 31, 2017

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2017					Fiscal Year 2016				
			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
	01-340-000-1037	COPIER REVENUE	0.00	20.00	32.00	-32.00	0%	0.00	0.00	70.50	-70.50	0%
	01-340-000-1038	MISC. RECEIPTS	0.00	0.00	36,202.10	-36,202.10	0%	0.00	0.00	42,945.83	-42,945.83	0%
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	232.00	232.00	-232.00	0%
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	0.00	150.00	-150.00	0%	0.00	0.00	2,885.00	-2,885.00	0%
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	0.00	0.00	0.00	0%	0.00	576.00	3,361.00	-3,361.00	0%
	01-345-000-1044	HOUSING AUTHORITY	0.00	18.45	18.45	-18.45	0%	0.00	0.00	9.97	-9.97	0%
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	0.00	0.00	55,941.13	-55,941.13	0%	0.00	0.00	0.00	0.00	0%
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	275.00	1,925.33	1,674.67	53%	3,600.00	275.00	1,925.00	1,675.00	53%
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	1,335.48	6,876.39	-876.39	115%	6,000.00	223.31	2,628.56	3,371.44	44%
	01-350-001-1105	TC/TC OVER AND UNDER	0.00	1.05	36.15	-36.15	0%	0.00	108.04	76.91	-76.91	0%
	01-360-000-0000	GF - MISCELLANEOUS REVENUE	60,001.00	0.00	2,720.72	57,280.28	5%	1.00	0.00	1.00	0.00	100%
Misc. Rev. includes Int. Rev.			69,601.00	1,649.98	103,902.27	-34,301.27	149%	9,601.00	1,414.35	54,135.77	-44,534.77	564%
	01-360-000-1054	FUND BALANCE USED	500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%
Fund Balance			500,000.00	0.00	500,000.00	0.00	100%	575,000.00	0.00	575,000.00	0.00	100%
	05-340-000-1058	RECREATION - REVENUE	243,433.00	6,559.36	85,339.01	158,093.99	35%	199,670.00	10,317.95	68,500.96	131,169.04	34%
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	2,460.15	-2,460.15	0%	0.00	0.00	1,274.70	-1,274.70	0%
	05-340-052-0000	REC-SUNRISE SUNSET REVENUE	0.00	146.00	2,087.00	-2,087.00	0%	0.00	0.00	0.00	0.00	0%
	05-350-000-1048	RECREATION - INTEREST	0.00	24.74	164.60	-164.60	0%	0.00	3.09	51.95	-51.95	0%
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	800.00	-800.00	0%
Recreation			243,433.00	6,730.10	90,050.76	153,382.24	37%	199,670.00	10,321.04	70,627.61	129,042.39	35%
	07-340-000-1067	SW - LANDFILL RECEIPTS	230,000.00	4,059.83	41,290.70	188,709.30	18%	244,450.00	-3,121.94	37,948.01	206,501.99	16%
	07-340-000-1068	SW - GARBAGE BAGS	0.00	12,143.05	101,498.15	-101,498.15	0%	0.00	11,377.50	97,850.90	-97,850.90	0%
	07-340-000-1069	SW - RECYCLING BINS	0.00	150.00	880.00	-880.00	0%	0.00	80.00	990.00	-990.00	0%
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	0.00	12,752.45	-12,752.45	0%	0.00	5,810.82	6,182.96	-6,182.96	0%
	07-350-000-1048	SW - INTEREST	0.00	45.95	233.65	-233.65	0%	0.00	4.17	93.77	-93.77	0%
	07-360-001-0000	SW - MISC. REVENUES	0.00	0.00	48.12	-48.12	0%	0.00	0.00	90.60	-90.60	0%
Solid Waste			230,000.00	16,398.83	156,703.07	73,296.93	68%	244,450.00	14,150.55	143,156.24	101,293.76	59%
	20-310-000-1001	WATER - TAX REVENUE	932,813.00	477.75	435,683.75	497,129.25	47%	947,051.00	12,408.99	530,442.02	416,608.98	56%
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DEL	0.00	112.17	1,355.82	-1,355.82	0%	0.00	302.86	1,958.96	-1,958.96	0%
	20-330-000-1071	WATER - ENTRANCE FEES	0.00	4,000.00	14,000.00	-14,000.00	0%	0.00	2,000.00	7,000.00	-7,000.00	0%
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	143.50	-143.50	0%	0.00	0.00	0.00	0.00	0%
	20-350-000-1047	WATER - RENT OF MUNICIPAL PROPERTY	0.00	6,370.93	46,371.92	-46,371.92	0%	0.00	6,629.51	45,387.08	-45,387.08	0%
	20-350-000-1048	WATER - INTEREST	0.00	77.14	522.02	-522.02	0%	0.00	25.03	336.64	-336.64	0%
	20-350-021-1073	WATER - DEDUCT METER	0.00	0.00	1,572.00	-1,572.00	0%	0.00	0.00	1,310.00	-1,310.00	0%
Water			932,813.00	11,037.99	499,649.01	433,163.99	54%	947,051.00	21,366.39	586,434.70	360,616.30	62%
	30-310-000-1001	WASTEWATER - TAX REVENUE	1,159,007.00	857.12	787,217.78	371,789.22	68%	1,080,753.00	21,496.06	899,579.36	181,173.64	83%

Town of Newmarket, New Hampshire
Revenue Report ^{a b}
For the Period Ended January 31, 2017

			Fiscal Year 2017					Fiscal Year 2016				
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
	30-310-000-1006	WASTEWATER - INTEREST ON DELINQUENT T	0.00	234.83	2,717.08	-2,717.08	0%	0.00	588.09	3,499.88	-3,499.88	0%
	30-330-000-1071	WASTEWATER - ENTRANCE FEES	0.00	3,000.00	15,000.00	-15,000.00	0%	0.00	2,000.00	10,000.00	-10,000.00	0%
	30-345-000-1038	WASTEWATER - MISC. GRANTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	3,213.00	-3,213.00	0%
	30-350-000-1048	WASTEWATER - INTEREST	0.00	277.66	1,681.26	-1,681.26	0%	0.00	42.29	630.69	-630.69	0%
Sewer			1,159,007.00	4,369.61	806,616.12	352,390.88	70%	1,080,753.00	24,126.44	916,922.93	163,830.07	85%
Total Revenues			24,221,284.00	249,992.57	22,433,881.98	1,787,402.02	93%	23,324,909.00	266,043.62	21,941,491.99	1,383,417.01	94%



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #-2016/2017-22
Relating to Town Hall Bollards

WHEREAS, There are safety concerns related to vehicles striking the auditorium windows at Town Hall, and

WHEREAS, decorative bollards are strong enough to prevent an accidental car strike on the Auditorium windows, and

WHEREAS, the cost proposals were as follows:

Vendor	Amount
J.R. Hoe and Sons	\$4,976.75
Reliance Foundry	\$10,853.00
Neenah Foundry	\$6,750.00 w/o shipping

WHEREAS, J.R. Hoe and Sons is the low-cost bidder, and

WHEREAS, the Building Improvements capital reserve fund has a balance of \$211,159 as of December 1, 2016.

NOW THEREFORE BE IT RESOLVED, that the Newmarket Town Council does hereby approve a transfer of \$4,976.75 from the Building Improvement Capital Reserve Fund for the purpose of purchasing decorative bollards for Town Hall.

First Reading: February 1, 2017

Second Reading: February 15, 2017

Approval:

Approved: _____
Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 23, 2017

TITLE: Town Hall Bollards – Resolution #2016/2017-22

PREPARED BY: Matthew Angell, Interim Finance Director

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend passage of this resolution. We have had vehicles back into the building and have done mainly cosmetic damage at this time.

BACKGROUND: The Town Administrator requested bollards be installed to stop or slow vehicles from accidentally crashing through the auditorium windows at Town Hall. Bollards must be decorative in the style of the building.

Three quotes were obtained for similar type bollards:

Vendor	Amount
J.R. Hoe and Sons	\$4,976.75
Reliance Foundry	\$10,853.00
Neenah Foundry	\$6,750.00 w/o shipping

DISCUSSION: J.R. Hoe and Sons are the low-cost bidder. They were also the vendor who spent the most time with us discussing mounting options. The DPW Department will install the bollards with a foundation sufficient to stop a slow moving car.

FISCAL IMPACT: We are requesting that the Building Improvements capital reserve fund, which has a balance of \$211,159 as of 12/1/2016.

RECOMMENDATION: I recommend.

DOCUMENTS ATTACHED: Three quotes with drawings describing the bollards.

STAFF REPORT

12/1/2016	Town of Newmarket				
	Capital Reserve Overview				
		Balance	FY 16/17	FY 16/17	Remaining
	Account #	7/1/2016	Additions	Resolutions	Balance
Public Works	01-490-900-0012	414,827	80,570	0	495,397
Fire	01-490-900-0016	253,177	50,343	0	303,521
Library	01-490-900-0017	129,972	136	0	130,108
Police Vehicles	01-490-900-0018	172,893	48,238	0	221,131
Dispatch/Police Equipment	01-490-900-0019	127,642	29,600	0	157,242
Building Improvements	01-490-900-0020	160,877	50,282	0	211,159
Municipal Trans.Fund	01-213-000-3110	174,827	53,456	0	228,283
Town Clock	01-490-900-0022	8,813	9	0	8,822
Recreation Facilities	01-490-900-0021	118,900	18,814	0	137,714
Community Recreation		84,577	88	0	84,665
Technology	01-490-900-0076	37,552	39	0	37,591
Dam Capital Reserve	01-490-900-0078	50,113	75,096	0	125,209
Cemeteries	01-490-900-0079	6,037	9	0	6,046
Veterans Memorial Trust	01-490-900-0080	23,775	2,026	0	25,801
Cable TV	01-490-900-0034	31,554	33	0	31,587
Sidewalk Development		0	0	0	0
Downtown TIF	09-500-825-0181	501,562	626	0	502,188
Revaluation	01-490-900-0011	13,285	10,020	0	23,305
Downtown Infrastructure		34	0	0	34
Health Trust		1,119	1	0	1,121
Storm Wtr Mgt	01-490-900-0085	37,548	75,129	0	112,677
300th Anniv.Celebration	01-490-900-0086	4,013	2,005	0	6,018
Compensated Absence	01-490-900-0087	39,653	41	0	39,694
Master Plan	01-490-900-0028	10,021	10,016	0	20,037
Roadway Improvement	01-490-900-0023	125,260	125,204	(185,505)	64,959
Total General Fund		2,528,032	631,785	(185,505)	2,974,312
Water Capital Reserve		823,076	365,125	39,464	1,227,664
Water Surplus		2	0	0	2
Sewer Capital Reserve		993,790	175,346	0	1,169,136
Total Capital Reserve		4,344,900	1,172,256	(146,041)	5,371,115



Date: 5/19/16
REVISED 10/13/16

Quote No.:

051916-1212

Company: New Market, NH
Attn: Rick

Fax/Email: rmalasky@newmarketnh.gov
Project Bel Air, MD

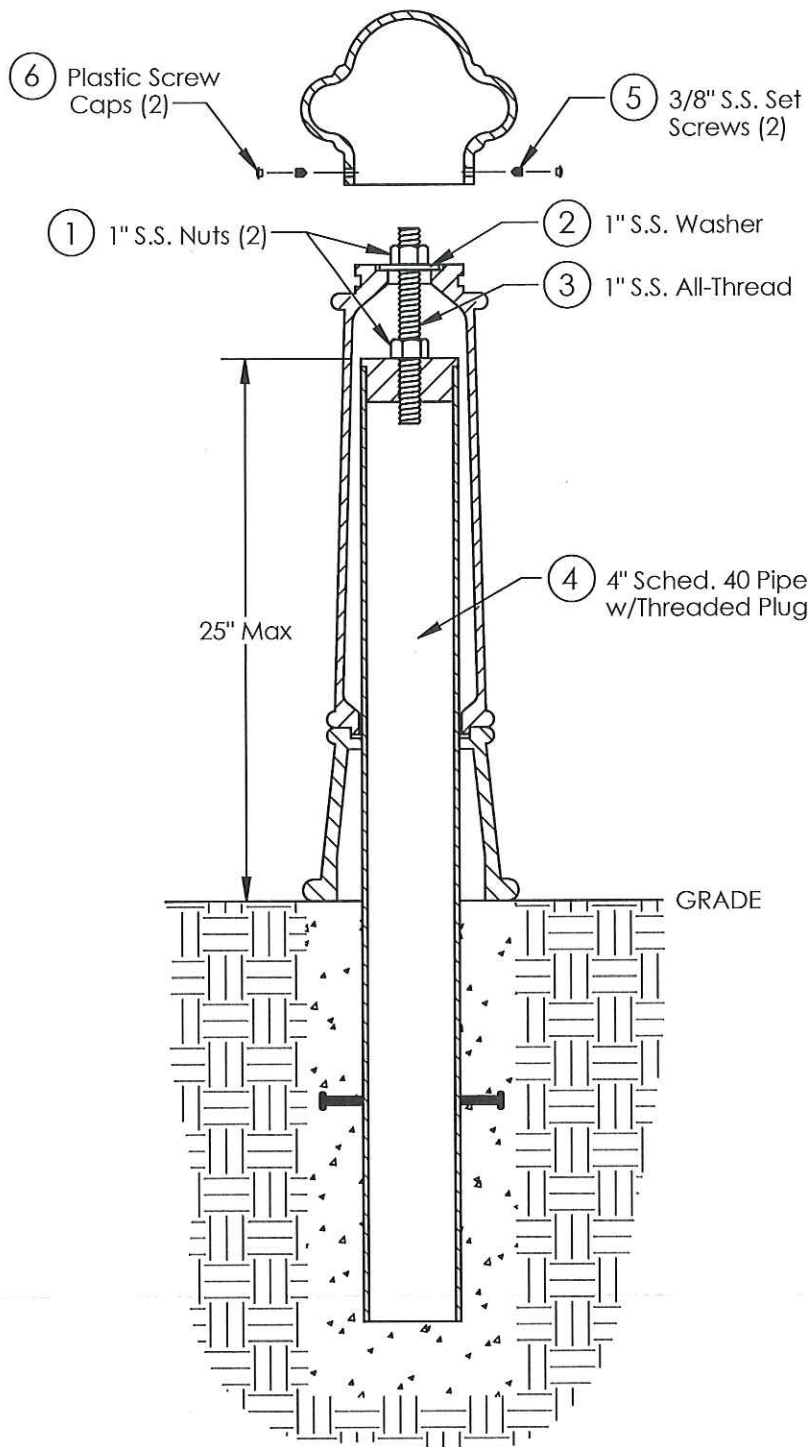
Qty	Unit	Description	Lead-time	Unit Cost	Amount
10	EA	150-QS Cast Iron Decorative Bollards	3-4 wks	\$398.00	\$3,980.00
		Stepped Base, Plain Center, Queen Top, 36" Tall X 10.5" OD Base			
		Powder Coating: Mid-Gloss Black			
		Material: ASTM A-48 CLASS 30 Cast Iron			
1	FT	Chain	3-4 wks	\$9.75	\$9.75
		5/16 Quick Link chain; Powder Coating: mid-gloss black			
1	EA	Eye bolt (for chain attachment)	3-4 wks	\$12.00	\$12.00
		3/8-16 x 1 S/Stl Shol Eye Bolt; Powder Coating: mid-gloss black			
		Mounting Options:			
10	Kits	Surface Mounting Kit - Includes 1" SS All-Thread, 1" SS Nut and Washer, Anchoring Adhesive	3-4 wks	\$12.00	\$120.00
10	Kits	Pipe Mounting Kit - Includes 4" Sched. 40 Steel Pipe w/ Threaded Plug, 1" SS All-Thread w/ Fixed Nut, 1" SS Nut and Washer	3-4 wks	\$70.00	\$700.00
10	Kits	Iron Base Mounting Kit - Includes Ductile Iron Mounting Base, 1" SS All-Thread w/ Fixed Nut, 1" SS Nut and Washer	3-4 wks	\$75.00	\$750.00
		Shipping Estimate			
1	EA	Delivery to 21014 (for 10 bollards + surface mounting kits)			\$225.00
		PRICING EXCLUDES ALL APPLICABLE TAXES			
		IF TAX EXEMPT, CERTIFICATE MUST BE PROVIDED			

QUOTE IS BASED ON ABOVE QUANTITIES; CUSTOMER IS RESPONSIBLE FOR VERIFYING AND ANY CHANGE WILL EFFECT PRICING.

Quoted By: **Marina Hoe**
phone: 502-326-1347 cell: 606-269-6685
mhoe@jrhoe.com

Q-Series - 6" Dia. Bollard - Pipe Mounting

Install steel security pipe according to engineering requirements, screw threaded rod into top of pipe, tighten 1" nut onto washer securing bollard in place, use set screws to secure Queen top.



Parts List

- 1 1" Stainless Steel Nuts (2)
- 2 1" Stainless Steel Washer
- 3 9"-Long ϕ 1" Stainless Steel All-Thread
- 4 4" Sched. 40 Steel Pipe with Threaded Plug
- 5 3/8" Stainless Steel Set Screws (2)
- 6 Plastic Screw Caps (2)

Note:

Footer detail is for reference only; proper footer construction depends on local soil conditions and engineering requirements.



101 Ironwood Road
Middlesboro, KY 40965
Ph: (606)248-5560
F: (606) 248-6308
www.jrhoe.com

RELIANCE FOUNDRY

SINCE 1925

Quality Castings Since 1925#207 - 6450 148th Street
Surrey, British Columbia, Canada V3S-7G7**Toll Free:** 1-888-735-5680
Phone: 604-592-4333
Fax: 604-590-8875**Email:** info@reliance-foundry.com
www.reliance-foundry.com**Quote Prepared For:**Angell
4 Young Lane
Newmarket NH 03857
United States

Date	Quote Expires	Quote Number
10/13/2016	11/12/2016	38673

Shipping Destination: Delivery: CommercialAngell
4 Young Lane
Newmarket NH 03857
United States
Mathew @603-659-3617 x1304

Prepared by	Phone	Email	Terms	Currency
Conner Done	604-592-4325	conner@reliance-foundry.com	TBA	U.S. Dollar
Customer Quote Reference	Lead Time Estimate	Transit Time Estimate	Incoterms 2010	Ship Via
	8-10 Weeks	7-10 Business Days	DDP Delivered Duty Paid	Prepaid

Quan	Item	Price	Tax Code	Amount
10	R-7533 Architectural Bollard, Flat Cap Style, Model No. R-7533 With or without chain eyes 50" high x 16" dia base - will fit over 8" OD pipe x 36" long Material: ASTM A536, Grade 65-45-12 Ductile Iron Powder Coated Textured Black Material: Ductile Iron ASTM A536 Grade 65-45-12 Country of Origin: China	\$977.00	Exempt	\$9,770.00
10	Mounting Kit: Standard, New Concrete Hardware for Standard Bollard Mounting Option Kit Suitable for infrequent removable applications using standard hand tools. Kit Includes: Anchor Casting Threaded Bar, Washer, Nut, Set Screws Installation Instructions Hardware cost is included in the Bollard price		Exempt	\$0.00
10	Bollard Bar, 1", Custom Length Threaded Round Bar, 1" UNC, Plated, Custom Length, 50"		Exempt	\$0.00
1	Cartage & Freight Cartage & freight charges for standard commercial delivery. (See terms attached)	\$1,083.00	Exempt	\$1,083.00



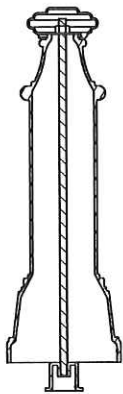
Credit Card Authorization Form

Total \$10,853.00**QUOTATION #38673**

1 of 2

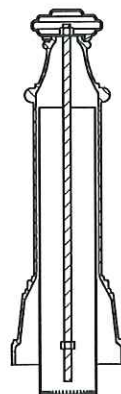
69 of 116

Bollard Post, Model R-7533



Fixed, Stand Alone

- o for new construction (see sheet 2 of 7)
- o for installation into existing concrete using concrete insert (see sheet 3 of 7)
- o for installation into existing concrete using concrete adhesive (see sheet 4 of 7)



Security Post Covers

- o to fit over new steel pipe bollard (see sheet 5 of 7)
- o to fit over existing steel pipe bollard using concrete insert (see sheet 6 of 7)
- o to fit over existing steel pipe bollard using concrete adhesive (see sheet 7 of 7)

5/16" Chain Accessories Installation Sample



Optional Chain Accessories Available



Bollard Chain Eyes
(Powder Coated)



Quick Link Connector
(Powder Coated)



Bollard Chain 5/16"
(Powder Coated)

General Description:

Highlight the traditional architecture of your business or community with the model R-7533 bollard. The size of this bollard makes it great for creating stand-alone perimeters or for giving security posts ornamentation. It features a detailed flat top casting and a machined, non-fluted base. An iron composition and powder-coated finish make the R-7533 a robust and durable bollard that can be installed on new or existing surfaces and security posts. For more information on bollard post installation, please visit: <http://www.reliance-foundry.com/bollard/installation-bollards>

Specifications:

Height: 49"

Base Diameter: 16"

Weight: 254 lbs (Bollard Only)

Material: Ductile Iron
Max. Interior Security Post Size:
Diameter: 8"
Height: 36"

Finish Options:

- ✓ Polyester Powdercoated
- See Reliance Foundry's standard color options at <http://www.reliance-foundry.com/bollard/colors-bollards>

Mount Options:

- o Fixed Mount, for new construction (see sheet 2 of 7)
- o Fixed Mount, for installation into existing concrete using concrete insert (see sheet 3 of 7)
- o Fixed Mount, for installation into existing concrete using concrete adhesive (see sheet 4 of 7)
- o Security Post Cover, to fit over new steel pipe bollard (shown at maximum height) (see sheet 5 of 7)
- o Security Post Cover, to fit over existing steel pipe bollard using concrete insert (see sheet 6 of 7)
- o Security Post Cover, to fit over existing steel pipe bollard using concrete adhesive (see sheet 7 of 7)

RELIANCE FOUNDRY
LTD.

Unit 207, 6450 - 148 Street, Surrey, BC V3S 7G7, Canada
1-888-735-5680 info@reliance-foundry.com
<http://www.reliance-foundry.com>

TITLE

Bollard Post, Model R-7533

SIZE
C

DWG NO
R-7533

REV
B

COPYRIGHT RESERVED THIS PLAN DRAWING AND DESIGN ARE, AND AT ALL TIMES REMAIN, THE EXCLUSIVE PROPERTY OF RELIANCE FOUNDRY CO. LTD.

NOT TO SCALE

SHEET 1 OF 7

Bollard Post, Model R-7533

General Description:

Highlight the traditional architecture of your business or community with the model R-7533 bollard. The size of this bollard makes it great for creating stand-alone perimeters or for giving security posts ornamentation. It features a detailed flat top casting and a machined, non-fluted base. An iron composition and powder-coated finish make the R-7533 a robust and durable bollard that can be installed on new or existing surfaces and security posts. For more information on bollard post installation, please visit: <http://www.reliance-foundry.com/bollard/installation-bollards>

Specifications:

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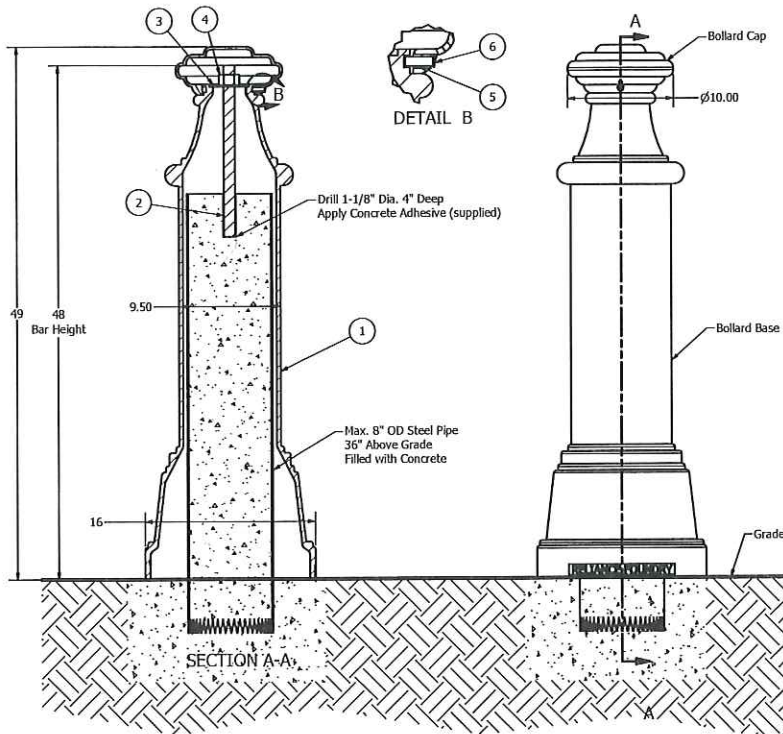
Material: Ductile Iron
Max. Interior Security Post Size:
Diameter: 8"
Height: 36"

Finish Options:

- ✓ Polyester Powdercoated
- See Reliance Foundry's standard color options at <http://www.reliance-foundry.com/bollard/colors-bollards>

Mount Options:

- Fixed Mount, for new construction (see sheet 2 of 7)
- Fixed Mount, for installation into existing concrete using concrete insert (see sheet 3 of 7)
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- Security Post Cover, to fit over new steel pipe bollard (shown at maximum height) (see sheet 5 of 7)
- Security Post Cover, to fit over existing steel pipe bollard using concrete insert (see sheet 6 of 7)
- ✓ Security Post Cover, to fit over existing steel pipe bollard using concrete adhesive (see sheet 7 of 7)



Security Post Cover, to fit over existing steel pipe bollard using concrete adhesive

Notes:

- Embedment details are for reference illustration only. Minimum foundation sizes depend on local soil conditions, weather conditions, and engineering requirements.
- Bollard post is provided as shown, with material detailed in legend below. Concrete, foundation and/or installation ordered separately or provided by others.
- This drawing is not drawn to scale. Dimensions provided herein is for reference only. Please consult Reliance Foundry sales professionals if any dimension is critical to your particular installation.
- Reliance Foundry reserves the right to amend design and specifications without prior notice for product improvement.

PARTS LIST				
ITEM	QTY	PART NUMBER	DESCRIPTION	MATERIAL
1	1	R-7533	Bollard Post	Ductile Iron
2	1	1" Dia. Rod	1" Dia. Rod Threaded Both Ends	Steel
3	1	1" Washer	Plain Washer	Steel
4	1	1" Nut	Hex Nut	Steel
5	3	3/8" Set Screw	Hexagon Socket Set Screw - Flat Point	Stainless Steel
6	3	Hole Plug	Plastic Hole Plug	Polyethylene
7	1	Concrete Adhesive	Concrete Adhesive	

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RELIANCE FOUNDRY
A C I LTD.

Unit 207, 6450 - 148 Street, Surrey, BC V3S 7G7, Canada
1-888-735-5680 info@reliance-foundry.com
<http://www.reliance-foundry.com>

Bollard Post, Model R-7533

SIZE C DWG NO R-7533 REV B

NOT TO SCALE SHEET 7 OF 7

QUOTATION

Q714387

**TOWN OF NEWMARKET
4 YOUNGS LANE
NEWMARKET NH 03857**

Attn: Matt

**NEENAH
FOUNDRY COMPANY**



1595 Central Ave
Stoughton MA 02072

lesa.girard@neenahenterprises.com
m

DATE: October 13, 2016

REFERENCE:
Town Hall

We are pleased to submit the following quotation in accordance with your request.

Quantity	Catalog No.	Description	Each Wt.	Price	Units
10 Sets	R-8403-43DB	Powder Coated Black unless specified a different color BOLLARD, type R, , GI BOLLARD CAP, type N, , GI TOTAL OF 10 Sets R-8403-43DB	75# 16#	\$497.00	/Set
10 Each		Standard Mounting Option A - No Additional Charge Mounting Option B - TOTAL OF 10 Each		\$82.00	ea
10 Each		Mounting Option C - TOTAL OF 10 Each		\$117.00	ea
10 Each		Mounting Option D - TOTAL OF 10 Each		\$178.00	ea
10 Each		Mounting Option E - TOTAL OF 10 Each		\$178.00	ea
See attached for Mounting Options					
DELIVERED COSTS					
TOTAL ESTIMATED WEIGHT: 910 lbs (Excluding Skids)					

Neenah Foundry Terms & Conditions apply and are available by fax or mail upon request. Castings furnished unpainted. Quantities are approximate, changes could alter unit prices. Estimated shipping & handling based on above quantities shipping in one complete shipment. Any order submitted pursuant to this quotation shall not result in a contract until it is accepted and acknowledged in writing by Neenah Foundry Company (SELLER).

Prices are valid on orders entered within 30 days from date of quotation, with shipment at earliest availability. All orders are subject to review of buyer's credit status. Standard terms for qualified customers are Net 30 Days. Prices do not include tax. If tax exempt, a valid tax exemption certificate is required at time of order or any applicable tax will be charged.

Page 1 of 1

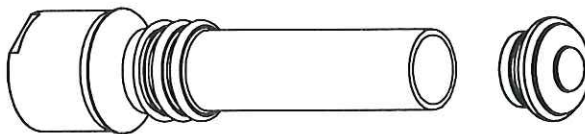
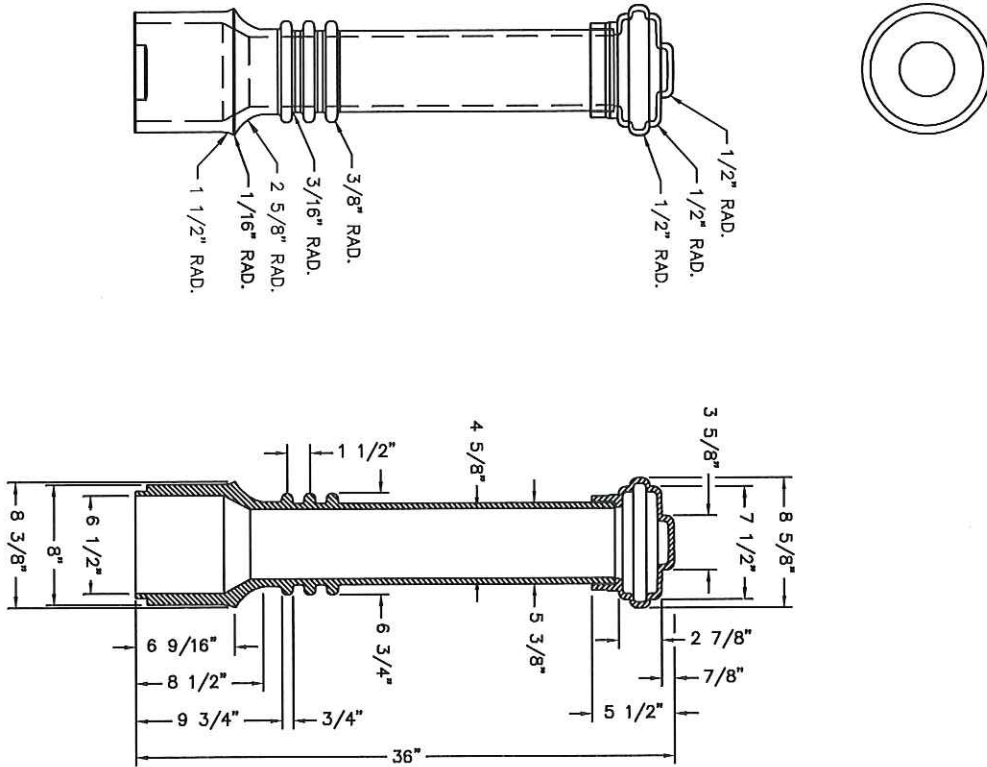
NEENAH FOUNDRY COMPANY

BY

Lesa Girard

Sales, Maine NH, VT

FOB DELIVERED



NOTE: THE CONTRACTOR IS RESPONSIBLE FOR THE FINAL CAP ASSEMBLY AFTER THE BOLLARD BODY IS PROPERLY MOUNTED IN PLACE.
 ASSEMBLY INSTRUCTIONS WILL BE PROVIDED WITH MOUNTING KIT.
 COMPONENT NUMBERS: BOLLARD BODY 8403-4302, FINAL CAP 8400-4004
 MATERIAL: CAST GRAY IRON ASTM A-48, CLASS 35B.
 FINISH: PAINT SHOULD BE SPECIFIED ON PURCHASE ORDER.
 WEIGHT: 98 LBS.

DR.	E. NIVER	SCALE	1/8"=1'	TITLE	R-8403-4302 BOLLARD
CH.					W/RING BODY FOR 4" PIPE INSTALLATION
APP.		DWG. CHK.			
DATE	06-14-2013				
www.neenahfoundry.com				NEENAH FOUNDRY NEENAH, WISCONSIN 54956	NF-8403 354 B
				PHONE: 1-800-558-5075	

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #- 2016/2017-23
Relating to a Withdrawal from the
Compensated Absences Expendable Trust Fund

WHEREAS, The Town of Newmarket created the Compensated Absences Expendable Trust Fund to pay for sick and vacation benefits upon a retirement or termination, and

WHEREAS, two employees retired with an earned sick and vacation benefit totaling \$42,830.75, and

WHEREAS, the Compensated Absence Expendable Fund has a balance of \$39,694 as of December 1, 2016.

NOW THEREFORE BE IT RESOLVED, that the Newmarket Town Council does authorize the withdrawal of \$39,693 from the Compensated Absences Expendable Trust Fund.

First Reading: *February 1, 2017*

Second Reading: *February 15, 2017*

Approval:

Approved: _____
 Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
 Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 23, 2017

TITLE: Withdrawal from the Compensated Absences Capital Reserve Fund – Resolution #2016/2017-23

PREPARED BY: Matthew Angell, Interim Finance Director

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I have reviewed the resolution and recommend its passage.

BACKGROUND: According to the Town's personnel policy, retiring employees are eligible for all of their vacation time and ½ of their sick time at retirement.

Town Meeting established the Compensated Absences Expendable Trust for the purpose of funding employee sick and vacation benefits while not impacting the departmental appropriations.

DISCUSSION: Two employees retired with payouts of \$11,311.33 and \$31,519.42, totaling \$42,830.75.

The Compensated Absences Expendable Trust has a balance of \$39,694 as of December 1, 2016.

FISCAL IMPACT: \$39,693 has been requested to be paid from the Compensated Absence Expendable Trust Fund. This will leave roughly \$1 in the fund, allowing it to receive funding in future years. The remainder will be borne by the respective departments on a percentage basis. Otherwise, if the requested resolution does not pass, the affected department must reduce services to cover this retirement.

RECOMMENDATION: I recommend the Town Council approve a withdrawal from the Compensated Absences Expendable Trust Fund.

DOCUMENTS ATTACHED: None

STAFF REPORT

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2016/2017-24

**Resolution Relating to the Purchase of Certain Easements for Access to and Use of Land
Owned by the Newmarket Community Church:**

WHEREAS, the Town of Newmarket Conservation Commission proposes that the Town purchase easements on 3.02 +/- acres of land with parking for eight (8) cars and access thereto to allow for the development and maintenance of a park in honor of Christian Schuppmayre on land owned by the Newmarket Community Church located at 10 North Main Street in Newmarket, NH, and

WHEREAS, the Conservation Commission and the Planning Board support this purchase of easements by the Town, subject to the existing State of New Hampshire original easement and other restrictions and notes referenced in the proposed deed to the Town of Newmarket, and

WHEREAS, the Town Council is amenable to purchasing these easements from Newmarket Community Church for the sum of Sixty Thousand and 00/100 Dollars (\$60,000.00),

NOW THEREFORE BE IT RESOLVED, that the Newmarket Town Council does hereby authorize the Town Administrator to sign a Purchase and Sale Agreement for the easements and to take such additional actions as may be necessary to facilitate the purchase of easements by the Town.

First Reading: February 1, 2017

Second Reading: February 15, 2017

Approval:

Approved: _____
Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

PURCHASE AND SALE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2016, between **NEWMARKET COMMUNITY CHURCH**, with an address of 137 Main Street, Newmarket, New Hampshire 03857 (hereinafter "SELLER"), and the **TOWN OF NEWMARKET**, a New Hampshire municipal corporation, with an address of 186 Main Street, Newmarket, New Hampshire 03857 (hereinafter "BUYER").

WITNESSETH: That the SELLER agrees to sell and convey and the BUYER agrees to buy two easements over certain real estate situate at 10 North Main Street, Newmarket, New Hampshire, conceptually shown on Exhibit A (the "Easements Areas"). The final location of the easements to be conveyed shall be mutually agreed upon and shown on a survey plan to be recorded at the Rockingham County Registry of Deeds. For source of title see the deed recorded in the Rockingham County Registry of Deeds at Book 1558, Page 394. See also Estate of Ross A. Tennant at Rockingham County Probate Court.

The SELLING PRICE is Sixty Thousand and 00/100 DOLLARS (\$60,000.00)

Deposit, receipt of which is hereby acknowledged in the form of a check is to be held in an escrow account by Donahue, Tucker & Ciandella, PLLC in the sum of Five Thousand DOLLARS (\$5,000.00)

The balance of the selling price shall be due and payable, by wire transfer, at closing.

DEED: Marketable Title shall be conveyed by a WARRANTY DEED, and shall be free and clear of all encumbrances except usual public utilities serving the property.

TRANSFER OF TITLE: On or before March 31, 2017, or as mutually extended by the parties, at the Newmarket Town Offices, or another mutually agreeable location, time being of the essence.

POSSESSION AND CONDITION OF EASEMENT AREAS: Free of all tenants, personal property, and encumbrances except as stated herein is to be given on or before the date of closing. The BUYER shall have the right to inspect the Easement Areas for compliance twenty-four (24) hours prior to closing.

BROKERS: Each party shall indemnify and hold harmless the other for any claims made by any broker claiming to represent that party in regard to this transaction. Each party represents that they have engaged no broker in this transaction other than as provided herein. While Valerie Shelton is involved in this transaction she is not acting in a broker capacity and, therefore, no commission is due. The aforesaid obligation to hold harmless and indemnify shall include all costs, expenses, reasonable attorney's fees, and any other settlement or payment of judgment.

TITLE: If BUYER desires an examination of title, it shall cause the same to be completed within sixty (60) days of the Effective Date of this agreement, and shall pay the cost thereof. If, upon examination of title, it is found that the title is not marketable, SELLER shall be informed of the defect or defects and shall be given sixty (60) days to cure such defect. If SELLER cannot cure such defect or defects within this time, at BUYER's sole option he may take title subject to the uncured defect or this Agreement may be rescinded at the option of the BUYER and deposit shall be refunded to the BUYER.

TAXES, ETC: Taxes shall not be prorated.

LIQUIDATED DAMAGES: If the BUYER shall default in the performance of its obligations under this Agreement, the amount of the deposit may, at the option of the SELLER, become the property of the SELLER as reasonable liquidated damages. SEE BELOW FOR INTERPLEADER PROVISIONS WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE A PART THEREOF.

INSPECTIONS: SELLER shall provide access to BUYER's inspectors for the inspections including, but not limited to, general site conditions. The BUYER shall perform, or have performed, all such inspections within thirty (30) days of the signing of this Agreement. Results of all inspections must be satisfactory to BUYER in his sole discretion. BUYER must, however, report any unsatisfactory results to SELLER within five (5) days of the completion of said inspections in order to terminate this Agreement for that reason.

PRIOR STATEMENTS: All representations, statements and agreements heretofore made between the parties hereto are merged in this Agreement, which alone fully and completely expresses their respective obligations, and this Agreement is entered into by each party after opportunity for investigation, neither party relying on any statements or representations not embodied in this Agreement, made by the other or on his/her/their behalf.

ESCROW INTERPLEADER: In the event of any dispute relative to the deposit monies held in escrow, the Escrow Agent may, in its sole discretion, pay said deposit monies into the Clerk of Court of proper jurisdiction in an Action of Interpleader, provide each party with notice thereof at the address recited herein, and thereupon the Escrow Agent shall be discharged from its obligation as recited therein, and each party to this Agreement shall thereafter hold the Escrow Agent harmless in such capacity. Both parties hereto agree that the Escrow Agent may deduct the cost of bringing such Interpleader Action from the deposit monies held in escrow prior to the forwarding of the same to the Clerk of such Court.

BINDING ON HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS: This Agreement shall be binding upon the heirs, executors, administrators and assigns of all parties.

RESIGNING OF FINAL AGREEMENT: Should this Agreement be altered by any party, such alterations shall be initialed and dated by all parties. Once agreement on all terms and conditions is reached all parties will sign a typewritten version.

ADDITIONAL PROVISIONS:

1. This Agreement is contingent upon Buyer's completion of a boundary survey plan, in a recordable form, showing the entirety of the Easement Areas to be conveyed.
2. The Agreement is contingent upon approval of this Agreement by Town Council.
3. Easement Area "A": 3.02+/- acres as shown on Exhibit A. This easement shall be for the exclusive use by the Town of Newmarket and is subject to an existing drainage easement held by the State of New Hampshire also shown on Exhibit A. Easement Area A shall be used by the Town of Newmarket Conservation Commission for the purpose of developing and maintaining a park in honor of Christian Schoppmeyer. The park will be open to the public for passive recreation and access to the Lamprey River for boating and fishing. The Conservation Commission will have the right to construct trails, boardwalks and bridges, erect fencing, install memorial benches, kayak storage racks, and kiosks and to conduct any other related activities on the easement area in keeping with the purpose and intent of the park. Dogs will be permitted in the Park subject to Town regulations. The Conservation Commission will develop a Management Plan to be agreed upon by the Trustees of the Newmarket Community Church. The management plan will include the obligation to mow the existing fields a minimum of 2 times per year. These terms shall be reflected in the deed.
4. Easement Area "B": Easement Area B shall include the right to construct and maintain a gravel parking area for exclusive use by the public for use of the park described above for a minimum of 6 vehicles and a maximum of 8 vehicles within the parking area noted on Exhibit A, an access path to Easement Area A and non-exclusive pedestrian and vehicular access rights from Rt. 108 to the parking area over the existing gravel drive. Seller shall retain the right to relocate the parking and access elsewhere on the property, at Seller's sole expense, should the Property be sold in the future or if Seller undertakes redevelopment activities which necessitates the need to relocate the eight parking spots. If such parking is relocated, there shall be a minimum of 8 parking spaces provided. Buyer shall be responsible for maintenance of the gravel driveway, parking and access path(s) to Easement Area "A" the cost of which shall be paid from the Conservation Commission park maintenance funds. These terms shall be reflected in the deed.

In the presence of:

SELLER: NEWMARKET COMMUNITY
CHURCH

Witness

By: _____
Its: _____

BUYER:
TOWN OF NEWMARKET

Witness

Steve Fournier, Town Administrator
Duly authorized

S:\NA-NE\NEWMARKET\NEWMARKET COMMUNITY CHURCH\2017 01 10 P&S CLEAN.DOCX

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2016/2017-25
Relating to Refurbishment of the Vaccon Truck

WHEREAS, the Vaccon truck is 12 years old and is in need of repair, and

WHEREAS, the cost to refurbish the current Vaccon is more cost effective than purchasing a new Vaccon,

Cost to refurbish Vaccon: \$151,605.23

Cost to purchase a new Vaccon: \$330,016.50

WHEREAS, the Water, Wastewater, and Public Works Departments have been putting money into their Capital Reserve account to purchase a new Vaccon

Monies set aside in capital reserves for a new Vaccon:

Water	\$95,342
Wastewater	\$95,342
Public Works	\$88,000

NOW, THEREFORE, LET IT BE RESOLVED, that the Newmarket Town Council does authorize \$50,535.08 from the Water, Wastewater, and Public Works Departments Capital Reserves to refurbish the 2004 Vaccon truck. The Town Council authorizes the Town Administrator to enter into an agreement with Sanitary Equipment Company to refurbish the 2004 Vaccon truck for \$151,605.23.

First Reading: *February 1, 2017*

Second Reading: *February 15, 2017*

Approval:

Approved: _____
 Gary, Chairman Newmarket Town Council

A True Copy Attest: _____
 Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: February 10, 2017

TITLE: Vaccon Truck Refurbishment – Resolution 2016/2017-25

PREPARED BY: Sean T. Greig Supt. Water/Sewer

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend approving this resolution. This is an important piece of equipment and this is the most cost effective way to fix it. *[Signature]*

BACKGROUND: The Vaccon truck that is used to clean sewers and catch basins, relieve sewer blockages, empty tanks at the wastewater facility, and aid in excavation on water breaks. The truck was purchased in 2004. The truck is aging and is in need of repair. It has failed switches, leaking valves and gaskets, air leaks, and the main front pump seal is leaking a large amount of hydraulic fluid. The Wastewater Department has begun its mandatory EPA Capacity Management Operation and Maintenance (CMOM) Program for the Town's collection system. The Vaccon truck is an important piece of the CMOM program.

DISCUSSION: Should the Town refurbish the current Vaccon for \$151,605.23 or replace it with a new one for \$330,016.50. Auto Excellence has evaluated the Vaccon and recommends that the Town refurbish the current Vaccon.

FISCAL IMPACT: The Water, Wastewater, and Public Works Departments have been putting money aside in their Capital Reserves every year to purchase a new Vaccon truck. The cost to refurbish the truck would be \$50,535.08 for each department.

Money Saved in the Capital Reserve Funds for a new Vaccon:

Water Department \$95,342

Wastewater Department \$95,342

Public Works \$88,000

RECOMMENDATION: Rick Malasky, Auto Excellence, and I recommend that the Town refurbish the Vaccon truck. I recommend that the funds for the refurbishment come out of the Water, Sewer, and Public Works Capital Reserve Funds.

ATTACH ALL PERTINENT DOCUMENTS TO SUPPORT THE REQUEST.

STAFF REPORT

SANITARY EQUIPMENT CO., INC.


www.sanitaryequipment.com
25 INDUSTRY DRIVE, WEST HAVEN, CT 06516 203-933-9599

January 17, 2017

Mr. Sean Greig
Town of New Market, NH
Superintendent - Water & Wastewater Department
186 Main Street
New Market, NH 03857

RE: Vac-Con Unit - Refurbishment

Good Morning Mr. Greig:

Sanitary Equipment Company Inc. is a second generation family run business, whose roots began in the Connecticut tri-state area. We have served both private and municipal entities for almost five decades, offering an array of product lines from major equipment manufacturers. While the foundation of our business was built on servicing waste haulers with collection equipment, we have since expanded both our geographical reach and available product offerings. With the opening of our second location in Stoughton, MA, Sanitary Equipment's team of trained mechanics, qualified field service technicians and expert sales staff are positioned to provide top level products and services to the Town of New Market, NH.

Sanitary Equipment Company Inc. has recently become the authorized factory dealer for Vac-Con and we look forward to assisting the Town in completing the rebuild of its current Vac-Con unit. The work will take place at Vac-Con's newly renovated facility in Green Cove Springs, FL, with all work being completed by factory technicians using factory OEM parts.

Please see the quote for the Gold Seal Refurbishment on the following pages. If there are any questions or concerns, please do not hesitate to contact me.

Sincerely,

L.T. Beale

Sales Representative
Sanitary Equipment Company Inc.

Sanitary Equipment Company Inc.

"Do It Right The First Time"

Quote

Date: January 17, 2017

25 Industry Drive / PO Box 26006
West Haven, CT. 06516
Phone 203-933-9599 Fax 203-933-4271
www.sanitaryequipment.com

L.T. Beale (66)
Phone 617-784-2066
lt.beale@sanitaryequipment.com
Ref #

Quote for:
Sean Greig
Town of New Market, NH

Subject:
Vac-Con Gold Seal Refurbishment

Line	QTY	DESCRIPTION	EA	AMOUNT
1.)	1.00	Vac-Con Gold Seal Refurbishment w/ freight included	\$151,605.23	\$151,605.23
2.)	1.00	Complete 3-stage Vacuum Blower assembly; incl. drive motor & coupler		Included
3.)	1.00	Complete water pump rebuild		Included
4.)	1.00	New water pump drive belts & water pump drive bearings		Included
5.)	1.00	Complete new style 9yd Debris Body, incl rear door, gaskets, ss filter screens and inlet assembly		Included
6.)				Included
7.)	1.00	Replace front drive line & central hydraulic system drive belts		Included
8.)	1.00	Replace rodder hose, hose reel bearings, swivel joint union & all water ball valves		Included
9.)				Included
10.)	1.00	Change complete hydraulic system oil and all filters		Included
11.)	1.00	Change auxillary engine oil and filters		Included
12.)	1.00	Replace all kanaflex 8" rubber hoses & clamps w/ new hose ends incl		Included
13.)	1.00	Replace complete Vac-Con unit wire harness w/ modular weather-tight connectors		Included
14.)				Included
15.)	1.00	Repair articulating hose reel & install new hydraulic outrigger leg assemb		Included
16.)	1.00	Replace high & low pressure relief valves in water system		Included
17.)	1.00	Replace telescoping boom seals		Included
18.)	1.00	Complete New Unit Accessory Package; 20' of 8" aluminum suction tubes w/ clamps, leader hose, tiger tail guide, (2) standard cleaning nozzles, skid pipe & hydrant wrench		Included
19.)				Included
20.)				Included
21.)	1.00	Misc. items to be included as needed, including deck repairs		Included
22.)	1.00	Complete Paint of Vac-Con unit w/ new decals & labels		Included
23.)	1.00	All items set to factory settings & service inspection completed		Included
24.)	1.00	New unit standard warranty of 6 months. Parts & Labor		Included
	QTY	** OPTIONS AVAILABLE **		
		Unless a QTY is entered on the left, the items below are an ADDITIONAL COST		
25.)				
26.)				
27.)				
28.)				
29.)				

SUBTOTAL w/ SELECTED OPTIONS \$ 151,605.23

QUOTE NOTES:

Please Note - Pricing does not include applicable taxes
Truck Chassis will be in "Road Worhty" condition
Estimated time: 4-6 weeks

Thank You for the Opportunity to Quote our Products and Services

TAX RATE	
SALES TAX	\$ -
12% FET TAX	\$ -
FREIGHT	\$ -
TOTAL	\$ 151,605.23

This proposal may be withdrawn by S.E.C.I if not accepted with a deposit > Thu -02/16/17

PAYMENT TERMS: Balance Due at Time of Delivery unless otherwise noted. Equipment and Materials remain the property of S.E.C.I. until paid in full.

Accepted By: _____ Company: _____ Date: _____

Thank you, for the opportunity to quote you on your service needs



VAC-CON

REFURBISHING PROGRAM

GOLD PACKAGE

Includes the Bronze and Silver plus:

- Rebuild Blower
- Complete Water Pump Rebuild
- Replace Water Pump Belts
- Replace Water Jet Hose
- Replace Blower Belts
- Replace Lower Drive Bearings
- Replace Front Driveline
- Complete Paint-Chassis and Cab

SILVER PACKAGE

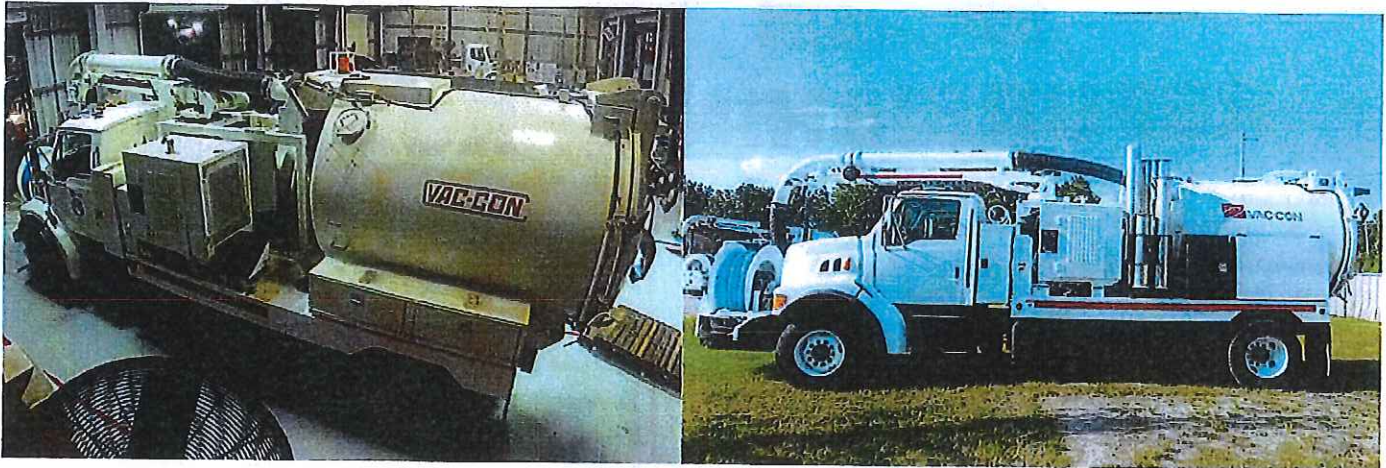
Includes the Bronze plus:

- Replace Hose Reel Bearings
- Replace Hose Reel Pivot Pin and Bushings
- Replace Rotary Union
- Replace Blower Bearings
- Replace Auxiliary Engine/Water Pump Drive Bearings
- Replace Boom Elbow
- Replace Layflat Hose
- Replace Fill Hose
- Replace Water Pump Suction Hoses
- Replace Blower Coupler
- Replace Water Pump Check Valves
- Replace Water Pump Drain Valves
- Replace Throttle Cables
- Rebuild High Pressure Relief Valve
- Replace Handgun Relief Valve

BRONZE PACKAGE

- Wash and Degrease Entire Unit
- Dot Inspection
- Vac-Con Service Inspection
- Replace In-Out Seals
- Replace Rear Door Seal
- Replace Vacuum Breaker Door Seals
- Replace Tele-Scopic Boom Seals
- Replace Reed Valve Rubbers
- Replace Rear Door Plate
- Replace All Kanaflex Suction Hose and Power Clamps
- Replace Mud Flaps
- Replace Hose Ends
- Replace Water Pump Suction Strainer and Gasket
- Replace Hydraulic Tank Suction Strainer
- Replace Hydraulic Oil
- Change All Vac-Con Oil Filters
- Change Auxiliary Engine Oil and Filters
- Lubricate Entire Unit
- Change Water Pump Oil
- Replace All Ball Valves
- Install Water Pump Packing
- Install Complete Decal Package
- Replace Hydrostatic Pump Belt
- Repack Rotary Union
- Change Oil in Splitshaft PTO
- Change Positive Displacement Blower Oil
- All Components Readjusted To Factory Specifications

VAC-CON **ONETOUCHSERVICE™** **MORE POWER TO KEEP YOU WORKING**



REFURBISHING PROGRAM

The Vac-Con One Touch Service Center offers many benefits, including expert technical assistance, individual component rebuilding and specialized training. One of the most exciting and important services is our refurbishing program. Offered for all makes and types of truck-mounted combination sewer cleaners, hydroexcavators, industrial vacuums, and jet rodders this comprehensive program brings your machine back to optimum performance, revitalized and ready for many more years of profitable operation. You can choose one of our pre-specified Bronze, Silver, or Gold level programs, or tailor a program to your specific needs. In today's competitive world, your capital has to go a long way; Vac-Con's refurbishing program can help.

Vac-Con employs highly-trained and certified technicians to perform all services, including Federal DOT inspections. Our component remanufacturing center has the ability to rebuild and test vacuum compressors, positive displacement blowers, high pressure water pumps and most major hydraulic components. An authorized repair center for Roots blowers, Myers & FMC water pumps, and Cummins auxiliary engines, you can count on Vac-Con to tell you, "If it's ready, it's right."

Call us today for a quotation.

904-284-4200 | www.vac-con.com/service | servicegroup@vac-con.com



Sanitary Equipment Co, Inc.
PO Box 26006
West Haven, CT 06516

Date 1/17/2017
Number 44901
Type of Quote Dual
PO

Quote

Retail Purchaser Town of New Market Ship To SANITARY EQUIPMENT

Comments

Price excludes any applicable F.E.T., sales taxes, tag, title or registration fees.

Option content is subject to engineering approval.

Model Number - V 390/850 L H A

Standard Equipment Includes:

Vacuum System (as specified by Model Number)
Vacuum Drive: Split Shaft PTO
3/16" Corten Steel Debris Tank - (size as specified by model number)
Full opening rear door
Hydraulic rear door locks, with door grabber with safety latch
5" Butterfly valve with 10' layflat hose
Debris tank Dumping: minimum 50 deg.; hydraulic scissors lift - power up/power down
Polyethylene water tank
Automatic Vacuum Breaker and overfill protection
8" vacuum intake hose
Boom travel tie down
4 Way hydraulic boom with 270 deg. Rotation and joystick controls
Front mounted 600' capacity (1" hose)/hydraulic hose reel
60 gpm/2000 psi water pump system
Water pump drive: Standard Aux Engine is WSG-1068 6.8 Litre, 10-Cylinder, Gas Engine 222HP @ 3200 rpm
400' high pressure jet rodder hose (1" or 3/4")
Manual hose rewind guide
Hose guide (Tiger Tail)
30" leader hose
20 gpm at 600 psi wash down hand gun with 25' of hose and nozzle
Sealed and locking tool box (es) (as indicated by model number)
1) each sanitary and penetrator nozzles
20.5' aluminum intake pipe(1-3', 1-5', 1-6', and 1-6.5' nozzle)
ICC lighting
DuPont Elite Polyurethane Paint
12 month standard warranty - see certificate for details

Note: PD Units Include Price for required Hydrostatic Drive Option.

5# Fire Extinguisher

Set Triangles

Main Information

Model	390/850
Blower	Hydrostatic Drive
Boom	10' Aluminum Telescoping Boom with Pendant Control Station
Hose Reel	Front Mounted, Articulating to Driver Side (Std Pivot)
Jet Rodder Hose	500' x 1" Jet Rodder Hose
Water System	60 gpm/3000 psi Pump
Auxiliary Engine	John Deere 6-Cylinder 185 HP at 2400 rpm 415 CID Tier 3 Flex (if available)
Water Pump	FMC

Other Items**Qty Description**

- 1 Debris Body "Power Flush" System, 8 jets
- 1 Centrifugal Compressor Fan Flush Out System
- 1 Debris Tank Inspection Hatch , 8" w/steps & handles
- 1 Winter Recirculating System for Rodder Hose
- 1 Winter Recirculating connection for low pressure circuit.
- 1 Air Purge System
- 1 2½" Water Drain Gate Valve Assembly (cannot choose both 2-1/2" gate valve and 1/4 turn ball valve, only choose one)
- 1 Variable Flow Valve (Valve Only) - nozzles required
- 1 Folding Pipe Rack (3), Tank Mtd, Curbside
- 1 Mirror Mounted LED Beacon/Strobe Light with Limb Guard - Whelen L21HAP LED Beacon with Whelen BGH Branch Guard
- 1 LED strobe with Limb Guard, Rear Debris Tank Mounted - Whelen L21HAP LED Beacon with Whelen BGH Branch Guard
- 1 LED 4 Strobes - (2) front bumper / (2) rear bumper - Whelen 50A03ZCR - Amber
- 1 50' Capacity Retractable Hand Gun Hose Reel
- 1 8" Adjustable Air Gap w/quick clamp
- 1 Auxiliary Engine Remote Oil Drain
- 1 Aluminum Storm Nozzle
- 1 1" Storm Nozzle Pipe Assembly (skid)
- 1 1" 60 gpm Penetrator Chisel - Standard, spare
- 1 1" 60 gpm Grenade Nozzle
- 1 Paint Module: DuPont Elite Coca Cola Red N0252EX
- 1 Standard Striping Package - White 692-5204-01
- 1 Centrifugal Compressor Quiet Silencer, Class 4, 304 Stainless Steel Construction, 14in x 40in with 8in discharge, available 8-1-12
- 1 FMC Water Pump Option: 30/3000, 60/2000, 65/3000, 80/2000, 80/2500

Truck Chassis Information

Pool Truck Chassis Model Freightliner 114SD 4x2 43000GVWR ISL370 3000RDS *Pool Trucks are subject to availability.*

Qty

Description

Customer Supplied Chassis

Make

Model

Engine Make and Model

Engine HP and RPM

Transmission Make and Model

CA/CT Measurement

Est Date of Arrival at Vac-Con

1/1/1900

Dealership Providing Chassis/Phone/Contact

Machine Total\$327,096.50

Delivery \$2,920.00

Total\$330,016.50

Offered by: L.T. Beale

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



**TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council**

Resolution 2016/2017-26

Resolution Relating to Transferring Funds

From the Downtown TIF Capital Reserve Fund

WHEREAS, the May 10, 2011 Town Meeting established the Downtown TIF Capital Reserve fund for the purpose of paying the Downtown TIF debt service, and

WHEREAS, the Town Council has been appointed as agent to expend from the Capital Reserve Fund for this purpose, and

WHEREAS, the Town must pay debt service interest of \$8,298.93 on July 15, 2017 and principal and interest totaling \$85,631.25 on January 15, 2018.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve a transfer of \$93,930.18 from the Downtown TIF Capital Reserve Fund to the General Fund for the purpose of paying the fiscal year 2018 Downtown TIF debt service.

Given at the Town Council Chambers, Newmarket, New Hampshire, this ____th day of _____
in the Year of our Lord, Two Thousand _____.

First Reading: *February 1, 2017*

Second Reading:

Approval:

Approved: _____
 Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
 Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 24, 2017

TITLE: Withdrawal from the Downtown TIF Capital Reserve Fund – Resolution #2016/2017-26

PREPARED BY: Matthew Angell, Interim Finance Director

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend the passage of this resolution.

BACKGROUND: At one point, the Downtown TIF had enough available funds to pay the entire outstanding bond related to the TIF. However, the bond does not allow for prepayment. Therefore, the May 10, 2011 Town Meeting established the Downtown TIF Capital Reserve Fund for the purpose of paying debt service related to the now closed Downtown TIF, making the Town Council agents to expend without further appropriation. Annually, the Town must request a withdrawal from the capital reserve fund to pay the related debt service.

Annually, we request authorization to withdraw funds prior to the actual debt service payment. We could ask for one sweeping authorization for present and future debt service payments, however, at some point during the next few years, the fund will have a surplus that will need to be dealt with. At this point, the capital reserve fund has a deficit of \$4,035 as compared to the total outstanding debt service. It is possible that the fund can cover the deficit with interest earnings. If not, then the final year's deficit will become part of the 2023 operating budget. Given today's interest rates (.25%), we can expect to earn roughly \$2,970 before extinguishing the fund, which will result in a potential deficit.

DISCUSSION: I am making this request early so that the next Finance Director and Town Council will not have to consider housekeeping for almost one year.

FISCAL IMPACT: The follow is the remaining debt service payment by fiscal year and an estimated balance of the capital reserve fund.

Debt Service			
Fiscal Year	Principal	Interest	Total Debt Service
2018	\$75,000	18,930	\$93,930
2019	75,000	15,031	90,031

Capital Reserve Funds	
Payment from	Balance (Estimated)
\$93,930	\$408,258
90,031	318,227

STAFF REPORT

Debt Service			
Fiscal Year	Principal	Interest	Total Debt Service
2020	75,000	9,758	84,758
2021	75,000	5,648	80,648
2022	75,000	3,181	78,181
2023	75,000	3,675	78,675
Total	\$450,000	\$56,223	\$506,223

Capital Reserve Funds	
Payment from	Balance (Estimated)
84,758	233,469
80,648	152,821
78,181	74,640
78,675	(4,035)

RECOMMENDATION: I recommend the Town Council approve a withdrawal from the Downtown TIF capital reserve fund for the purpose of paying FY 2018 debt service.

DOCUMENTS ATTACHED: Debt service schedule and capital reserve fund balance as of December 1, 2016.

2002 SERIES E NON GUARANTEED - AFTER 2010 SERIES A REFUNDING

20 YEAR DEBT SCHEDULE FOR

TOWN OF NEWMARKET - Total

DATE PREPARED: 03/07/13
 BONDS DATED: 01/15/03
 INTEREST START DATE: 206 days 12/19/02
 FIRST INTEREST PAYMENT: 07/15/03
 NET INTEREST COST: 4.5200%

DEBT YEAR	PERIOD ENDING	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	Less 2010A Refunding	INTEREST after refunding	TOTAL PAYMENT	FISCAL YEAR TOTAL PAYMENT
	07/15/03				\$88,422.84		\$88,422.84	\$88,422.84	
1	01/15/04	\$3,500,000.00	\$175,000.00	4.250%	77,262.50		77,262.50	252,262.50	\$340,885.14
	07/15/04				73,543.75		73,543.75	73,543.75	
2	01/15/05	3,325,000.00	175,000.00	4.250%	73,543.75		73,543.75	248,543.75	322,087.50
	07/15/05				69,825.00		69,825.00	69,825.00	
3	01/15/06	3,150,000.00	175,000.00	4.250%	69,825.00		69,825.00	244,825.00	314,650.00
	07/15/06		0.00		66,106.25		66,106.25	66,106.25	
4	01/15/07	2,975,000.00	175,000.00	4.250%	66,106.25		66,106.25	241,106.25	307,212.50
	07/15/07		0.00		62,387.50		62,387.50	62,387.50	
5	01/15/08	2,800,000.00	175,000.00	4.250%	62,387.50		62,387.50	237,387.50	299,775.00
	07/15/08		0.00		58,668.75		58,668.75	58,668.75	
6	01/15/09	2,625,000.00	175,000.00	4.250%	58,668.75		58,668.75	233,668.75	292,337.50
	07/15/09		0.00		54,950.00		54,950.00	54,950.00	
7	01/15/10	2,450,000.00	175,000.00	4.250%	54,950.00		54,950.00	229,950.00	284,900.00
	07/15/10		0.00		51,231.25		51,231.25	51,231.25	
8	01/15/11	2,275,000.00	175,000.00	4.250%	51,231.25		51,231.25	226,231.25	277,462.50
	07/15/11		0.00		47,512.50	(4,882.00)	42,630.50	42,630.50	
9	01/15/12	2,100,000.00	175,000.00	4.250%	47,512.50		47,512.50	222,512.50	265,143.00
	07/15/12		0.00		43,793.75	(4,882.00)	38,911.75	38,911.75	
10	01/15/13	1,925,000.00	175,000.00	4.250%	43,793.75		43,793.75	218,793.75	257,705.50
	07/15/13		0.00		40,075.00	(4,882.00)	35,193.00	35,193.00	
11	01/15/14	1,750,000.00	175,000.00	4.250%	40,075.00		40,075.00	215,075.00	250,268.00
	07/15/14		0.00		36,356.25	(5,424.00)	30,932.25	30,932.25	
12	01/15/15	1,575,000.00	175,000.00	4.300%	36,356.25		36,356.25	211,356.25	242,288.50
	07/15/15		0.00		32,593.75	(5,424.00)	27,169.75	27,169.75	
13	01/15/16	1,400,000.00	175,000.00	4.400%	32,593.75		32,593.75	207,593.75	234,783.50
	07/15/16		0.00		28,743.75	(5,424.00)	23,319.75	23,319.75	
14	01/15/17	1,225,000.00	175,000.00	4.500%	28,743.75		28,743.75	203,743.75	227,083.50
	07/15/17		0.00		24,806.25	(5,424.00)	19,382.25	19,382.25	
15	01/15/18	1,050,000.00	175,000.00	4.500%	24,806.25		24,806.25	199,806.25	219,188.50
	07/15/18		0.00		20,868.75	(6,644.00)	14,224.75	14,224.75	
16	01/15/19	875,000.00	175,000.00	4.800%	20,868.75		20,868.75	195,868.75	210,093.50
	07/15/19		0.00		16,843.75	(10,882.00)	5,961.75	5,961.75	
17	01/15/20	700,000.00	175,000.00	4.700%	16,843.75		16,843.75	191,843.75	197,805.50
	07/15/20		0.00		12,731.25	(11,042.00)	1,689.25	1,689.25	
18	01/15/21	525,000.00	175,000.00	4.800%	12,731.25	(1,200.00)	11,531.25	186,531.25	188,220.50
	07/15/21		0.00		8,531.25	(8,408.00)	123.25	123.25	
19	01/15/22	350,000.00	175,000.00	4.850%	8,531.25	(1,200.00)	7,331.25	182,331.25	182,454.50
	07/15/22		0.00		4,287.50		4,287.50	4,287.50	
20	01/15/23	175,000.00	175,000.00	4.900%	4,287.50		4,287.50	179,287.50	183,575.00
=====									
TOTALS			\$3,500,000.00		\$1,673,397.64	(\$75,718.00)	\$1,597,679.64	\$5,097,679.64	\$5,097,679.64

TOWN OF NEWMARKET - Downtown TIF

DATE PREPARED:	03/07/13
BONDS DATED:	01/15/03
INTEREST START DATE: 206 days	12/19/02
FIRST INTEREST PAYMENT:	07/15/03
NET INTEREST COST:	4.5200%

DEBT YEAR	PERIOD ENDING	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	Less 2010A Refunding	INTEREST after refunding	TOTAL PAYMENT	FISCAL YEAR TOTAL PAYMENT
	07/15/03				\$37,895.42		\$37,895.42	\$37,895.42	
1	01/15/04	\$1,500,000.00	\$75,000.00	4.250%	33,112.50		33,112.50	108,112.50	\$146,007.92
	07/15/04				31,518.75		31,518.75	31,518.75	
2	01/15/05	1,425,000.00	75,000.00	4.250%	31,518.75		31,518.75	108,518.75	138,037.50
	07/15/05				29,925.00		29,925.00	29,925.00	
3	01/15/06	1,350,000.00	75,000.00	4.250%	29,925.00		29,925.00	104,925.00	134,850.00
	07/15/06				28,331.25		28,331.25	28,331.25	
4	01/15/07	1,275,000.00	75,000.00	4.250%	28,331.25		28,331.25	103,331.25	131,662.50
	07/15/07				26,737.50		26,737.50	26,737.50	
5	01/15/08	1,200,000.00	75,000.00	4.250%	26,737.50		26,737.50	101,737.50	128,475.00
	07/15/08				25,143.75		25,143.75	25,143.75	
6	01/15/09	1,125,000.00	75,000.00	4.250%	25,143.75		25,143.75	100,143.75	125,287.50
	07/15/09				23,550.00		23,550.00	23,550.00	
7	01/15/10	1,050,000.00	75,000.00	4.250%	23,550.00		23,550.00	98,550.00	122,100.00
	07/15/10				21,956.25		21,956.25	21,956.25	
8	01/15/11	975,000.00	75,000.00	4.250%	21,956.25		21,956.25	96,956.25	118,912.50
	07/15/11				20,362.50	(2,099.28)	18,263.24	18,263.24	
9	01/15/12	900,000.00	75,000.00	4.250%	20,362.50		20,362.50	95,362.50	113,625.74
	07/15/12				18,768.75	(2,099.28)	16,669.49	16,669.49	
10	01/15/13	825,000.00	75,000.00	4.250%	18,768.75		18,768.75	93,768.75	110,438.24
	07/15/13				17,175.00	(2,099.28)	15,075.74	15,075.74	
11	01/15/14	750,000.00	75,000.00	4.250%	17,175.00		17,175.00	92,175.00	107,250.74
	07/15/14				15,581.25	(2,332.32)	13,248.93	13,248.93	
12	01/15/15	675,000.00	75,000.00	4.300%	15,581.25		15,581.25	90,581.25	103,830.18
	07/15/15				13,988.75	(2,332.32)	11,636.43	11,636.43	
13	01/15/16	600,000.00	75,000.00	4.400%	13,988.75		13,988.75	88,988.75	100,605.18
	07/15/16				12,318.75	(2,332.32)	9,986.43	9,986.43	
14	01/15/17	525,000.00	75,000.00	4.500%	12,318.75		12,318.75	87,318.75	97,305.18
	07/15/17				10,631.25	(2,332.32)	8,298.93	8,298.93	
15	01/15/18	450,000.00	75,000.00	4.500%	10,631.25		10,631.25	85,631.25	93,930.18
	07/15/18				8,943.75	(2,858.92)	6,086.83	6,086.83	
16	01/15/19	375,000.00	75,000.00	4.600%	8,943.75		8,943.75	83,943.75	90,030.58
	07/15/19				7,218.75	(4,679.28)	2,539.49	2,539.49	
17	01/15/20	300,000.00	75,000.00	4.700%	7,218.75		7,218.75	82,218.75	84,758.24
	07/15/20				5,456.25	(4,748.08)	708.19	708.19	
18	01/15/21	225,000.00	75,000.00	4.800%	5,456.25	(516.00)	4,940.25	79,940.25	80,648.44
	07/15/21				3,656.25	(3,615.44)	40.81	40.81	
19	01/15/22	150,000.00	75,000.00	4.850%	3,656.25	(516.00)	3,140.25	78,140.25	78,181.06
	07/15/22				1,837.50		1,837.50	1,837.50	
20	01/15/23	75,000.00	75,000.00	4.900%	1,837.50		1,837.50	76,837.50	78,675.00
TOTALS			\$1,500,000.00		\$717,170.42	(\$32,558.74)	\$684,611.68	\$2,184,611.68	\$2,184,611.68

FY 2013

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2016/17 – 19

Approval of Memorandum of Understanding Between the Town and School for Facilities
Director Services

WHEREAS: the Town Council and School Board has set a goal to find efficiencies and savings by sharing services, and

WHEREAS: the joint Town – School Shared Services Subcommittee has recommended that the School contract Facility Director Services from the Town, and

WHEREAS: the Town Administrator and Superintendent of School have negotiated a memorandum of understanding to achieve this.

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Newmarket Town Council approves the memorandum of understanding outlining the facility director services that will be provided to the School Administrative Unit 31.

First Reading: January 18, 2017

Second Reading: February 1, 2017

Third Reading: February 15, 2017

Approval:

Approved: _____
Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508


FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: February 8, 2017

TITLE: Resolution #20162017-19 – Memorandum of Understanding between the Town and School for Facilities Director Services

PREPARED BY: Steve Fournier, Town Administrator 

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend approving this memorandum of understanding.

BACKGROUND: The Newmarket Town Council has had a goal for a number of years to find efficiencies and to explore sharing services with other governmental entities, including other municipalities and the Newmarket School District. The Town Council met with the Newmarket School Board in the spring of 2016 to discuss ways to share services. These two entities agreed to appoint a subcommittee made up of two Town Councilors, two School Board Members, the Superintendent of Schools, and the Town Administrator.

One items they discussed sharing would be a Facilities Director. The School has no individual in charge of their facilities while the Town has a buildings and grounds department under the Department of Public Works.

DISCUSSION: The Joint Committee came up with a job description and this attached memorandum of understanding. The following items were agreed to:

- The position would be an employee of the Town, with direct supervision by the Town Administrator in consultation with the Superintendent.
- The School Custodial staff and the Town Building and Grounds Department shall remain independent departments supervised by a single Director of Facilities
- Perform the duties of both the School and Town Facilities Director
- In the event, the Administrators are unable to come to agreement, the matter in dispute or would be discussed by the Town Council Chair and School Board Chair. Any further disagreements shall be resolved by the entire Town Council and School Board in a joint meeting.
- This agreement shall take effect on April 1, 2017 or when a Director Facilities is hired.
- This agreement may be terminated for convenience by either Party by giving written notice to the other no later than six (6) months prior to the intended termination date. This agreement may be terminated sooner if agreeable by both parties.
- The Town and School shall share all costs associated with this position based on each entity's percentage share of the total gross Town and School budgets from the previous fiscal year.

FISCAL IMPACT: The position is currently be budgeted at \$65,000 for salary. Much like the agreement with the School for the Finance Director, the position would be funded by each entity based on their gross budgets, as such the Town would pay 36% of this salary or \$23,400.

RECOMMENDATION: I recommend the adoption of this resolution and memorandum of understanding.

ATTACH ALL PERTINENT DOCUMENTS TO SUPPORT THE REQUEST.

MEMORANDUM OF UNDERSTANDING BETWEEN
THE TOWN OF NEWMARKET, NH
AND
NEWMARKET SCHOOL DISTRICT – SAU 31
FOR SHARED SUPERVISION OF BUILDING AND GROUNDS SERVICES

This Memorandum of Understanding sets forth the purpose, nature and operational aspects of the relationship between the Town of Newmarket (“the Town”) and the Newmarket School District (“the Schools”), as it relates to the responsibility of the supervision of the facilities within the Town of Newmarket. This memorandum shall be administered by and between the Town Administrator, hereby authorized by the Town Council, and the Superintendent of Schools, hereby authorized by the School Board. In particular, it shall apply to the supervision of the Town and School facilities department. It may, however, be amended to extended to other property of common interest.

1. The Parties agree to work together cooperatively and through their respective administrators to uphold and perform according to the terms of this agreement.
2. The Facilities Director shall be an employee of the Town under the direct supervision of the Town Administrator, in consultation with Superintendent of Schools.
 - a. The Superintendent of Schools shall provide input into the annual review of the Facilities Director as part of the Town Administrator’s annual employee review process.
3. The School ~~Finance-Facility Office-Department~~ and the Town Buildings and Grounds Department shall remain independent departments supervised by a single Facilities Director.
4. The Facilities Director shall be chosen solely on the basis of applicable education, skill and experience by ~~the Town~~the Town Administrator in consultation with the Superintendent of Schools.
 - a. As it relates to the School, the Facilities Director: Selects and recommends persons to be hired, disciplined, discharged, or promoted.
 - a.b. Has direct management and supervisory responsibilities of Town and School employees
 - b.c. Establishes and administers schedules and procedures for the regular, ongoing custodial and maintenance care of all buildings.
 - e.d. Examines all buildings on a regular basis for needed repairs and maintenance, organizes, documents and implements a program of preventive maintenance for all buildings.
 - d.e. Inspects all buildings on a regular basis to determine that high standards of workmanship, cleanliness, safety, and security are maintained.
 - e.f. Establishes and recommends priorities on repair/replacement projects and writes contracts.
 - f.g. Establishes an on-going six-year capital plan.
 - g.h. Is responsible for planning of ADA compliance for all buildings.
 - h.i. Coordinates the ordering of requested materials, equipment and supplies as needed and for inventory needs following the purchase order procedures.
 - i.j. Tracks all work orders and log expenses.
 - j.k. Manages expense accounts with the supervision of the Town Administrator and Superintendent of Schools.
 - k.l. Maintains monthly account expense sheets for town and school review.
 - t.m. Consults with the Town Administrator and Superintendent of Schools as to the need for services and/or repairs by outside contractors.
 - m.n. Maintains a system for effective energy efficiency and recycling in all buildings.
 - n.o. Consults with town department heads and building principals regarding the establishment of regular preventive maintenance programs.
 - o.p. Advises on the hiring of contractors, architects and engineers and assigns work orders.
 - p.q. Has thorough knowledge of operation and maintenance of all of the mechanical systems.

- ~~q.r.~~ Maintains safety standards in conformance with state and insurance regulations and develops a program of preventive safety.
- ~~r.s.~~ Complies with all state laws and regulations, submits all reports and maintains records as required by the state.
- ~~s.t.~~ Prepares and administers the custodial and maintenance budgets, works with administrators and department heads to be sure that all facility needs are identified.
- ~~t.u.~~ Arranges for and insures that all custodial and maintenance staff participate in all required trainings.
- ~~u.v.~~ Monitors the time records of all maintenance and custodial staff and certifies them for salary payments.
- ~~v.w.~~ Maintains a positive relationship with staff and citizens at all times and strives constantly to promote the safety, health and comfort of employees and community members.
- ~~w.x.~~ Performs other tasks as may be assigned by the Town Administrator.
- ~~x.y.~~ Responds to emergency calls pertaining to buildings.
- ~~y.z.~~ Attends meetings in the evenings and makes presentations, as needed.
5. In the event the Administrators are unable to come to agreement within a reasonable period of time with respect to any of their joint oversight or management responsibilities, the matter in dispute or lacking agreement shall be discussed by a joint meeting of the Town Council Chair and School Board Chair. Any further disagreements shall be resolved by the entire Town Council and School Board in a joint meeting.
6. The Town and School shall share all costs associated with this position based on each entity's percentage share of the total gross Town and School budgets from the previous fiscal year. This formula shall be determined no later than July 31.
- a. *Example:* For the fiscal year ending June 30, 2017, the total gross appropriation for the school district was \$17,416,795 and the town was \$9,996,942 for a total of \$27,413,737. The Town is 36% of that number and the School is 64%
7. This agreement shall take effect on , 2017.
8. This agreement may be terminated for convenience by either Party by giving written notice to the other no later than ~~six (6)~~ three (3) months prior to the intended termination date. This agreement may be terminated sooner if agreeable by both parties.

FOR THE TOWN COUNCIL

FOR THE SCHOOL BOARD

Gary Levy, Town Council Chair

Date

Nate Lunney, School Board Chair

Date

TOWN ADMINISTRATOR

SUPERINTENDENT OF SCHOOLS

Stephen R. Fournier,
Town Administrator

Date

Meredith Nadeau,
Superintendent of Schools

Date

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2016/17 - 20
Approval of Director of Facilities Job Description

- WHEREAS: the Town Council has approved the creation of a Department of Buildings and Grounds, and
- WHEREAS: the Town Administrator is recommending the creation of a Director of Facilities to head this department.
- WHEREAS: in accordance with the Newmarket Town Charter the Town Administrator has proposed a job description for the position.

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Newmarket Town Council approves the job description for the Director of Facilities.

First Reading: January 18, 2017

Second Reading: February 1, 2017

Third Reading: February 15, 2017

Approval:

Approved: _____
Gary Levy, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

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FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE


STAFF REPORT

DATE: January 12, 2017

TITLE: Resolution #20162017-20 – Creation of Facilities Director Position

PREPARED BY: Steve Fournier, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend approving this job description 

BACKGROUND: The Newmarket Town Council has had a goal for a number of years to find efficiencies and to explore sharing services with other governmental entities, including other municipalities and the Newmarket School District. The Town Council met with the Newmarket School Board in the spring of 2016 to discuss ways to share services. These two entities agreed to appoint a subcommittee made up of two Town Councilors, two School Board Members, the Superintendent of Schools, and the Town Administrator.

One item they discussed sharing would be a Facilities Director. The School has no individual in charge of their facilities while the Town has a buildings and grounds department under the Department of Public Works.

DISCUSSION: It was recommended by the Joint Committee that the Department of Buildings and Grounds be a Department of the Town government and not the School.

On January 4 the Town Council created the Department of Buildings and Grounds. The Department Head supervising this department would be a Director of Facilities. The position would be funded in a similar fashion as the proposed Director of Finance.

The job description was reviewed by the joint committee a few months back. The Superintendent and I revised it to reflect a higher level position, looking at similar positions in the City of Manchester and the University of New Hampshire.

The Director of Facilities would have a college degree or post-secondary training in facilities maintenance field. A degree in civil, mechanical or electrical engineering would be preferred. Education requirements may be waived based on advanced experience.

FISCAL IMPACT: The position would be budgeted at \$65,000 for salary. Much like the agreement with the School for the Finance Director, the position would be funded by each entity based on their gross budgets, as such the Town would pay 36% of this salary or \$23,400.

RECOMMENDATION: I recommend the adoption of this job description.

ATTACH ALL PERTINENT DOCUMENTS TO SUPPORT THE REQUEST.

Town of Newmarket, NH
Job Description

TITLE: Director of Facilities

SUMMARY: This is a responsible administrative position managing the facilities of both the Town and Schools.

QUALIFICATIONS:

1. **Education/Certification:** High School diploma, or equivalent, college degree or post-secondary training in facilities maintenance field. Hold a valid State of New Hampshire Criminal History Records Check Approval.
2. **Special Knowledge/Skills:**
 - a. Demonstrated knowledge of the basic principles of construction, maintenance, cleanliness, safety and security.
 - b. Demonstrated aptitude or competence in electrical, plumbing, heating and mechanical systems repair and/or license.
 - c. Demonstrated aptitude or competence in supervision and training of maintenance and custodial employees.
 - d. Knowledge and experience in energy conservation and utility management.
 - e. Thorough knowledge of the proper handling of hazardous materials, including asbestos management, and maintaining of Safety and Material Safety Data Sheets.
 - f. Thorough knowledge of cleaning programs that encourage the use of green products and practices in schools and public buildings.
 - g. Considerable knowledge of environmental regulations.
 - h. Must possess strong organizational skills.
 - i. Ability to write specifications and to write reports to other officials.
 - j. Ability to communicate effectively.
 - k. Experience in preparing and administering Facilities budget.
 - l. Computer Literacy.
 - m. Strong interpersonal skills in a team environment.
 - n. Knowledge, understanding and demonstrated aptitude or competence in the performance responsibilities listed below

Job Description
Director of Facilities (continued)

- o. Such alternatives to the above qualifications as the Town Administrator may find appropriate and acceptable.

3. Experience:

- a. At least three years of experience in a supervisory capacity in either business, industry, or a governmental agency.
- b. At least three years of experience in the area of planning and maintaining physical facilities.
- c. Experience as a facility manager in an educational facility desired.
- d. Demonstrated aptitude or competence for successful fulfillment of assigned performance responsibilities.

REPORTS TO: The Town Administrator with input from the Superintendent of Schools.

SUPERVISES AND EVALUATES: All custodial and maintenance personnel.

JOB GOAL: To provide students, employees and the community at large, with a safe, secure, clean, attractive, comfortable and efficient environment in which to learn, play, work and engage in personal growth and development.

PERFORMANCE RESPONSIBILITIES:

1. Selects and recommends persons to be hired, disciplined, discharged, or promoted.
2. Has direct management and supervisory responsibilities of Town and School employees.
- 2.3. Establishes and administers schedules and procedures for the regular, ongoing custodial and maintenance care of all buildings.
- 3.4. Examines all buildings on a regular basis for needed repairs and maintenance, organizes, documents and implements a program of preventive maintenance for all buildings.
- 4.5. Inspects all buildings on a regular basis to determine that high standards of workmanship, cleanliness, safety, and security are maintained.
- 5.6. Establishes and recommends priorities on repair projects and writes contracts.
- 6.7. Establishes an on-going five-year capital plan.
- 7.8. Responsible for planning of ADA compliance for all buildings.

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Job Description
Director of Facilities (continued)

- ~~8.9.~~ Orders requested materials, equipment and custodial supplies as needed and for inventory needs following the purchase order procedures.
- ~~9.10.~~ Tracks all work orders and log expenses.
- ~~10.11.~~ Manage expense accounts with the supervision of the Town Administrator and Superintendent of Schools.
- ~~11.12.~~ Maintain monthly account expense sheets for town and school review.
- ~~12.13.~~ Consults with the Town Administrator and Superintendent of Schools as to the need for services and/or repairs by outside contractors.
- ~~13.14.~~ Maintains a system for effective energy efficiency and recycling in all buildings.
- ~~14.15.~~ Consults with building principals and town department heads regarding the establishment of regular preventive maintenance programs.
- ~~15.16.~~ Advises on the hiring of contractors, architects and engineers and assigns work orders.
- ~~16.17.~~ Has thorough knowledge of operation and maintenance of all of the mechanical systems.
- ~~17.18.~~ Maintains safety standards in conformance with state and insurance regulations and develops a program of preventive safety.
- ~~18.19.~~ Complies with all state laws and regulations, submits all reports and maintains records as required by the state.
- ~~19.20.~~ Prepares and administers the custodial and maintenance and transportation budgets, works with administrators and department heads to be sure that all facility needs are identified.
- ~~20.21.~~ Arranges for and insures that all custodial and maintenance staff participate in all required trainings.
- ~~21.22.~~ Monitors the time records of all maintenance and custodial staff and certifies them for salary payments.
- ~~22.23.~~ Maintains a positive relationship with students, staff and citizens at all times and strives constantly to promote the safety, health and comfort of the students, employees, and community members.
- ~~23.24.~~ Performs other tasks as may be assigned by the Town Administrator.

Job Description
Director of Facilities (continued)

~~24-25.~~ Respond to emergency calls pertaining to buildings.

~~25-26.~~ Attend meetings in the evenings and make presentations.

TERMS OF EMPLOYMENT: Compensation and work hours in accordance with recommendation established by the Town Administrator.

WORKING CONDITIONS:

Mental Demands: calculating, comparing, editing, evaluating, interpreting, organizing, consulting, analyzing, planning, designing, documenting, specifying, coordinating, implementing, and presenting

Physical Demands: The physical demands listed here are representative of those that are required to successfully perform the essential functions of this job: sitting, walking, climbing stairs, operating computers and other equipment, using tools, and lifting or moving up to 50 pounds.

Environmental Conditions: outside, inside, slippery surfaces, microwaves, chemical exposure, biological exposure, working around moving objects or vehicles, and working alone

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the board's policy. The Town Administrator will perform the evaluation.

The Town of Newmarket expects that all employees will perform assigned duties diligently, professionally and efficiently and in compliance with all district policies and procedures as well as all federal and state laws.

NOTE: The above job description reflects the general requirements necessary to describe the principle functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2015/2016-52

Authorizing the Designation of a portion of Rt. 152 as an Economic Recovery Zone

WHEREAS: NH RSA 162N allows for the creation of Economic Recover Zones in communities to encourage the redevelopment of certain land in exchange for state tax credits for the developer, and

WHEREAS: The Town desires to redevelop what is the B3 zone along Rt. 152, including the following lots on Town Tax Map R6 (updated April 2015):

Lots 1, 2, 3, 4-1, 4-2, 4-3, 5, 6, 7, 8, 9, 10, 11-1, 11-1A, 11-2, 12, 50, 50A, 50B, 50C, 50-1, 50-2, 50-3, 50-4, 50-4, 50-5, 50-6, 50-7, 50-8, 51 and 52. .

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Town Council requests that the Commissioner of the Department of Resources and Economic Development declare this portion an Economic Recovery zone and authorizes the Town Administrator to execute any agreements.

First Reading: June 1, 2016

Second Reading:

Approval:

Approved: _____

Gary Levy, Town Council Chairman

A True Copy Attest _____

Terri J. Littlefield, Town Clerk

Town of Newmarket, New Hampshire
By the Newmarket Town Council
Ordinance 2016/2017-01

Amendments to **Chapter 32 Zoning, Article I. Sec. 32-5 Non-conformity, Section 32-11 Definitions, and Article VII. Other Requirements, Sec. 32-234. Accessory apartments** of the Municipal Code of the Town of Newmarket and Zoning Ordinance, adopted 02/14/1996, as amended through August 7, 2013.

The Town of Newmarket ordains that:

WHEREAS, the Town of Newmarket has adopted a Master Plan and Zoning Ordinance to guide the character of growth, development, and change in order to provide for the public health, safety and general welfare; and

WHEREAS, the Planning Board has formed a sub-committee to evaluate current zoning, its corresponding dimensional controls, and permitted uses and to suggest changes to the Town's development regulations in order to implement sections of the Town's newly adopted Future Land Use Chapter of the Master Plan and recent changes in the State's RSA, which governs and enables the adoption of municipal planning and zoning regulations; and

WHEREAS, during the months of October 2016 to January 2017, the subcommittee met, reviewed possible changes and drafted recommendations for consideration by the full Planning Board; and

WHEREAS, this proposed amendments is intended to: (1) clarify language pertaining to the continuation of non-conforming uses; (2) bring the Town's into compliance with a new State law RSA 674: 74 pertaining to Accessory Dwelling Units; and

WHEREAS, A Planning Board workshop meeting was held on these changes on January 10, 2017 and a formal public hearing was conducted on January 24, 2017 to solicit citizen input and modifications to draft zoning amendments; and

WHEREAS, the Planning Board voted on January 24, 2017 to recommend and bring forward these proposed amendments to the Town Council for consideration and adoption

NOW THEREFORE BE IT RESOLVED that **Chapter 32 Zoning** of the Municipal Code of Newmarket is amended as follows:

ARTICLE I. IN GENERAL

Sec. 32-5. Nonconformity

Amend Paragraph (1), subparagraph a. that currently reads: (Changes to be deleted in yellow)

a. Any lawful non-conforming use may continue indefinitely. In the event that such use is abandoned for any period of time, its reestablishment shall not be permitted.

by deleting the current language in subparagraph a. in its entirety and replacing with the following language:

a. Any non-conforming use may be continued, except that if any such non-conforming use is abandoned, desisted, either voluntarily or by legal action, or caused to be discontinued, for a period of two (2) years, then any subsequent use of the building, other structures or use of the land shall be required to be in conformity with the provision of these regulations.

Sec. 32-11. Definitions

Remove the existing definition for "Accessory apartment" that reads:

"Accessory apartment. A self-contained residential unit, complete with its own kitchen and bathroom, incorporated within an existing single family residential structure, which is subordinate to the primary residence and is either a studio apartment or a one bedroom apartment."

and replace with the following: (Changes to be added highlighted in blue)

"Accessory Dwelling Unit. A residential living unit that is within or attached to a single-family dwelling, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling it accompanies. Its use is subordinate to the principal dwelling and can be either a studio, a one or two bedroom apartment."

Add a new definition to Section 32 -11 Definitions:

"Principal Dwelling Unit. The primary or pre-dominant residential use of a dwelling unit to which a property is or may be devoted and to which all other uses on the premises are subordinate or accessory."

ARTICLE VII. OTHER REQUIREMENTS

Amend Section 32-234 that currently reads:

"Sec. 32-234. Accessory apartments. (Editorial note: Amended 09/01/04). (Changes to be deleted in yellow)

(a) *Purpose.* Accessory apartments are permitted in certain districts to ensure adequate provision of small, affordable residential units for various segments of the population, to help homeowners utilize excess space

to generate revenue to help offset the costs of home ownership, and to encourage the adaptive reuse of historic homes. To balance this, the number of bedrooms in accessory apartments is severely limited to prevent excessive growth in the number of school-age children.

(b) One accessory apartment shall be permitted per detached single-family residence if granted a special exception by the zoning board of adjustment. The accessory apartment shall be contained entirely within the detached single-family residence. The zoning board of adjustment shall grant the special exception if the following conditions are met:

- (1) The accessory apartment shall be a minimum of 300 square feet and a maximum of 800 square feet of finished living area.
- (2) The accessory apartment shall either be an efficiency apartment (without a separate bedroom), or a one-bedroom apartment.
- (3) One of the dwelling units must be owner-occupied.
- (4) There shall be a minimum of two parking spaces for each dwelling unit. A parking space shall be defined as a rectangular space nine feet by 18 feet. Parking spaces shall be permitted within the setbacks if the location is over 50 feet from abutting dwelling units.
- (5) No exterior changes shall be made which significantly alters the appearance of the structure from the street.
- (6) Adequate water supply and sewage disposal shall be provided. If town water and sewer services the site, tie-in fees shall be paid.
- (7) Granting of the special exception would be consistent with section 32-5(1) b.

(c) Subdivision and site plan review approval are not required.”

(Ord. of 2-14-1996, § 7.03; Ord. of 9-1-2004)

as follows (Changes to be added highlighted in blue)

1. Amend Paragraph (a) *Purpose*, first line by removing “certain districts” and inserting “in all zoning districts that permit single family residential uses”.
2. Amend Paragraph (a) *Purpose*, first paragraph, by deleting the last sentence in its entirety that reads:
“To balance this, the number of bedrooms in accessory apartments is severely limited to prevent excessive growth in the number of school-age children.”
3. Amend Paragraph (b), third line by adding “, or attached to” after “within” and before “the detached single-family residence.”
4. Amend Paragraph (b), subparagraph (1) by changing “a maximum of 800 square feet” to “a maximum of 1,000 square feet.”
5. Amend Paragraph (b), subparagraph (2) by inserting “or two bedroom” apartment after “one bedroom” apartment in line 2.
6. Amend Paragraph B, subparagraph (5) by deleting what it presently states and replacing with the following:

No exterior changes shall be made unless they maintain the aesthetic continuity of the accessory dwelling unit with the principal dwelling unit as a single-family dwelling.

7. Add the new following Paragraph B, subparagraph (8).

(8) An interior door shall be provided between the principal dwelling unit and the accessory dwelling unit; however, it shall not be required to remain unlocked.

This ordinance shall become effective upon its passage.

First Reading

February 15, 2017

Second Reading/Public Hearing

Council Approval:

Approved:

Gary Levy, Chairman Newmarket Town Council

A True Copy Attest:

Terry Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

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FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: February 7, 2017

TITLE: **Ordinance 2016/2017 - 1:** Amendments to Chapter 23 Zoning of the Newmarket Municipal Code regarding non-conforming uses, definitions and accessory dwelling units.

PREPARED BY: Diane Hardy, Town Planner

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

As this has been reviewed by the Planning Board, I recommend this ordinance be sent to a public hearing on March 1 and for council action. *[Signature]*

BACKGROUND/DISCUSSION: The attached changes are being recommended by the Planning Board in order to (1) clarify language pertaining to the continuation of non-conforming uses; and (2) to bring the Town's ordinances into compliance with RSA 674: 74, the new Accessory Dwelling Units law. See attached Ordinance and Explanation of Zoning Ordinance Changes.

FISCAL IMPACT: There are no direct fiscal impacts associated with this change.

RECOMMENDATION: Recommend that a public hearing be scheduled for March 1, 2017 and approval following the public hearing.

DOCUMENTS ATTACHED: See attached:

- 1) Explanation of Zoning Ordinance Changes, as recommended by the Newmarket Planning Board, dated January 24, 2017
- 2) Excerpts from NHMA, New Hampshire Town and City regarding the concept of Grandfathering, May 2008.
- 3) Copy of State RSA 674 regarding Accessory Dwelling Units
- 4) Publication of the New Hampshire Office of Energy and Planning titled "Planning for Accessory Dwellings", Spring 2016.

STAFF REPORT