



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

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**WEDNESDAY, July 20, 2016**  
**NEWMARKET TOWN HALL COUNCIL CHAMBERS**

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**6:30 P.M. Non-Public – Pursuant to RSA 91-A: 3 II – 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. May 31, 2016 Joint Town/School Meeting Minutes
  - b. June 15, 2016 Regular Meeting Minutes
5. Report of the Town Administrator
6. Committee Reports
7. Old Business
  - a. Resolutions/Ordinances in the 2<sup>nd</sup> Reading - None
  - b. Resolutions/Ordinances in the 3<sup>rd</sup> Reading – None
  - 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
    - i. Housing Authority Board Commissioner – Kristen Whittier – 5 year term

**b. Resolutions/Ordinances in the 1<sup>st</sup> Reading**

*i. Resolution #2016/2017-01- Resolution Relating to Hazardous Household Waste Collection.*

**c. Correspondence to the Town Council**

**d. Closing Comments by Town Councilors**

**e. Next Council Meeting – August 17, 2016**

**9. Adjournment**

**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**JOINT TOWN COUNCIL-SCHOOL BOARD MEETING**

**May 31, 2016     7:30 PM**

**TOWN HALL AUDITORIUM**

COUNCIL MEMBERS PRESENT: Council Chairman Gary Levy, Council Vice Chairman Phil Nazzaro, Councilor Dale Pike, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns, Councilor Kyle Bowden

SCHOOL BOARD MEMBERS PRESENT: School Board Chairman Nathan Lunney, School Board Vice Chairman Elizabeth McKinney, Al Zink, Kimberly Shelton, Mike Kenison

ALSO PRESENT: Town Administrator Steve Fournier, New School Superintendent Meredith Nadeau, Alan Gould of MRI, State Representative Michael Cahill

**AGENDA**

The Joint Town Council-School Board Meeting was called to order at 7:28 pm, followed by the Pledge of Allegiance.

**WELCOME AND OVERVIEW OF PROCESS TO DATE**

School Board Member Al Zink welcomed the public to the Joint Meeting of the Newmarket Town Council and the Newmarket School Board which was called together with the hope of improving the working relationship between the two boards. He said the meeting was also a result of the revised Town Charter calling for the Town Council to invite the School Board to a joint meeting annually, and a new State Law which will allow the Town and the School to share services. He said that the newest executive member of the team was Meredith Nadeau, who would start on July 1<sup>st</sup> as the New School Superintendent. He said that the community of Cape Elizabeth, ME, her current position, had shared administrations and services for several years.

Mr. Zink said the Town Council and the School Board had selected two members of each board to meet as a Sub-Committee to coordinate the meeting: Councilors Dale Pike and Toni Weinstein, School Board Members Kimberly Shelton and himself. He said the Sub-Committee had met twice to put together an agenda and their thoughts about what a good process might be. He said they decided early on that the



two best people to lead the shared-services discussion were the new School Superintendent and the Town Administrator, who would work together and come back to the Town Council and the School Board to share their priorities and make recommendations. He said on the School side, the most immediate issue was with facilities.

Councilor Dale Pike said he wanted to mention that Alan Gould of Municipal Resources Inc. (MRI) was present this evening. He explained that before they began looking for ways to share services, the Town Council had begun to look at ways to improve efficiencies in the Town and had contracted MRI to provide a report that would look at those issues. He said they realized there might be an opportunity to find efficiencies in combining some services with the School.

#### **ASSESSMENT OF CURRENT SHARED PRACTICES - Steve Fournier, Meredith Nadeau**

##### **Report by the Town Administrator**

Town Administrator Steve Fournier said he had first looked into services that the Town and School currently shared, and said the SAU and the Town was unusual for municipalities in New Hampshire, and that they shared a very open communication. He said he had asked his department heads to list things they were currently doing for the School, which mostly had to do with common business practices. He said the Information Technology (IT) Department shared knowledge, assisted with issues, and did all the testing for the School cameras. He said the Building Inspector provided facilities consultations and permit reviews and inspections, and the Police Department provided security for the schools. He said the Recreation Departments shared field space, Planning provided advice on zoning matters, and CIP Planning had been very active between the Town and the School. He said the Finance Director and the School Business Administrator shared advice and worked together to set the tax rate. He said they also shared all meeting facilities, did the annual Town Report together, and had started some group purchasing this year with an oil contract. He said the biggest was the Public Works Department which maintained all the school properties, cleaned catch basins, and provided trucks for hauling. He said they worked together on the Carpenter Property demolition and cleanup, built pads for the Modular Elementary School, and installed water and sewer and underground electrical conduits for the School District. He said if these services were not provided, the School would have to hire someone from outside which did not make sense. He said he had already had discussions with the new School Superintendent Meredith Nadeau, and felt there was a lot more they could do to find efficiencies.

##### **Report by the New School Superintendent**

New School Superintendent Meredith Nadeau stated that she had been in Cape Elizabeth, ME for 5 years, and said they had a shared-services model known as the One Town Concept. She said the Town had approximately 10,000 residents and was roughly the same size as Newmarket. She said they shared services in the same way but also shared a full Business Office, with one Business Administrator, one Human Resources person, and one Payroll and one Accounts Payable person. She said they also shared a Facilities Director who was the intermediary for both bodies and made a sharing a Capital Improvement Plan (CIP) a much easier task. She said they shared a Technology Director who was very much involved in planning design of technology infrastructure needs, and technicians could share support and services. She



said they also shared Public Works in much the same way as Newmarket. She explained that they used a shared supervision model, and she held regular meetings with their Town Manager. She felt one of the keys was good communication between the Town Administration and the School District Administration as well as regular meetings with department heads. She also stressed the importance of collaboration and the willingness for all involved to work together and problem-solve. She said both bodies worked together sharing one common pool of resources, and said they looked from time to time to make sure it was evenly distributed.

## **STEPS FORWARD**

Mr. Zink stated that Meredith Nadeau had offered to allow the Sub-Committee to visit Cape Elizabeth, ME to become more knowledgeable about the shared services in that community. Councilor Pike said that in terms of steps forward, after starting the process and having discussions with Superintendent Nadeau and Town Administrator Fournier, the Sub-Committee decided that the best way forward was to let them put together a more detailed proposal. He said they also hoped they would be able as a combined group to endorse the process.

## **DISCUSSION**

School Board Vice-Chair Elizabeth McKinney asked what the timeline would be with regard to hiring a finance director, as they were looking for a School Business Administrator. School Superintendent Nadeau replied that it would probably be some time in the next several months, as it depended on the consensus of the two bodies and would also involve some work laying out job descriptions, but pointed out there were also ways to address short-term issues. Town Administrator Fournier said they currently had an Interim Finance Director for the Town, but realized this was a good time to decide if the position should be shared. School Board Chairman Nathan Lunney said he felt the School District needed a good business administrator and they needed some continuity in that office. He said he felt the Facilities issue was more important, and said they had put some money in the budget for that purpose. He said he felt a Facilities Director and Management seemed to be an area where they could save money in the long run, but would mean potentially spending some dollars now. He asked if they were talking about sharing services to save money, or to get a job done as well as possible moving forward and find efficiencies in the process.

Councilor Thompson felt if the job descriptions were reworked, sharing a Business Administrator or a Finance Director and having a Facilities person handle all facilities would be streamlining expertise. Town Administrator Fournier said operationally, combining services like IT and payroll would also allow for someone to cover during vacations, and he felt both the Town and the School had Business Administrators were doing things a Facilities Director should be doing. School Board Chairman Lunney felt an engineer should also be handling the contracts and writing the specs on a regular basis, especially considering where the School was currently headed. School Superintendent Nadeau said she hoped the School District was headed toward either a renovation or a building project, and that having a point person for that project was a critical need. Mr. Mike Kenison stated that the NH Department of Education had changed their rules a few years ago to require a maintenance plan, which was not something typical of a Business Administrator. Town Administrator Fournier felt that having a shared facilities person would allow them to present a budget that had a better chance of passing, as they did not want to be competing against

each other for the same tax dollars. He said the Town had the Waste Water Bond and the School had the Facilities issue coming up at the same time. Councilor Nazzaro said it was also the community prioritizing where financial resources could be allocated, and felt that someone looking short- and long-term together was crucial.

Ms. Kim Shelton said that the meeting gave the School Board and the Town Council the chance to discuss priorities, and felt they also needed to build up a relationship. Councilor Weinstein said the Sub-Committee was really hoping for the Town Administrator and the new School Superintendent to come up with a plan which could be discussed with the individual boards. School Superintendent Nadeau said that in terms of a timeline she was not starting until July 1<sup>st</sup>, and asked that they be respectful that she was wrapping up things in another place and had not had time to observe operations here. Ms. Shelton said the Sub-Committee thought they could continue in their role and follow up with a timeline to make sure things were moving forward. Councilor Nazzaro said he preferred to have a date to make sure they had enough time before the Budget Season. School Superintendent Neadeau said she did not think either of them felt it was complicated, but that they wanted to be thoughtful about it and there was work to be done. Town Administrator Fournier said they also needed time to coordinate agreement from their boards.

Councilor Pike said nothing prevented them from have another Joint Town Council-School Board meeting, and said it might not be a grand plan where everything was integrated, but rather some pieces would happen earlier and others later on. Mr. Zink said the Sub-Committee would be willing to continue and make sure the communications and schedules happened. Councilor Pike asked if anyone wished to raise an objection to the idea of having the Town Administrator and the School Superintendent come back with a plan, otherwise he would consider that a unanimous vote in favor of moving forward. School Board Chairman Lunney felt that by September they should be having some preliminary conversations, and Town Administrator Fournier said that by Charter he had to have his budget to the Town Council by October 15<sup>th</sup>. Councilor Thompson said she was happy to continue with the Sub-Committee, but that it came down to Town Administrator Fournier and School Superintendent Nadeau working together to get it done and verify it.

Councilor Weinstein said she also wanted to get community input at some point in the process. Councilor Nazzaro said he would like to have a well thought out long-term plan with some actions they could take in the next year's budget so it could be codified. School Board Chairman Lunney agreed but felt that not every shared service needed to be addressed initially, and felt they should pick something and do it well, and they would find in that the credibility and trust needed to move forward. Council Chairman Gary Levy asked if it would make sense for them to put something together before the Budget Season and bring it to another Joint Meeting, where they could discuss it and finalize it. He said that way they would have an idea of what the benefits would be and any concerns they might have, and the Boards could then make a determination as to how they wished to proceed. He also said he felt there should be some type of measurement to diagnose problems as soon as possible. Mr. Zink pointed out that employees might be looking at this discussion and wondering about their future, and felt there should be some kind of confidence assured. Councilor Nazzaro asked how the MRI study would be brought into the discussion. Town Administrator Fournier said he felt that MRI had already gone through all the Town departments to



find efficiencies and operations, and that the next step would be looking at what sharing and efficiencies could be done with the School.

Council Chairman Levy asked about a timeframe, and Town Administrator Fournier felt early September to allow the new School Superintendent time to get settled. School Superintendent Nadeau felt there were some obvious openings and opportunities that they wanted to move forward with in this fiscal year and could work on where they might want to move in future budget years. As they did not know how it would work out, she felt they should report back on how it was working and have checkpoints along the way. Town Administrator Fournier felt the most important thing on the Town side was the buy-in from both boards. He said the frustrating thing with inter-municipal agreements was not wanting to give up authority, and School Superintendent Nadeau suggested they might have a shared services contract. Town Administrator Fournier pointed out that the Library was a separate entity as well which could also be discussed.

Mr. Zink felt there was a consensus to hold a second joint meeting. Dates in September were suggested, but School Superintendent Nadeau said the school year was already starting at that time, and it would put them in a difficult position, especially if progress was being made on a facilities project. School Board Chairman Lunney felt they needed to have a final plan before budgets were done and they did not want to miss the opportunity to codify an agreement. Councilor Thompson suggested August 1<sup>st</sup> as a target date as it would take time to work through the system. Town Administrator Fournier stated that his budget should be wrapping up by September 14<sup>th</sup>, which gave him time to meet his budget deadline one month later. Councilor Pike suggested that perhaps the Sub-Committee should continue in order to facilitate discussions across the board, and hold a joint meeting again in mid-August with August 1<sup>st</sup> as the plan deadline. School Superintendent Nadeau agreed they should give details about immediate needs and make projections for the longer term. She said she also agreed with what Mr. Zink said earlier that employees should not be concerned that either board was trying to wipe out the infrastructure. She felt there were some obvious vacancies right now with some obvious opportunities to share resources and that was a logical starting point.

Councilor Pike asked for closing comments and asked if there was any opposition to the idea of the Sub-Committee continuing. He said he felt as a body they had endorsed that Town Administrator Fournier and School Superintendent Nadeau would move forward on this project proposal, try to have the preliminary by August 1<sup>st</sup> with a second Joint Town Council-School Board meeting in Mid-August, and that the Sub-Committee would continue to stay engaged and facilitate communication. All Councilors and School Board members present were in agreement.

## **CIP PROCESS**

Councilor Toni Weinstein addressed the Capital Improvement Program (CIP), which looks at the future capital needs of the community projected over a 6-year period, and is a tool for the Town Council, the School, and the Budget Committee. She spoke briefly about the Charter Commission of 9 individuals elected to review the Charter in 2014, as there was some talk at that time about wanting to change the form of government in order to create efficiencies. She said they had added to the Charter that the Town Council should invite the School Board to one meeting annually to discuss projects and anticipate activity



for the coming year. She said they realized the School had to be involved in the CIP process in order to receive impact fees. Town Administrator Fournier said the CIP was a planning document and not a financial document, as Impact Fees needed to be justified by identifying long-term future projects. He said Town Planner Diane Hardy was the staff person for the CIP Committee. Councilor Weinstein defined a Capital Project as a non-recurring annual expense, as opposed to operational costs. She said the Capital Reserve Fund contributions were separate and worked more as a savings account for larger projects, and added that Bonding was another way to fund capital projects. Town Administrator Fournier stated that the CIP recommendations came to him, and he generally reduced them and then put them to the Town Council for approval. Councilor Weinstein said that some Town capital projects coming up were the Macallen Dam and roads.

Ms. Shelton stated that CIP was basically a new process for the School and before that all large projects were Warrant Article situations. She said the shift allowed the School to plan their bigger projects more effectively and the SAU to make recommendations for expenditures for FY2017. She said the first step was Building Security for both schools, and that they had tremendous support from Police Chief Cyr and his team to share services. She stated that the next piece for both schools was Facilities issues, which were all long-range CIP plans which would be addressed by the Facilities Committee, with the goal of the School Board to have a renovation or a new school warrant article on the ballot for next March. She said the Facilities Committee, led by School Board Member Mike Kenison, had already done a substantial amount of work, primarily looking over Educational Specifications in terms of programming to make them as specific as possible. She said they had set up a series of public input meetings on their plans starting tomorrow, and that as a result of this major project the School had budgeted for a Facilities Director.

#### **CLOSING COMMENTS**

Councilor Nazzaro stated that the community of Newmarket had a lot of capital reserve funds for the size of the Town and they had traditionally been savers with an extremely low debt as a result. He asked that moving forward jointly they consider the tradition of Newmarket to keep the tax rate as flat as possible. School Board Chairman Lunney pointed out that the School could not take the general operating budget surplus and put it in a Capital Reserve Fund like the Town, nor budget for it, but had to use separate warrant articles. Town Administrator Fournier said the process for the Town involved the Council authorizing appropriations to Capital Reserve Funds in the operating budget as one line item. Council Chairman Levy stated that the Town also had a mandate from the DES to do water runoff mitigation and storm water. He said the CIP traditionally came in higher than what was budgeted, though they tried to run the CIP as efficiently as possible. Councilor Nazzaro said that if the RSAs were holding the School back as a body, elected officials at the State level could provide assistance. Mr. Zink felt the discussion of the Town and the School over surplus was critical and they should make decisions together.

Councilor Pike said they would like to recognize State Representative Michael Cahill who had done a great job communicating with the State Legislature in changing the law to allow the Town and the School to work together. Mr. Zink said he had also taken a leadership role in State funding, and Mr. Kenison said he had also taken a lead role working with the DOE on retroactive aid for life safety at the Junior-Senior High School. School Board Chairman Lunney thanked everyone for the preparation and coordination of the

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meeting, and thanked Town Administrator Fournier and School Superintendent Nadeau for the work they would be doing in July.

**ADJOURNMENT**

Councilor Thompson made a motion to adjourn the meeting which was seconded by Councilor Weinstein. The meeting was adjourned at 8:54 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

**Meeting Minutes  
Newmarket Town Council  
June 15, 2016 at 7:00pm  
Town Hall Council Chambers  
186 Main Street**

**Councilors Present:** Gary Levy, Chair; Dale Pike, Amy Thompson, Toni Weinstein, Amy Burns and Kyle Bowden.

**Councilors Absent:** Phil Nazzaro, Vice Chair.

**Staff Present:** Stephen Fournier, Town Administrator; Matthew Angell, Interim Finance Director and Wendy Chase, Recording Secretary.

Chairman Levy convened the meeting at 7:01pm.

**1. Pledge of Allegiance**

Chairman Levy invited the Councilors and those in attendance to rise for a 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.

Students from Linked-Together, led by Ree Cooper, were in attendance to update the Council on this year's activities:

Ava Crumb – reported that in, Service Learning, they did the “Jeans for Teens” Drive, collecting 352 pairs of jeans. They also participated in the “Love Letter” program, making Valentine Day Cards for Meals on Wheels.

Emma Crumb – stated that they made thank-you cards and snowmen to give to the volunteers that serve on Committees in town to thank them for helping the Town.

Katelynn Houle – said her favorite thing was to learn to sew. They started making Christmas coasters and made four (4) coasters for Kathy Castle as a Retirement gift.

Grace Lunney – stated that they changed their honor star program to an honor heart program to honor the Veterans. They made American flag hearts and asked the community to write a message to the Veterans; they have half of them done and will continue collecting messages next year. When they are complete they will display them at the Town Hall.

Avery Clark – said that they are researching different types of irrigation systems. They hope to put one in the Pocket Park to water the grass and flowers and keep it looking nice.

Jillian Long – concluded with a request of the Council to grant permission to run their annual lemonade stand at the Pocket Park this summer, Monday, Wednesday and Friday from June 27, 2016 to August 12, 2016.



**Motion by Councilor Thompson to accept Linked-Together's request to hold their annual lemonade stand at the Pocket Park. Seconded by Councilor Burns.**  
**Poll of the Council. Motion carries 6-0.**

Chairman Levy commended the Girls on their report to the Council.

There was no other public comment.

Chairman Levy closed the Public Forum at 7:05pm.

### **3. Public Hearing**

There are no scheduled Public Hearings for this meeting.

### **4. Approval of Minutes**

4.a. June 1, 2016 Meeting Minutes

**Motion made by Councilor Weinstein to accept the June 1, 2016 Meeting Minutes.**  
**Seconded by Councilor Pike.**

A minor typographical error was corrected.

**Poll of the Council. Motion carries 6-0.**

### **5. Report of the Town Administrator**

Town Administrator Fournier reported on the following:

- **Tax Bills:** The Town Clerk/Tax Collector issued the tax bills the first week of June. The bills will be due July 5.
- **Tax Payer's Whitepaper for fiscal year ending 2016:** Shows exactly how much the average homeowner pays for each of the Town Departments. For example, the average home value in Newmarket is \$250,000. A person living in a \$250,000 home pays, \$4.01 annually for the Town Council services; \$266.74 annually for police services and \$69.49 for Fire and Rescue services.
- **Summer Schedule:** In the past the Council has had difficulty trying to get quorums due to summer vacations. If there is no objection from the Council, Town Administrator Fournier will cancel the July 6 and August 3 Town Council meetings.
- **FY2016 Operating Budget:** 87% of the general fund has been expended and 85% has been expended of the total budget. The areas that are not normal is the Town Administrator Office Budget; 105% expended due to the MRI consulting contract. Revenues are higher than anticipated. \$23.3M in revenues was budgeted and the town has collected \$23.9M. This includes an additional \$123,162 in unexpected property taxes, \$43,374 in motor vehicle registrations, \$63,000 in Ambulance receipts, and \$43,000 refund from the NH Health Trust. The Building permits are right on schedule. After discussions with the Finance Director, it is anticipated that it will be right on budget with expenditures, and higher than anticipated for revenues. The final figures will not be available until the end of the fiscal year.

- **Online Permitting Software:** The Town Administrator, Director of IT, Building Inspector and the Planning and Zoning Administrator met with a company that provides online permitting for a number of items. They were very impressed with it and will move forward with implementing it, hoping to have it live by summer's end.
- **Website Redesign:** Shortly there will be a release of an update to the town website. It was last updated 3 years ago. Many people no longer access websites from a computer, but from a tablet or mobile device. The new design will make it much more user-friendly for these individuals.
- **Ongoing Projects:** Town Administrator Fournier explained that this will be a new section in his monthly report to the Councilors. He will not orally report it to the Council at the meeting, but will use this as chance to update on any developments in ongoing projects. This public report can be found on the town's website within the monthly TA report in the Town Council Meeting Packets.

Discussion:

Councilor Weinstein said she liked the new addition of "ongoing projects" to the Town Administrator's Report.

Councilor Thompson commented on the proposed update to the website and inquired whether or not important information/emergency news would continue to appear on the first page. Town Administrator Fournier said that it would; important daily information will be in the form of "headlines" on the first page of the website.

Councilor Pike noticed current use tax revenue was up substantially compared to last year and asked the Town Administrator to explain the current use tax credit process.

Town Administrator Fournier explained that current use tax credit is for individuals owning at least 10 acres of contiguous undeveloped land that apply and qualify for a current use tax credit. It is the means for encouraging preservation of open space. Land classified as open space land and assessed at current use values shall be assessed at current use values until a change in land use occurs. The land use change tax is 10% of full and true value. There were subdivisions this year where land was taken out of current use and the 10% change tax collected is where the increase in current use tax revenue comes from.

Councilor Bowden questioned whether or not there was a monthly fee associated with the new online permitting software.

Town Administrator Fournier explained that there would be no fees; the convenience fee, borne by the applicant, would cover software fees. He said that there are a number of area communities already using the program.

Councilor Weinstein commented on Chief Cyr's monthly report regarding his concerns with the Department's ongoing cases involving serious mental health illness. She said it is concerning for a town for safety reasons and also the strain that it places on the Police Department. Councilor Weinstein wanted the community to be aware of the two significant mental health illness cases the Department is working on.



Councilor Pike suggested occasionally reviewing the format of the Department reports, specifically the Fire and Rescue report. There is a level of detail in a week where incidents happen that is not that helpful, for example one chart shows an increase in the number of incidents; it may be more helpful to show what the incidents are by month for the past year or two. He commented that the Planning Director's report is updated each month making it easier to see what is current.

Chairman Levy asked if NH DOT signed the Downtown Improvement Project contract. Town Administrator Fournier explained that the contract has been signed by NH DOT, but he hasn't signed it on behalf of the Town yet. They plan to have a "kick-off" meeting Tuesday to finalize everything.

**6. Committee Reports:**

Councilor Burns reported that the Planning Board met last night. The Board held a public hearing on the Future Land Use Chapter of the Master Plan. The Consultant was present, as well as some of the Abutters. The Board voted to close the public hearing, but continue their discussion and vote to the July 12, 2016 meeting.

Applications the Board approved: Lot merger at 51 Exeter Road – Cheney Properties and Conversion of 3 apartments to condominiums on Spring Street.

Cases continued to the July meeting: Dame Road application and Exeter Road/ Forbes Road application.

Councilor Pike updated the Council on the previous Macallen Dam Committee meeting. The Engineer from NH DES is no longer calling for a stability analysis of the main spillway of the dam as long as there are no modifications made to the dam. They are close to knowing how high the abutments need to be and they received a lot of good comments from the State. The Committee also voted to solicit a legal opinion on the appeals process. One of the requirements is that the flows be calculated in a "gates closed" situation and there have been members of the committee that felt that that was something that could be appealed. He noted for the record that getting the legal opinion stating they could appeal doesn't mean that they would.

Councilor Pike reported that the School Board/Town Council Joint Meeting will likely go to Cape Elizabeth Monday, June 20<sup>th</sup> for a site visit.

Chairman Levy asked the Town Administrator if he would look into having the town's attorney give clarification to the Planning Board about the legal opinion they received regarding the Planning Board's authority in requiring certain architectural design standards on Planning Board applications. He said there seemed to be some confusion on the Board's part at the May Planning Board meeting.

**7. Old Business**

7.a. Resolutions/Ordinances in the 2<sup>nd</sup> Reading

There are none.

7.a.i. **Resolution #2015/2016-52** – Resolution authorizing the designation of a portion of Rt. 152 as an Economic Recovery Zone. Town Administrator Fournier suggested tabling Resolution #2015/2016-52 until after the Future Land Use Chapter of the Master Plan is finalized.



**Motion made by Councilor Burns to table action on Resolution #2015/2016-52 until the Planning Board adopts the Future Land Use Chapter of the Master Plan. Seconded by Councilor Thompson.**

**Pole of the Council. Motion carries 6-0.**

Town Administrator Fournier said that Resolution #2015/2016-52 shall stay on the table until the Council votes to take it off.

7.a.ii. **Resolution #2015/2016-53** – Resolution to Ward #2 Heating Oil, Liquid Propane, Regular Gasoline and Clear Diesel Contracts.

**Motion made by Councilor Pike to accept Resolution #2015/2016-53. Seconded by Councilor Thompson.**

Interim Finance Director Angell said that with heating oil they made a combined effort with the School. They contacted seven (7) companies and received four (4) bids. Hanscom's Truck Stop, Inc., came in at the lowest bid; they have served the town the last couple of years and the town's been happy with their services. It is recommended to award the bid to Hanscom's Truck Stop, Inc., for \$1.72 per gallon.

Three (3) proposals for liquid propane were submitted. Although Irving came in at a lower bid, it is recommended to award the bid to D.F. Richard for \$1.39 per gallon. Irving did not include replacing the propane tanks in their submitted bid; they also wanted the Town Administrator to enter into a contract before going to the Council; the deal they offered was only good that day and the town would incur additional costs resulting from replacing the propane tanks.

Hanscom's Truck Stop, Inc. was the sole bid the Town received for gasoline at \$0.135 per gallon over rack.

The Town received two (2) proposals for clear diesel. Hanscom's Truck Stop, Inc., fixed fee option is recommended at \$2.25 per gallon. Although Irving's proposal had the lowest cost over rack, they did not submit a proposal for a fixed fee option. A fixed fee is favored by management, because it stabilizes price fluctuation risk throughout the budget period.

Discussion ensued over the ownership of propane tanks. Chairman Levy said if the Town switches propane companies they have to buy their tanks and will always be in this cycle. He suggested the Town buy their own tanks. Town Administrator Fournier said that the propane companies would not insure propane tanks that they didn't own and maintain.

Chairman Levy would like to know how many propane tanks the Town has, and how much it would cost to purchase our own tanks.

Councilor Bowden commented that it is a 2 ½ cent difference between the bids, and wondered how much money it would be to purchase new tanks, maintain them and have them certified.

**Poll of the Council. The motion carries 6-0.**

**7. a.iii. Resolution #2015/2016-54 – Vehicle Maintenance.**

**Motion made by Councilor Weinstein to accept Resolution #2015/2016-54. Seconded by Councilor Pike.**

Interim Finance Director Angell said the Town received two (2) bids – Auto Excellence and Portsmouth Ford. The current contract with Auto Excellence expires June 30, 2016. Auto Excellence's bid came in at \$60.00 per hour for labor with 15% markup on parts and materials. Portsmouth Ford's bid came in at \$90.00 per hour for labor with 25% markup on parts and materials. It is recommended to award the bid to Auto Excellence.

Town Administrator Fournier said he reached out to larger municipalities that operate their own maintenance facilities and no one was interested in servicing the towns' vehicles because they were too busy.

Councilor Bowden inquired about the bidding process.

Interim Town Administrator Angell said that he puts the bids in two local newspapers, on the town's website and hand delivered a few.

Town Administrator Fournier said he sometimes puts bids on the NH Municipal Association's (NHMA) website that is statewide. He further stated that New Hampshire has no "bidding" laws. The Town has its own policy.

**Poll of the Council. Motion carries 6-0.**

**7.a.iv. Resolution #2015/2016-55 – Resolution Relating to Health Trust Membership**

**Motion made by Councilor Weinstein to accept Resolution #2015/2016-55. Seconded by Councilor Pike.**

Interim Finance Director Angell explained that they had solicited three (3) vendors, Health Trust (the town's current carrier), School Care and Harvard Pilgrim. School Care would generate the highest "Cadillac tax", under the Affordable Care Act and Harvard Pilgrim would generate the second highest "Cadillac tax". With Health Trust there will be no "Cadillac tax". Harvard Pilgrim and Health Trust were comparable, but the Town would have to enter into union negotiations in order to accept Harvard Pilgrim. Health Trust is the recommended health care provider.

Town Administrator Fournier explained that when a health program is too rich by federal guidelines a penalty is assigned that the Town would incur on a yearly basis, and the employee would also have to pay a penalty. He said that employees not covered by a collective bargaining agreement were offered a second plan with a higher deductible and less cost to the employees.

Chairman Levy asked if the Town offered insurance to employees that are not married. Interim Finance Director Angell said they do. Mr. Fournier explained that employees are covered by insurance under the domestic partnership laws that are still in effect. These laws were enacted before same sex marriages were legalized.

**Poll of the Council. Motion carries 6-0.**

**8. New Business/Correspondence**



**8.d. Closing Comments by Town Council**

Councilor Weinstein asked if there was a time-line to when the Council sets their annual goals. She said it typically happens shortly after the Town Election.

Town Administrator Fournier asked if the Council wanted to wait until after they receive the MRI Report. He suggested that the Council set a town-wide goal setting session with the Department Heads and retain a facilitator from Primex (a service they provide at no cost to the Town). Town Administrator Fournier expects to have the MRI Study by mid-summer and then he may schedule a special meeting for the presentation.

Councilor Weinstein voiced concern over running out of time to get this accomplished. She said that it is already the middle of June, and then it will be budget season, followed by the holidays.

Town Administrator Fournier said he will forward information to the Councilors on how the facilitating process works regarding goal setting.

The general consensus of the Council was to wait until they receive the MRI Study and then hold a Council Meeting to set up goals for the Town Council and guidelines of when to start the process of setting goals for the Town Council as well as for the Town Administrator.

**9. Adjournment**

**Motion made by Councilor Thompson to adjourn at 8:01pm. Seconded by Councilor Bowden.**

**Poll of the Council. Motion carries 6-0.**

Respectfully submitted,

Wendy V. Chase  
Recording Secretary





TOWN OF NEWMARKET, NEW HAMPSHIRE  
OFFICE of the TOWN ADMINISTRATOR

## **REPORT OF THE TOWN ADMINISTRATOR**

### **July 20, 2016**

**Downtown Pedestrian Improvement Project:** The downtown pedestrian improvement project is underway. In order to reduce the length of the project, noise and dust for the residents and businesses in the area, it was determined that we will be implementing the same one way traffic pattern that was in place for the Downtown Reconstruction Project between 2008 and 2010. This will allow Target Construction to get in, address one side of the street, and then switch over.

We are holding a public information session on July 19 to address any concerns, especially for people in the area. The one way pattern should start shortly, and will be in place for about 4 weeks.

**Summer Schedule:** just a reminder that the August 3 meeting has been cancelled. The next Town Council meeting will be August 17.

**FY2016 Operating Budget:** We are currently in the process of closing out FY16. Attches to this report is the *preliminary* expense and revenue report for June 2016. We will not have the final numbers until sometime in August, due to bills from the previous fiscal year still coming in.

That being said, we are on track to come in under budget at this time. We have expended 96% of the General Fund Budget, which is \$284,355 under budget. This number will shrink with the completion of the first phase of the Bennet Way Sidewalk. Welfare continues to come in under budget. We did see an overage in Legal due to special cases.

Revenues are also coming in higher than anticipated. Motor Vehicle Registrations are \$176,088 higher than anticipated. Building Permits came in \$6,056 higher than budgeted, and ambulance receipts came in \$47,856 higher than projected.

We will have a rough estimate of the contribution to fund balance at the next meeting.

**Council Chambers Technology Upgrades:** The Cable Channel Director, IT Director, Building Inspector and I have been meeting looking to upgrade technology in the Council Chambers. First, we will be replacing the "press to talk system" with an updated version. For those who may not know, this is a custom made system that is starting to fail. The new system, which was made for meetings, will allow for muting of mics, speaker timers for the individuals, voting buttons and a better control system for the chair. In addition, we will try to eliminate the excess of wires under the council's dais. In addition, we are looking to upgrade the cameras in council chambers to HD. While channel 13 is not HD, our online videos are. This will provide a clearer picture for both system. At the same time, we will work to make the area more aesthetically pleasing. We are finalizing the cost now.

## ONGOING PROJECTS

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\*\*\*This will be a new section in my monthly reports. I will not orally report this to the Town Council at the meeting, but will use this as a chance to update on any developments in ongoing projects. \*\*\*

**Rt. 108 South Bike Lane Project:** We have submitted the engineering revision to the NHDOT for review. We have heard from DOT that they are very backed up with review due to another project. They will try to get an answer to us within the week.

**Rt. 108 Water Line Replacement:** We have are finalizing the penalties for the delay in the project. The amount should be between \$4,000 and \$6,000. They are going to incur all costs associated with the traffic controls during that period. There are no additional costs to the Town due to the extension

**Organizational Study:** MRI is completing the report. We have met a few times to discuss council comments.

**Shared Services:** The Superintendent of Schools and I have met since she began on July 1. We are currently reviewing job descriptions for the director of three departments to see how we can consolidate: Finance, Facilities and Technology. We are meeting on July 21 and will try to schedule a meeting with the subcommittee shortly.

Councilor Pike provided the Council field notes from the subcommittee's trip to Cape Elizabeth.

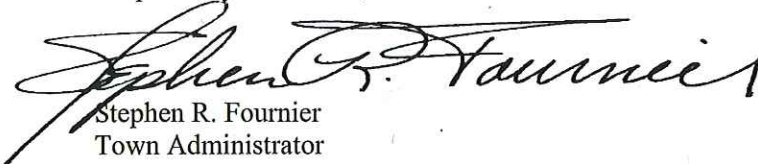
The Town Administrators of Durham, Exeter Stratham and I interviewed an intern to study areas that the four towns can share services. He will begin August 1 and work out of Exeter.

**Solid Waste:** We are issuing the RFP by the end of July.

**Road Study:** As of July 13, we have the final data and have prioritized the roads. I am waiting for the formulas on determining some classifications from UNH and DOT. We will have a report by August meeting outlining the roads that we are recommending for the next 6 years (CIP schedule) to repair by priority and affordability for about what we are currently budgeting. The Department of Public Works Director and I both like the program that UNH is developing. Please remember that we are a beta testing site.

**Downtown Pedestrian Improvements:** See above.

Respectfully Submitted,



Stephen R. Fournier  
Town Administrator



Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended June 30, 2016

		Fiscal Year 2016					Fiscal Year 2015					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year Expended	Percent Expended	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Expended
Town Council			19,300.00	746.25	20,000.45	-700.45	104%	22,635.00	1,267.50	21,042.69	1,592.31	93%
Town Administrator			176,994.00	24,336.20	218,933.71	-41,939.71	124%	173,027.00	20,951.38	178,219.38	-5,192.38	103%
Finance			200,975.00	8,219.89	199,046.33	1,928.67	99%	192,733.00	24,842.33	180,234.09	12,498.91	94%
Human Resource			1,371,879.00	95,234.09	1,333,474.51	38,404.49	97%	1,326,500.00	71,640.28	1,214,245.66	112,254.34	92%
Town Clerk/Tax Collector			162,270.00	14,317.74	163,854.45	-1,584.45	101%	158,157.00	21,079.63	161,542.22	-3,385.22	102%
Recreation G.F.			210,407.00	15,670.93	210,463.54	-56.54	100%	204,114.00	30,234.91	206,348.65	-2,234.65	101%
Code Enforcement			67,253.00	5,280.93	68,410.87	-1,157.87	102%	67,063.00	8,731.63	70,483.03	-3,420.03	105%
Direct Assistance			48,220.00	2,167.88	27,168.44	21,051.56	56%	35,768.00	5,516.46	34,092.43	1,675.57	95%
Assessing			63,900.00	5,040.97	59,556.94	4,343.06	93%	49,883.00	7,448.90	45,804.90	4,078.10	92%
Legal			80,000.00	10,350.43	103,880.69	-23,880.69	130%	82,500.00	21,515.32	90,307.51	-7,807.51	109%
Planning			129,153.00	9,013.72	113,371.82	15,781.18	88%	128,153.00	25,529.63	130,517.05	-2,364.05	102%
Conservation			1,941.00	143.90	2,252.02	-311.02	116%	2,501.00	1,131.25	3,526.22	-1,025.22	141%
Economic Development			1,000.00	0.00	0.00	1,000.00	0%	13,845.00	2,000.00	15,450.00	-1,605.00	112%
Debt Services			131,959.00	0.00	134,158.32	-2,199.32	102%	138,459.00	0.00	138,458.32	0.68	100%
Information Technology			131,752.00	7,168.07	124,252.15	7,499.85	94%	134,610.00	9,444.21	127,557.54	7,052.46	95%
Channel 13			30,387.00	2,005.84	26,985.40	3,401.60	89%	29,387.00	4,679.44	29,646.79	-259.79	101%
Police			1,308,012.00	95,377.25	1,209,883.98	98,128.02	92%	1,249,752.00	146,266.23	1,245,786.92	3,965.08	100%
Public Works			417,347.00	30,100.60	386,703.81	30,643.19	93%	428,947.00	47,851.59	451,047.52	-22,100.52	105%
Roadways & Sidewalks			386,570.00	2,461.18	289,635.68	96,934.32	75%	420,890.00	19,938.18	403,219.96	17,670.04	96%
Street Lights			46,250.00	3,613.00	46,744.32	-494.32	101%	43,750.00	8,169.22	49,029.84	-5,279.84	112%
Building & Grounds			468,202.00	30,299.81	449,126.97	19,075.03	96%	479,185.00	50,890.34	492,391.54	-13,206.54	103%
Cemetery			36,963.00	2,400.04	26,948.15	10,014.85	73%	35,278.00	4,710.15	28,138.75	7,139.25	80%
Vehicle			197,700.00	8,677.50	176,503.98	21,196.02	89%	210,935.00	17,037.83	221,346.96	-10,411.96	105%

Fire & Rescue	334,185.00	24,803.35	353,465.52	-19,280.52	106%	347,585.00	37,800.08	362,046.11	-14,461.11	104%
Emergency Management	1,950.00	992.00	2,734.00	-784.00	140%	1,500.00	750.00	750.00	750.00	50%
Grants	69,300.00	1,187.50	56,957.50	12,342.50	82%	67,048.00	10,200.00	63,525.00	3,523.00	95%
Social Service Grant	43,429.00	0.00	48,429.00	-5,000.00	112%	45,023.00	500.00	45,023.00	0.00	100%
Capital Reserve	512,949.00	0.00	512,949.00	0.00	100%	327,613.00	0.00	327,613.00	0.00	100%
Transfers	0.00	0.00	0.00	0.00	0%	117.00	420.00	537.00	-420.00	459%
<b>General Fund</b>	<b>6,650,247.00</b>	<b>399,608.07</b>	<b>6,365,891.55</b>	<b>284,355.45</b>	<b>96%</b>	<b>6,416,958.00</b>	<b>600,546.49</b>	<b>6,337,932.08</b>	<b>79,025.92</b>	<b>99%</b>
Library	314,033.00	19,559.69	296,263.28	17,769.72	94%	303,736.00	31,603.83	293,410.62	10,325.38	97%
Recreation	199,670.00	15,669.63	211,247.58	-11,577.58	106%	191,172.00	17,825.04	159,888.48	31,283.52	84%
Solid Waste	443,981.00	36,457.71	430,031.60	13,949.40	97%	449,611.00	89,320.80	461,462.50	-11,851.50	103%
Water	947,051.00	31,028.82	853,445.22	93,605.78	90%	829,062.00	37,849.19	819,961.07	9,100.93	99%
Sewer	1,101,437.00	63,305.99	967,770.45	133,666.55	88%	947,896.00	104,147.69	927,942.41	19,953.59	98%
<b>Total Operating Budget</b>	<b>9,656,419.00</b>	<b>565,630.91</b>	<b>9,124,649.68</b>	<b>531,769.32</b>	<b>94%</b>	<b>9,138,435.00</b>	<b>881,293.04</b>	<b>9,000,597.16</b>	<b>137,837.84</b>	<b>98%</b>



Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended June 30, 2016

Fiscal Year 2016										Fiscal Year 2015									
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Expended	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Expended							
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	11,000.00	0.00	100%	11,000.00	0.00	11,000.00	0.00	100%							
	01-401-103-0000	TC - PART-TIME	7,800.00	746.25	8,951.25	-1,151.25	115%	8,980.00	1,267.50	9,457.50	-477.50	105%							
	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	0.00	49.20	200.80	20%	2,405.00	0.00	405.19	1,999.81	17%							
	01-401-222-0000	TC - COMMITTEE SUPPORT	0.00	0.00	0.00	0.00	0%	0.00	0.00	180.00	-180.00	0%							
			19,300.00	746.25	20,000.45	-700.45	104%	22,635.00	1,267.50	21,042.69	1,592.31	93%							
Town Administrator	01-402-101-0000	TA - FULL TIME SALARIES	129,394.00	10,138.08	137,472.06	-8,078.06	106%	126,394.00	14,464.37	128,081.38	-1,687.38	101%							
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	382.50	2,447.89	1,552.11	61%	4,000.00	106.35	3,579.92	420.08	89%							
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,000.00	1,470.44	5,111.76	-2,111.76	170%	3,000.00	170%	3,551.54	-551.54	118%							
	01-402-201-0000	TA - POSTAGE	3,000.00	191.99	3,202.45	-202.45	107%	3,000.00	156.88	2,163.25	836.75	72%							
	01-402-202-0000	TA - GENERAL SUPPLIES	11,000.00	413.62	6,792.39	4,207.61	62%	10,883.00	946.05	11,336.45	-453.45	104%							
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,100.00	334.30	3,944.47	155.53	96%	4,000.00	568.62	4,192.18	-192.18	105%							
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	9,000.00	0.00	8,718.67	281.33	97%	8,000.00	317.66	10,448.48	-2,448.48	131%							
	01-402-310-0003	TA - ADVERTISING	2,500.00	40.00	1,771.07	728.93	71%	2,500.00	1,928.49	5,096.64	-2,596.64	204%							
	01-402-310-0005	TA - BOOKS	500.00	281.86	806.55	-306.55	161%	750.00	0.00	300.00	450.00	40%							
	01-402-402-0000	TA - EQUIPMENT MAINTENANCE	5,000.00	1,277.42	7,846.32	-2,846.32	157%	5,000.00	1,461.72	6,215.33	-1,215.33	124%							
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,000.00	0.00	2,665.60	334.40	89%	3,000.00	452.85	3,254.21	-254.21	108%							
	01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	9,805.99	38,154.48	-35,654.48	1526%	2,500.00	0.00	0.00	2,500.00	0%							
			176,994.00	24,336.20	218,933.71	-41,939.71	124%	173,027.00	20,951.38	178,219.38	-5,192.38	103%							
	Finance	01-403-100-0000	FINANCE - ELECTED OFFICIALS	900.00	0.00	0.00	900.00	0%	5,900.00	1,016.67	5,600.04	299.96	95%						
01-403-101-0000		FINANCE - FULL TIME SALARIES	163,725.00	6,730.93	165,239.45	-1,514.45	101%	154,025.00	22,745.64	144,929.83	9,095.17	94%							
01-403-103-0000		FINANCE - PART TIME SALARIES	5,000.00	416.67	5,000.04	-0.04	100%	0.00	0.00	0.00	0.00	0%							
01-403-190-0000		FINANCE - TRAINING/STAFF DEVELOPMENT	0.00	0.00	99.12	-99.12	0%	0.00	0.00	0.00	0.00	0%							
01-403-202-0000		FINANCE - GENERAL SUPPLIES	5,000.00	235.74	3,363.49	1,636.51	67%	6,362.00	798.01	5,824.71	537.29	92%							
01-403-301-0000		FINANCE - COMMUNICATIONS SERVICES	2,400.00	76.26	2,332.46	67.54	97%	4,831.00	282.01	2,315.42	2,515.58	48%							
01-403-310-0001		FINANCE - BUDGET COMMITTEE EXPENSE	600.00	0.00	18.96	581.04	3%	200.00	0.00	0.00	200.00	0%							
01-403-310-0002		FINANCE - DUES/SUBSCRIPTIONS	300.00	0.00	0.00	300.00	0%	0.00	0.00	0.00	0.00	0%							
01-403-310-0003		FINANCE - ADVERTISING	1,000.00	760.29	1,096.52	-96.52	110%	153.00	0.00	152.95	0.05	100%							
01-403-402-0000		FINANCE - EQUIPMENT MAINTENANCE	600.00	0.00	446.29	153.71	74%	712.00	0.00	861.14	-149.14	121%							
01-403-703-0000	FINANCE - AUDIT	21,450.00	0.00	21,450.00	0.00	100%	20,550.00	0.00	20,550.00	0.00	100%								
		200,975.00	8,219.89	199,046.33	1,928.67	99%	192,733.00	24,842.33	180,234.09	12,498.91	94%								

01-404-150-0000	EMP BEN - FICA	111,000.00	8,398.31	108,473.86	2,526.14	98%	113,674.00	14,083.80	117,447.19	-3,773.19	103%
01-404-151-0000	EMP BEN - MEDICARE	43,407.00	2,206.57	39,946.26	3,946.74	91%	40,407.00	4,767.79	41,491.82	-1,084.82	103%
01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	750.00	10.00	831.00	-81.00	111%	1,000.00	0.00	393.00	607.00	39%
01-404-155-0000	EMP BEN - HEALTH INSURANCE	526,976.00	48,840.30	526,117.53	858.47	100%	552,123.00	3,354.07	480,701.25	71,421.75	87%
01-404-156-0000	EMP BEN - NH RETIREMENT	397,313.00	31,163.75	401,977.90	-4,664.90	101%	390,020.00	46,206.64	399,871.12	-9,851.12	103%
01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	25,575.00	4,649.16	26,027.64	-452.64	102%	28,639.00	4,083.04	23,941.54	4,697.46	84%
01-404-160-0000	EMP BEN - WORKERS COMPENSATION	113,990.00	-427.00	114,411.59	-421.59	100%	45,904.00	-999.06	43,747.16	2,156.84	95%
01-404-161-0000	EMP BEN - UNEMPLOYMENT	6,523.00	0.00	2,797.28	3,725.72	43%	4,203.00	0.00	4,202.31	0.69	100%
01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	393.00	1,079.04	-479.04	180%	600.00	144.00	732.00	-132.00	122%
01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	2,500.00	0.00	1,673.41	826.59	67%	0.00	0.00	788.27	-788.27	0%
01-404-197-0000	EMP BEN - MERIT INCREASE POOL	35,000.00	0.00	0.00	35,000.00	0%	50,000.00	0.00	0.00	50,000.00	0%
01-404-198-0000	EMP BEN - LONGEVITY	18,675.00	0.00	15,750.00	2,925.00	84%	14,625.00	0.00	14,625.00	0.00	100%
01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANCE	89,570.00	0.00	93,845.00	-4,275.00	105%	85,305.00	0.00	85,305.00	0.00	100%
01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	0.00	0.00	1,030.00	-1,030.00	0%	0.00	0.00	1,000.00	-1,000.00	0%
Human Resource		1,371,879.00	95,234.09	1,333,474.51	38,404.49	97%	1,326,500.00	71,640.28	1,214,245.66	112,254.34	97%
01-405-101-0000	TC/TC - FULL TIME SALARIES	101,548.00	8,146.36	102,898.58	-1,350.58	101%	99,362.00	13,303.00	103,247.95	-3,885.95	104%
01-405-103-0000	TC/TC - PART TIME SALARIES	27,410.00	1,946.26	29,711.89	-2,301.89	108%	26,581.00	3,687.12	30,735.83	-4,154.83	116%
01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	5,106.00	0.00	5,055.00	51.00	99%	4,040.00	0.00	3,980.25	59.75	99%
01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	2,600.00	86.94	1,098.62	1,501.38	42%	1,813.00	875.00	2,447.80	-634.80	135%
01-405-201-0000	TC/TC - POSTAGE	8,966.00	2,447.46	9,997.19	-1,031.19	112%	6,966.00	2,319.17	9,536.15	-2,570.15	137%
01-405-201-1000	TC/TC - SPECIAL POSTAGE	0.00	0.00	0.00	0.00	0%	2,600.00	0.00	0.00	2,600.00	0%
01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	948.64	2,974.35	325.65	90%	3,300.00	58.10	2,302.67	997.33	70%
01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	124.13	1,351.34	248.66	84%	1,600.00	248.27	1,595.08	4.92	100%
01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	360.00	0.00	130.00	230.00	36%	650.00	0.00	307.90	342.10	47%
01-405-310-0003	TC/TC - ADVERTISING	0.00	0.00	231.33	-231.33	0%	200.00	0.00	128.80	71.20	64%
01-405-310-0070	TC/TC - ELECTION/REGISTRATION	4,380.00	126.76	3,711.38	668.62	85%	4,975.00	0.00	4,924.17	50.83	99%
01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	225.00	982.00	418.00	70%	1,400.00	0.00	997.16	402.84	71%
01-405-702-0000	TC/TC - DEED RESEARCH	2,600.00	266.19	1,820.14	779.86	70%	2,600.00	1,702.31	2,081.90	518.10	80%
01-405-702-1000	TC/TC - CODIFICATION	500.00	0.00	1,392.63	-892.63	279%	700.00	-1,669.65	-1,669.65	2,369.65	-239%
01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	2,500.00	0.00	100%	1,370.00	556.31	926.21	443.79	68%
Town Clerk/Tax Collector		162,270.00	14,317.74	163,854.45	-1,584.45	101%	158,157.00	21,079.63	161,542.22	-3,385.22	102%
01-406-101-0000	RECREATION-FULL TIME SALARIES	145,666.00	11,863.58	150,188.61	-3,522.61	102%	146,666.00	19,059.07	151,338.19	-4,672.19	103%
01-406-103-0000	RECREATION-PART TIME SALARIES	43,434.00	3,245.82	41,076.77	2,357.23	95%	35,006.00	4,909.53	31,606.33	3,399.67	90%
01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	0.00	2,543.13	-543.13	127%	2,000.00	143.51	1,923.99	76.01	96%
01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%
01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	0.00	78.95	221.05	26%	300.00	22.14	49.37	250.63	16%
01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	337.24	1,162.76	22%	1,500.00	359.51	1,176.84	323.16	78%
01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	141.74	1,499.06	150.94	91%	1,650.00	433.65	1,619.23	30.77	98%
01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,288.00	284.81	3,026.96	261.04	92%	3,159.00	655.34	3,791.05	-632.05	120%
01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	1,233.00	0.00	1,211.31	21.69	98%	645.00	99.98	1,112.89	-467.89	173%
01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	6,636.00	134.98	6,932.71	-296.71	104%	7,188.00	2,635.93	8,643.81	-1,455.81	120%
01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	1,189.27	10.73	99%	1,200.00	728.23	728.23	471.77	61%
01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	2,200.00	0.00	2,379.53	-179.53	108%	4,500.00	1,188.02	4,358.72	141.28	97%
Recreation G.F.		210,407.00	15,670.93	210,463.54	-56.54	100%	204,114.00	30,234.91	206,348.65	-2,234.65	101%



01-407-101-0000	CODE - FULL-TIME SALARIES	25,355.00	1,950.64	25,242.64	112.36	100%	25,355.00	3,157.42	26,556.22	-1,201.22	105%
01-407-103-0000	CODE - PART TIME SALARIES	37,318.00	3,234.35	38,702.25	-1,384.25	104%	37,658.00	5,293.34	41,044.94	-3,386.94	109%
01-407-190-0000	CODE - TRAINING	1,000.00	0.00	814.00	186.00	81%	500.00	0.00	405.00	95.00	81%
01-407-201-0000	CODE - POSTAGE	130.00	8.79	72.03	57.97	55%	300.00	21.34	136.82	163.18	46%
01-407-202-0000	CODE - GENERAL SUPPLIES	2,700.00	0.00	2,110.05	589.95	78%	1,500.00	0.00	992.62	507.38	66%
01-407-301-0000	CODE - TELEPHONE	500.00	87.15	1,002.90	-502.90	201%	1,000.00	124.53	922.48	77.52	92%
01-407-310-0002	CODE - DUES/SUBSCRIPTIONS	0.00	0.00	467.00	-467.00	0%	500.00	135.00	424.95	75.05	85%
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											
01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	22,320.00	1,411.84	18,587.17	3,732.83	83%	21,320.00	2,584.94	19,417.50	1,902.50	91%
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	31.04	346.37	-146.37	173%	200.00	61.52	612.30	-412.30	306%
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	1,500.00	0.00	0.00	1,500.00	0%	2,000.00	0.00	60.00	1,940.00	3%
01-408-315-0039	DIR ASSIST - RENT	15,000.00	725.00	6,825.00	8,175.00	46%	11,000.00	1,370.00	12,305.00	-1,305.00	112%
01-408-315-0040	DIR ASSIST - ELECTRICITY	1,500.00	0.00	500.00	1,000.00	33%	850.00	0.00	0.00	850.00	0%
01-408-315-0041	DIR ASSIST - HEAT	2,500.00	0.00	159.90	2,340.10	6%	0.00	0.00	0.00	0.00	0%
01-408-315-0042	DIR ASSIST - MEDICAL	2,000.00	0.00	0.00	2,000.00	0%	198.00	0.00	197.63	0.37	100%
01-408-315-0043	DIR ASSIST - MISCELLANEOUS	3,000.00	0.00	750.00	2,250.00	25%	0.00	1,500.00	1,500.00	-1,500.00	0%
Direct Assistance											
01-409-130-0000	ASSESS - CONTRACTED SERVICES	48,220.00	2,167.88	27,168.44	21,051.56	56%	35,768.00	5,516.46	34,092.43	1,675.57	95%
01-409-190-0000	ASSESS - TRAINING	55,000.00	5,039.58	59,516.38	-4,516.38	108%	42,068.00	7,438.75	37,993.00	4,075.00	90%
01-409-201-0000	ASSESS - POSTAGE	500.00	1.39	40.56	459.44	8%	213.00	0.00	212.75	0.25	100%
01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	0.00	0.00	500.00	0%	82.00	10.15	84.62	-2.62	103%
01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	350.00	0.00	0.00	350.00	0%	100.00	0.00	94.53	5.47	95%
01-409-407-0000	ASSESS - SOFTWARE	7,550.00	0.00	0.00	7,550.00	0%	20.00	0.00	20.00	0.00	100%
Assessing											
01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	10,350.43	103,880.69	-23,880.69	130%	82,500.00	21,515.32	90,307.51	-7,807.51	109%
Legal											
01-411-101-0000	PLAN - FULL TIME SALARIES	95,708.00	7,594.32	96,253.33	-545.33	101%	95,708.00	12,225.35	98,360.64	-2,652.64	103%
01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	1,345.90	654.10	67%	2,000.00	125.10	1,365.57	634.43	68%
01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	16.20	1,283.10	216.90	86%	1,500.00	415.91	613.64	886.36	41%
01-411-201-0000	PLAN - POSTAGE	2,000.00	18.37	1,776.30	223.70	89%	2,000.00	248.68	1,418.09	581.91	71%
01-411-202-0000	PLAN - GENERAL SUPPLIES	2,000.00	202.85	2,920.44	-920.44	146%	2,000.00	965.00	3,529.63	-1,529.63	176%
01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	1,000.00	4,000.00	0.00	100%	4,000.00	0.00	4,000.00	0.00	100%
01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	600.00	55.22	598.84	1.16	100%	600.00	110.80	702.24	-102.24	117%
01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,345.00	0.00	490.00	7,855.00	6%	8,345.00	7,999.24	7,999.24	345.76	96%
01-411-310-0003	PLAN - ADVERTISING	2,000.00	126.76	2,696.41	-696.41	135%	2,000.00	1,257.02	1,949.32	50.68	97%
01-411-702-0000	PLAN - TAX MAPS	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	25.00	25.00	-25.00	0%
01-411-703-0000	PLAN - CONTRACTED SERVICES	10,000.00	0.00	1,007.50	8,992.50	10%	10,000.00	2,207.53	10,553.68	-553.68	106%
Planning											
01-413-103-0000	CON COMM - PT RECORDING SECRETARY	129,153.00	9,013.72	113,371.82	15,781.18	88%	128,153.00	25,529.63	130,517.05	-2,364.05	102%
01-413-201-0000	CON COMM - POSTAGE	1,000.00	142.50	1,530.00	-530.00	153%	1,560.00	131.25	2,032.50	-472.50	130%
01-413-202-0000	CON COMM - GENERAL SUPPLI	60.00	1.40	8.85	51.15	15%	60.00	0.00	0.00	60.00	0%
01-413-310-0002	CON COMM - DUES/SUBSCRIPT	200.00	0.00	200.00	0.00	100%	200.00	1,000.00	1,000.00	-800.00	500%
01-413-702-0000	CON COMM - CONTRACTED SERVICES	390.00	0.00	363.00	27.00	93%	390.00	0.00	330.00	60.00	85%
Conservation											
01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	150.17	140.83	52%	291.00	0.00	163.72	127.28	56%
01-413-702-0000	CON COMM - CONTRACTED SERVICES	1,941.00	143.90	2,252.02	-311.02	116%	2,501.00	1,131.25	3,526.22	-1,025.22	141%

Economic Development	01-414-310-0000	ECON DEV - OPERATING EXPENSE	1,000.00	0.00	0.00	1,000.00	0%	13,845.00	2,000.00	15,360.00	-1,515.00	111%
	01-414-702-0000	ECON DEV - CONTRACTED SERVIC	0.00	0.00	0.00	0.00	0%	0.00	0.00	90.00	-90.00	0%
			1,000.00	0.00	0.00	1,000.00	0%	13,845.00	2,000.00	15,450.00	-1,605.00	112%
Debt Services	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	31,959.00	0.00	34,158.32	-2,199.32	107%	38,459.00	0.00	38,458.32	0.68	100%
			131,959.00	0.00	134,158.32	-2,199.32	102%	138,459.00	0.00	138,458.32	0.68	100%
Information Technology	01-420-101-0000	MIS - FULL TIME SALARIES	65,377.00	5,244.84	66,377.30	-1,000.30	102%	65,377.00	8,437.98	67,276.34	-1,899.34	103%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	996.00	4.00	100%	0.00	0.00	0.00	0.00	0%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	0.00	2,881.61	-381.61	115%	2,500.00	0.00	2,845.16	-345.16	114%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	50.48	556.60	43.40	93%	500.00	100.40	707.06	-207.06	141%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	0.00	275.00	0%	0.00	0.00	0.00	275.00	0%
	01-420-407-0000	MIS - SOFTWARE MAINT	40,000.00	1,872.75	34,863.35	5,136.65	87%	45,958.00	448.50	41,618.01	4,339.99	91%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,500.00	0.00	4,150.17	349.83	92%	4,000.00	127.43	4,419.24	-419.24	110%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	1,207.16	3,292.84	27%	4,500.00	329.90	1,339.15	3,160.85	30%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,000.00	0.00	960.00	40.00	96%	1,500.00	0.00	0.00	1,500.00	0%
	01-420-800-0000	MIS - NEW EQUIPMENT	12,000.00	0.00	12,259.96	-259.96	102%	10,000.00	0.00	9,352.58	647.42	94%
Channel 13			131,752.00	7,168.07	124,252.15	7,499.85	94%	134,610.00	9,444.21	127,557.54	7,052.46	95%
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	21,887.00	1,755.84	22,217.51	-330.51	102%	21,887.00	2,835.29	22,807.87	-920.87	104%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	0.00	2,487.98	3,512.02	41%	5,000.00	0.00	4,994.77	5.23	100%
Police	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	250.00	2,279.91	220.09	91%	2,500.00	1,844.15	1,844.15	655.85	74%
			30,387.00	2,005.84	26,985.40	3,401.60	89%	29,387.00	4,679.44	29,646.79	-259.79	101%
	01-438-101-0000	POLICE - FULL TIME SALARIES	1,013,622.00	77,815.92	953,074.00	60,548.00	94%	973,382.00	114,255.35	995,883.21	-22,501.21	102%
	01-438-102-0000	POLICE - OVERTIME	105,140.00	8,297.80	117,844.16	-12,704.16	112%	105,140.00	13,630.13	105,428.66	-288.66	100%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	2,048.81	28,427.66	6,572.34	81%	35,000.00	3,096.08	31,625.15	3,374.85	90%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	0.00	1,064.78	1,435.22	43%	2,500.00	1,885.81	3,001.96	-501.96	120%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	1,381.78	9,136.17	863.83	91%	10,000.00	2,164.62	9,566.17	433.83	96%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	0.00	330.40	269.60	55%	250.00	0.00	109.35	140.65	44%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	694.85	4,229.70	4,570.30	48%	8,800.00	1,292.88	6,309.35	2,490.65	72%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,100.00	900.00	82%	5,000.00	0.00	4,500.00	500.00	90%
Police	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,250.00	250.00	90%	2,500.00	0.00	2,500.00	0.00	100%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	0.00	861.68	1,138.32	43%	2,000.00	0.00	1,251.99	748.01	63%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	248.45	503.55	1,996.45	20%	2,500.00	0.00	732.48	1,767.52	29%
	01-438-201-0000	POLICE - POSTAGE	450.00	34.98	462.47	-12.47	103%	450.00	28.29	558.34	-108.34	124%
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	25.13	5,196.23	303.77	94%	5,500.00	647.62	3,813.60	1,686.40	69%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	20.50	243.00	157.00	61%	400.00	20.00	319.50	80.50	80%
	01-438-209-0000	POLICE - GASOLINE	34,000.00	1,508.16	16,781.39	17,218.61	49%	30,320.00	2,079.44	21,773.93	8,546.07	72%
	01-438-301-0000	POLICE - COMMUNICATION SERVICES	16,500.00	1,000.76	13,278.30	3,221.70	80%	16,500.00	2,054.20	14,319.19	2,180.81	87%
	01-438-310-0002	POLICE - DUES/MEMBERSHIPS	3,200.00	40.00	4,665.00	-1,465.00	146%	4,600.00	540.00	3,415.00	795.00	81%
	01-438-310-0005	POLICE - BOOKS/PUBLICATIONS	2,800.00	0.00	1,730.05	1,069.95	62%	2,800.00	0.00	1,757.31	1,042.69	63%
Police	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	18,000.00	444.73	4,191.51	13,808.49	23%	6,000.00	1,895.78	4,950.32	1,049.68	83%
	01-438-310-0045	POLICE - PRISONER EXPENSES	1,200.00	0.00	940.98	259.02	78%	1,200.00	0.00	1,090.36	109.64	91%
	01-438-402-0000	POLICE - EQUIP MAINTENANCE	5,000.00	0.00	14,824.71	-9,824.71	296%	5,000.00	295.78	5,841.15	-841.15	117%
	01-438-410-0000	POLICE - EQUIPMENT LEASE	26,900.00	1,468.76	23,472.77	3,427.23	87%	26,900.00	2,022.25	23,753.93	3,146.07	88%
	01-438-501-0000	POLICE - PRINTING/PUBLISHING	2,800.00	346.62	2,026.92	773.08	72%	2,800.00	83.00	2,806.23	-6.23	100%
	01-438-521-0000	POLICE - ANIMAL CONTROL	3,600.00	0.00	248.55	3,351.45	7%	600.00	275.00	479.74	120.26	80%
			1,308,012.00	95,377.25	1,209,883.98	98,128.02	92%	1,249,752.00	146,266.23	1,245,786.92	3,965.08	100%



01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	118,136.00	9,160.32	115,886.56	2,249.44	98%	118,136.00	13,655.61	119,977.72	-1,841.72	102%
01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	1,438.93	30,872.96	19,127.04	62%	61,700.00	3,726.47	75,516.72	-13,816.72	122%
01-441-106-0000	PW ADMIN. - LABOR SALARIES	220,711.00	16,755.96	214,730.51	5,980.49	97%	220,711.00	26,276.18	224,599.92	-3,888.92	102%
01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPM	500.00	0.00	385.47	114.53	77%	500.00	1,000.00	1,000.00	-500.00	200%
01-441-193-0000	PW ADMIN. - UNIFORMS	14,000.00	909.44	8,834.34	5,165.66	63%	13,500.00	1,162.76	8,456.28	5,043.72	63%
01-441-201-0000	PW ADMIN. - POSTAGE	100.00	7.73	80.48	19.52	80%	100.00	1.58	35.87	64.13	36%
01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	6,500.00	152.50	5,000.77	1,499.23	77%	5,800.00	630.12	8,854.45	-3,054.45	153%
01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	6,000.00	683.72	6,477.07	-477.07	108%	7,000.00	926.91	8,006.62	-1,006.62	114%
01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	200.00	992.00	2,139.00	-1,939.00	1070%	300.00	25.00	812.65	-512.65	271%
01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	0.00	2,296.65	-1,096.65	191%	1,200.00	446.96	3,787.29	-2,587.29	316%
Public Works		417,347.00	30,100.60	386,703.81	30,643.19	93%	428,947.00	47,851.59	451,047.52	-22,100.52	105%
01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	15,000.00	863.18	12,347.34	2,652.66	82%	10,500.00	3,584.30	15,328.68	-4,828.68	146%
01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	0.00	67,278.33	12,721.67	84%	96,600.00	0.00	96,590.73	9.27	100%
01-442-208-0000	RDWY/SWK - PAVEMENT MARKING	3,000.00	0.00	108.53	6,091.47	2%	6,200.00	0.00	3,644.81	2,555.19	59%
01-442-213-0000	RDWY/SWK - COLD MIX	2,800.00	0.00	1,974.50	1,025.50	66%	3,000.00	0.00	43.80	2,956.20	1%
01-442-250-0000	RDWY/SWK - HOT TOP	125,000.00	0.00	3,202.20	-402.20	114%	2,800.00	0.00	3,116.26	-316.26	111%
01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	12,500.00	0.00	118,836.25	6,163.75	95%	125,000.00	0.00	126,741.00	-1,741.00	101%
01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,855.62	144.38	98%	6,000.00	0.00	5,728.29	271.71	95%
01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	15,000.00	0.00	4,480.55	10,519.45	30%	32,220.00	15,423.88	44,112.92	-11,892.92	137%
01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	950.00	2,050.00	32%	3,000.00	950.00	2,850.00	150.00	95%
01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	841.10	2,158.90	28%	3,000.00	0.00	1,695.00	1,305.00	57%
01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	2,050.00	20.00	99%	2,070.00	0.00	2,070.00	0.00	100%
01-442-704-0000	RDWY/SWK - ENGINEERING	25,000.00	0.00	8,663.98	16,336.02	35%	30,000.00	0.00	866.00	29,134.00	3%
01-442-705-0000	RDWY/SWK CONSTRUCTION	88,000.00	1,598.00	50,047.28	37,952.72	57%	88,000.00	0.00	90,485.33	-2,485.33	103%
Roadways & Sidewalks		386,570.00	2,461.18	289,635.68	96,934.32	75%	420,890.00	19,938.18	403,219.96	17,670.04	96%
01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	4,852.07	-2,852.07	243%	2,000.00	217.88	2,560.88	-560.88	128%
01-446-302-0000	STREET LIGHT - ELECTRICITY	44,250.00	3,613.00	41,892.25	2,357.75	95%	41,750.00	7,951.34	46,468.96	-4,718.96	111%
Street Lights		46,250.00	3,613.00	46,744.32	-494.32	101%	43,750.00	8,169.22	49,029.84	-5,279.84	112%

01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	61,382.00	4,231.04	60,846.03	535.97	99%	89,462.00	6,916.41	61,944.91	27,517.09	69%
01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	703.14	4,537.76	-1,537.76	151%	3,000.00	933.39	2,720.67	279.33	91%
01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	88,420.00	8,727.53	72,083.41	16,336.59	82%	60,340.00	11,915.84	77,494.54	-17,554.54	128%
01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	5.19	8,310.90	1,689.10	83%	10,000.00	2,003.60	9,557.90	442.10	96%
01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	10,900.00	1,046.11	11,320.55	-420.55	104%	10,500.00	2,272.97	11,140.69	-640.69	106%
01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,300.00	168.37	1,202.07	97.93	92%	1,000.00	181.55	1,128.30	-128.30	113%
01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	11,800.00	1,193.07	12,126.64	-326.64	103%	11,000.00	2,652.36	13,069.91	-2,069.91	119%
01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	24,000.00	1,911.78	23,691.04	308.96	99%	23,000.00	4,608.46	24,918.94	-1,918.94	108%
01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	25,000.00	4,479.08	21,303.92	4,696.08	82%	25,728.00	1,053.73	32,063.41	-6,335.41	125%
01-448-303-0170	BLD/GRNDS - HEAT & OIL - HAND TUB	0.00	0.00	0.00	0.00	0%	100.00	0.00	0.00	100.00	0%
01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	3,000.00	0.00	2,400.61	599.39	80%	2,873.00	0.00	4,188.69	-1,315.69	146%
01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	39,000.00	0.00	27,163.89	11,836.11	70%	33,462.00	296.76	36,040.19	-2,578.19	108%
01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	4,000.00	0.00	6,800.79	-2,800.79	170%	3,500.00	0.00	10,835.72	-7,335.72	310%
01-448-304-0150	BLD/GRNDS-WATER/SEWER COMMUNITY	0.00	0.00	1,606.89	-1,606.89	0%	0.00	0.00	0.00	0.00	0%
01-448-304-0151	BLD/GRNDS-WATER/SEWER SENIOR CTR	0.00	0.00	396.09	-396.09	0%	0.00	0.00	0.00	0.00	0%
01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	800.00	0.00	904.46	-104.46	113%	450.00	0.00	514.26	-64.26	114%
01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LA	1,800.00	0.00	2,374.95	-574.95	132%	1,600.00	0.00	1,907.06	-307.06	119%
01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	14,000.00	722.50	17,743.56	-3,743.56	127%	12,000.00	1,388.82	14,257.32	-2,257.32	119%
01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	13,000.00	2,059.01	20,628.19	-7,628.19	159%	36,180.00	1,676.73	35,692.28	487.72	99%
01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,400.00	0.00	3,032.66	-632.66	126%	2,000.00	4.64	2,057.78	-57.78	103%
01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	8,000.00	55.95	5,156.90	2,843.10	64%	6,000.00	0.00	5,208.55	791.45	87%
01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	7,500.00	696.50	17,986.43	-10,486.43	240%	10,000.00	2,931.19	14,311.09	-4,311.09	143%
01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	1,064.43	10,884.44	1,115.56	91%	12,000.00	2,374.40	11,063.67	936.33	97%
01-448-401-0152	BLD/GRNDS - COMM CENTR HEAT OIL	14,000.00	0.00	8,964.98	5,035.02	64%	10,140.00	211.25	12,050.07	-1,910.07	119%
01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICITY	0.00	255.19	3,326.10	-3,326.10	0%	0.00	726.80	3,396.61	-3,396.61	0%
01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	0.00	0.00	1,161.16	-1,161.16	0%	0.00	0.00	2,286.37	-2,286.37	0%
01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	100.00	0.00	850.00	-750.00	850%	50.00	0.00	0.00	50.00	0%
01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	14.96	300.52	-0.52	100%	300.00	29.32	373.85	-73.85	125%
01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	14.96	1,778.50	1,221.50	59%	3,000.00	90.29	2,415.55	584.45	81%
01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	2,000.00	0.00	2,727.50	-727.50	136%	2,000.00	0.00	0.00	2,000.00	0%
01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENA	10,000.00	2,042.29	5,395.78	4,604.22	54%	5,000.00	3,662.50	11,365.40	-6,365.40	227%
01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANC	2,500.00	-305.89	942.40	1,557.60	38%	2,500.00	676.75	1,699.61	800.39	68%
01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	1,214.60	29,677.85	2,322.15	93%	32,000.00	2,197.58	28,959.90	3,040.10	90%
01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	55,000.00	0.00	55,000.00	0.00	100%	60,000.00	2,085.00	50,000.00	10,000.00	83%
01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	7,000.00	0.00	6,500.00	500.00	93%	10,000.00	0.00	9,728.30	271.70	97%
Building & Grounds		468,202.00	30,299.81	449,126.97	19,075.03	96%	479,185.00	50,890.34	492,391.54	-13,206.54	103%
01-449-101-0000	CEM - FULL TIME SALARIES	18,263.00	1,413.02	19,040.43	-777.43	104%	17,763.00	2,306.98	18,754.11	-991.11	105%
01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	969.45	7,282.42	3,767.58	66%	11,050.00	1,171.45	6,111.70	4,938.30	55%
01-449-202-0000	CEM - GENERAL SUPPLIES	1,000.00	0.00	138.16	861.84	14%	200.00	0.00	45.25	154.75	23%
01-449-302-0000	CEM - ELECTRICITY	250.00	17.57	188.14	61.86	75%	250.00	31.72	188.04	61.96	75%
01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	0.00	800.00	0%	415.00	0.00	64.65	350.35	16%
01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	1,200.00	2,975.00	2,025.00	60%
01-449-800-0000	CEM - EQUIPMENT PURCHASE	600.00	0.00	299.00	301.00	50%	600.00	0.00	0.00	600.00	0%
Cemetery		35,963.00	2,400.04	26,948.15	10,014.85	73%	35,278.00	4,710.15	28,138.75	7,139.25	80%



01-452-202-0000	VEHICLE - GENERAL SUPPLIES	129.40	4,303.49	696.51	86%	2,500.00	383.32	2,968.29	-468.29	119%
01-452-209-0000	VEHICLE - GASOLINE	2,404.09	7,158.51	8,841.49	45%	16,960.00	2,457.40	15,301.88	1,658.12	90%
01-452-210-0000	VEHICLE - DIESEL FUEL	1,395.12	22,310.45	14,689.55	60%	41,510.00	4,485.60	44,836.56	-3,326.56	108%
01-452-214-0000	VEHICLE - OIL	0.00	1,436.10	63.90	96%	1,000.00	0.00	0.00	1,000.00	0%
01-452-402-0000	VEHICLE - EQUIP MAINT	3,175.31	56,281.56	-2,281.56	104%	58,198.00	3,505.45	62,189.95	-3,991.95	107%
01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	419.89	42,607.61	5,392.39	89%	38,000.00	1,222.23	38,924.99	-924.99	102%
01-452-403-0406	VEHICLE - VEHICLE MAINT REC	0.00	1,142.18	857.82	57%	2,000.00	0.00	1,306.14	693.86	65%
01-452-403-0438	VEHICLE - VEHICLE MAINT POLICE	633.11	12,523.87	1,476.13	89%	14,000.00	2,083.18	14,595.36	-595.36	104%
01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	520.58	25,356.14	-9,356.14	158%	19,067.00	2,900.65	23,519.17	-4,452.17	123%
01-452-404-0000	VEHICLE - RADIO MAINT	0.00	800.00	400.00	67%	1,200.00	0.00	1,335.37	-135.37	111%
01-452-800-0000	VEHICLE - EQUIP PURCHASE	0.00	2,584.07	415.93	86%	16,500.00	0.00	16,369.25	130.75	99%
	Vehicle	197,700.00	8,677.50	176,503.98	89%	210,935.00	17,037.83	221,346.96	-10,411.96	105%
01-461-101-0000	FIRE/RES - FULL TIME SALARIES	82,298.00	6,521.40	-924.57	101%	82,298.00	10,476.36	84,064.56	-1,766.56	102%
01-461-102-0000	FIRE/RES - OVERTIME	14,000.00	1,284.57	-8,659.89	162%	12,000.00	2,919.86	21,278.71	-9,278.71	177%
01-461-103-0000	FIRE/RES - PART TIME SALARIES	119,012.00	11,915.43	-22,057.87	119%	130,212.00	13,772.37	135,710.27	-5,498.27	104%
01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMEN	12,500.00	5.00	-6,806.69	154%	14,000.00	875.00	16,422.70	-2,422.70	117%
01-461-193-0000	FIRE/RES - UNIFORMS	10,000.00	0.00	1,931.76	81%	10,000.00	58.00	10,841.87	-841.87	108%
01-461-201-0000	FIRE/RES - POSTAGE	75.00	101.04	-26.04	135%	75.00	25.31	65.99	9.01	88%
01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	590.91	-1,098.83	117%	6,500.00	491.24	6,160.45	339.55	95%
01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	12,500.00	1,040.14	-661.76	105%	12,500.00	1,007.44	13,144.65	-644.65	105%
01-461-209-0000	FIRE/RES - GASOLINE	1,200.00	39.88	654.77	55%	1,600.00	69.52	787.47	812.53	49%
01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	532.56	1,340.21	85%	8,700.00	739.54	7,003.97	1,696.03	81%
01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	16,000.00	691.18	5,660.80	35%	16,000.00	141.72	7,331.70	8,668.30	48%
01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	6,000.00	663.95	1,243.46	79%	7,900.00	1,053.80	6,173.69	1,726.31	78%
01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,200.00	992.00	5,664.90	135%	4,000.00	0.00	4,274.10	-274.10	107%
01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	902.08	100%	900.00	0.00	0.00	900.00	0%
01-461-402-0000	FIRE/RES - EQUIP MAINT	12,500.00	513.88	-6,937.67	156%	12,500.00	3,757.92	21,495.80	-8,995.80	172%
01-461-518-0000	FIRE/RES - HAZMAT	2,200.00	0.00	101.86	95%	2,200.00	0.00	2,098.14	101.86	95%
01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	600.00	290.00	310.00	48%	1,200.00	0.00	450.00	750.00	38%
01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	0.00	13,548.06	46%	25,000.00	2,412.00	24,742.04	257.96	99%
	Fire & Rescue	334,185.00	24,803.35	353,465.52	106%	347,585.00	37,800.08	362,046.11	-14,461.11	104%
01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	750.00	100%	750.00	750.00	750.00	0.00	100%
01-463-190-0000	EM - TRAINING/STAFF DE	750.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
01-463-202-0000	EM - GENERAL SUPPLIES	450.00	992.00	-1,534.00	441%	0.00	0.00	0.00	0.00	0%
	Emergency Management	1,950.00	992.00	-784.00	140%	1,500.00	750.00	750.00	750.00	50%
01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	1,315.00	66%	2,000.00	0.00	577.00	1,423.00	29%
01-480-813-0000	GRANTS - FESTIVAL SUPPORT	15,500.00	1,187.50	10,032.50	35%	15,500.00	7,000.00	15,500.00	0.00	100%
01-480-814-0000	GRANTS - NWMKAT ATHLETIC ASSOC	21,500.00	0.00	21,500.00	100%	21,500.00	0.00	21,500.00	0.00	100%
01-480-815-0000	GRANTS - NWMKAT SENIOR CITIZENS	1,200.00	0.00	1,200.00	100%	1,200.00	1,200.00	1,200.00	0.00	100%
01-480-816-0000	GRANTS - NWMKAT HISTORICAL SOCIETY	2,000.00	0.00	2,000.00	100%	2,000.00	0.00	2,000.00	0.00	100%
01-480-817-0000	GRANTS - C.O.A.S.T.	23,000.00	0.00	23,000.00	100%	20,748.00	0.00	20,748.00	0.00	100%
01-480-818-0000	GRANTS - VETERANS MEMORIAL	2,100.00	0.00	1,625.00	23%	2,100.00	0.00	0.00	2,100.00	0%
01-480-819-0000	GRANTS - NWMKAT HANDTUB ASSOC.	2,000.00	0.00	2,000.00	100%	2,000.00	2,000.00	2,000.00	0.00	100%
	Grants	69,300.00	1,187.50	56,957.50	82%	67,048.00	10,200.00	63,525.00	3,523.00	95%

01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
01-481-913-0000	SS GRANTS - LAMPREY HEALTH CENTER	10,403.00	0.00	10,403.00	0.00	100%	10,100.00	0.00	10,100.00	0.00	100%
01-481-914-0000	SS GRANTS - AREA HOME MAKERS	0.00	0.00	5,000.00	-5,000.00	0%	5,000.00	0.00	5,000.00	0.00	100%
01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	4,000.00	0.00	4,000.00	0.00	100%	3,000.00	0.00	3,000.00	0.00	100%
01-481-916-0000	SS GRANTS - R.C.C.A.P.	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%
01-481-917-0000	SS GRANTS - R.S.V.P.	0.00	0.00	0.00	0.00	0%	600.00	0.00	600.00	0.00	100%
01-481-918-0000	SS GRANTS - A SAFE PLACE	1,200.00	0.00	1,200.00	0.00	100%	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	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%
01-481-920-0000	SS GRANTS - SEACOAST MENTAL HEALTH	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
01-481-923-0000	SS GRANTS - LINKED TOGETHER	4,000.00	0.00	4,000.00	0.00	100%	4,000.00	0.00	4,000.00	0.00	100%
01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,326.00	0.00	5,326.00	0.00	100%	5,623.00	0.00	5,623.00	0.00	100%
01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	0.00	500.00	0.00	100%	500.00	500.00	500.00	0.00	100%
01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%
01-481-927-0000	SS GRANTS - READY RIDES	1,500.00	0.00	1,500.00	0.00	100%	0.00	0.00	0.00	0.00	0%
01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTE	1,500.00	0.00	1,500.00	0.00	100%	0.00	0.00	0.00	0.00	0%
Social Service Grant		43,429.00	0.00	48,429.00	-5,000.00	112%	45,023.00	500.00	45,023.00	0.00	100%
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%	0.00	0.00	0.00	0.00	0%
01-490-900-0016	CAP RES - PUBLIC WORKS	130,000.00	0.00	130,000.00	0.00	100%	130,000.00	0.00	130,000.00	0.00	100%
01-490-900-0017	CAP RES - POLICE VEHICLES	46,500.00	0.00	46,500.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
01-490-900-0021	CAP RES - RECREATION FACILITIES	0.00	0.00	0.00	0.00	0%	5,000.00	0.00	5,000.00	0.00	100%
01-490-900-0028	CAP RES - MASTER PLAN	10,000.00	0.00	10,000.00	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%	0.00	0.00	0.00	0.00	0%
01-490-900-0075	CAPITAL RESERVE - TELECOMMUNICATION	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	10,000.00	0.00	100%
01-490-900-0079	MACALLEN DAM CAP RESERVE	50,000.00	0.00	50,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%
01-490-900-0085	CAP RES - STORM WATER MANAGEMENT	50,000.00	0.00	50,000.00	0.00	100%	41,113.00	0.00	41,113.00	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	10,000.00	0.00	10,000.00	0.00	100%	29,500.00	0.00	29,500.00	0.00	100%
Capital Reserve		512,949.00	0.00	512,949.00	0.00	100%	327,613.00	0.00	327,613.00	0.00	100%
01-700-000-3049	TRANSFER TO GRANT FUND	0.00	0.00	0.00	0.00	0%	117.00	420.00	537.00	-420.00	459%
Transfers		0.00	0.00	0.00	0.00	0%	117.00	420.00	537.00	-420.00	459%
General Fund		6,650,247.00	399,609.07	6,365,891.55	284,355.45	96%	6,416,958.00	600,546.49	6,337,932.08	79,025.92	99%



02-480-101-0000	LIBRARY - SALARIES	54,100.00	3,923.06	49,626.71	4,473.29	92%	55,904.00	5,296.13	50,215.16	5,688.84	90%
02-480-103-0000	LIBRARY - PART TIME SALARIES	114,235.00	8,114.20	90,397.08	23,837.92	79%	113,335.00	9,733.96	102,467.95	10,867.05	90%
02-480-150-0000	LIBRARY - FICA	10,712.00	769.93	8,964.78	1,747.22	84%	10,493.00	955.48	9,647.45	845.55	92%
02-480-151-0000	LIBRARY - MEDICARE	2,506.00	180.05	2,096.43	409.57	84%	2,454.00	223.46	2,256.30	197.70	92%
02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	481.91	5,782.92	9,217.08	39%	16,397.00	396.58	4,142.12	12,254.88	25%
02-480-156-0000	LIBRARY - RETIREMENT	5,032.00	438.20	5,548.72	483.28	92%	5,493.00	570.40	5,408.26	84.74	98%
02-480-159-0000	LIBRARY - LIFE & DISABILITY	633.00	166.08	1,350.21	-717.21	213%	723.00	209.36	743.46	-20.46	103%
02-480-160-0000	LIBRARY-WORKERS COMPENSATION	2,352.00	0.00	2,352.00	0.00	100%	1,683.00	0.00	1,459.43	223.57	87%
02-480-161-0000	LIBRARY - UNEMPLOYMENT	2,816.00	0.00	1,207.65	1,608.35	43%	0.00	0.00	0.00	0.00	0%
02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	0.00	652.73	1,347.27	33%	1,180.00	0.00	526.78	653.22	45%
02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	151.74	5,087.59	-87.59	102%	5,000.00	982.06	6,377.54	-1,377.54	128%
02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	108.11	1,450.32	349.68	81%	1,800.00	246.74	1,839.94	-39.94	102%
02-480-302-0000	LIBRARY - ELECTRICITY	10,000.00	0.00	8,509.47	1,490.53	85%	10,000.00	1,863.96	11,500.80	-1,500.80	115%
02-480-303-0000	LIBRARY - HEAT & OIL	13,800.00	0.00	7,801.60	5,998.40	57%	13,000.00	13.19	11,328.70	1,671.30	87%
02-480-304-0000	LIBRARY - WATER	700.00	0.00	588.28	131.72	81%	870.00	0.00	599.27	270.73	69%
02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	38,247.00	2,196.91	41,989.45	-3,742.45	110%	37,645.00	6,381.91	38,352.79	-707.79	102%
02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,500.00	30.00	9,453.36	46.64	100%	9,741.00	0.00	9,741.00	0.00	100%
02-480-340-0000	LIBRARY - ARCHIVES/PRESERVATION	0.00	0.00	0.00	0.00	0%	250.00	0.00	0.00	250.00	0%
02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	425.00	3,248.95	-1,248.95	162%	2,000.00	44.74	1,569.55	430.45	78%
02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	15,000.00	2,293.25	42,079.26	-27,079.26	281%	8,000.00	4,270.82	28,349.09	-20,349.09	354%
02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEA	600.00	43.00	536.16	63.84	89%	2,000.00	86.00	548.59	1,451.41	27%
02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	5,000.00	0.00	5,000.00	0.00	100%	4,588.00	0.00	4,588.00	0.00	100%
02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	2,000.00	238.25	2,559.61	-559.61	128%	1,180.00	329.04	1,748.44	-568.44	148%
Library		314,033.00	19,559.69	296,263.28	17,769.72	94%	303,736.00	31,603.83	293,410.62	10,325.38	97%
05-406-103-0000	RECREATION - PART TIME SALARIES	100,440.00	3,134.25	84,889.81	15,550.19	85%	103,455.00	8,120.22	86,643.51	16,811.49	84%
05-406-150-0000	RECREATION - FICA	6,227.00	194.35	4,941.17	1,285.83	79%	0.00	0.00	0.00	0.00	0%
05-406-151-0000	RECREATION - MEDI	1,456.00	45.46	1,155.69	300.31	79%	0.00	0.00	0.00	0.00	0%
05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPN	1,400.00	0.00	988.60	411.40	71%	1,400.00	0.00	85.00	1,315.00	6%
05-406-191-0000	RECREATION - TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0%	0.00	0.00	102.94	-102.94	0%
05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	297.63	52.37	85%	350.00	4.99	181.90	168.10	52%
05-406-201-0000	RECREATION - POSTAGE	400.00	3.72	259.60	140.40	65%	400.00	0.00	75.49	324.51	19%
05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	121.55	1,019.14	630.86	62%	1,650.00	651.02	3,737.83	-2,087.83	227%
05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	7,830.00	0.00	2,259.22	5,570.78	29%	2,154.00	0.00	1,153.53	1,000.47	54%
05-406-202-0036	RECREATION - CLASS SUPPLIES	2,154.00	1,673.86	7,910.65	-5,756.65	367%	7,000.00	746.84	4,930.19	2,069.81	70%
05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	0.00	0.00	0%	0.00	0.00	155.01	-155.01	0%
05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	203.61	3,588.76	1,411.24	72%	5,000.00	464.24	3,367.16	1,632.84	67%
05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	49.99	65.55	84.45	44%	150.00	0.00	80.00	70.00	53%
05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	150.10	649.90	19%	800.00	104.89	306.25	493.75	38%
05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE	1,000.00	279.88	2,294.13	-1,294.13	229%	1,000.00	478.00	829.06	170.94	83%
05-406-460-0000	RECREATION - BANK FEES	0.00	467.42	3,150.05	-3,150.05	0%	0.00	0.00	0.00	0.00	0%
05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	0.00	4,837.59	3,325.41	59%	8,163.00	820.02	5,234.81	2,928.19	64%
05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	6,440.63	66,228.90	-30,228.90	184%	36,000.00	1,533.65	30,828.81	5,171.19	86%
05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	2,000.00	0.00	78.30	1,921.70	4%	2,000.00	0.00	0.00	2,000.00	0%
05-406-902-0037	RECREATION - SUMMER CAMP	2,500.00	24.98	1,137.01	1,362.99	45%	9,000.00	1,201.95	10,570.37	-1,570.37	117%
05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	3,000.00	406.93	3,571.18	-571.18	119%	0.00	0.00	0.00	0.00	0%
05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	315.84	11,711.78	-1,561.78	115%	10,150.00	801.13	8,692.38	1,457.62	86%
Recreation		199,670.00	15,669.63	211,247.58	-11,577.58	106%	191,172.00	17,825.04	159,888.48	31,283.52	84%

07-450-103-0000	SW - PART TIME	10,881.00	983.50	10,948.22	-67.22	101%	10,881.00	1,319.27	10,904.27	-23.27	100%
07-450-202-0000	SW - GENERAL SUPPLIES	20,000.00	19.17	20,761.19	-761.19	104%	15,000.00	498.87	11,636.16	3,363.84	78%
07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	675.52	124.48	84%	800.00	25.00	750.52	49.48	94%
07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	100.00	1,232.00	-32.00	103%	1,200.00	94.00	1,205.00	-5.00	100%
07-450-403-0000	SW - VEHICLE MAINTENANCE	1,500.00	0.00	0.00	1,500.00	0%	5,000.00	0.00	6,347.12	-1,347.12	127%
07-450-501-0000	SW - PRINTING & PUBLICATION	500.00	0.00	397.11	102.89	79%	500.00	0.00	0.00	500.00	0%
07-450-532-0000	SW - FREON REMOVAL	1,000.00	0.00	704.00	296.00	70%	1,500.00	1,557.00	2,253.00	-753.00	150%
07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	8,344.65	1,655.35	83%
07-450-537-0000	SW - SPRING CLEAN-UP	35,000.00	0.00	19,261.09	15,738.91	55%	40,000.00	22,124.21	27,286.78	12,713.22	68%
07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	2,028.08	2,028.08	71.92	97%	2,100.00	0.00	2,028.08	71.92	97%
07-450-702-0048	SW - MSW CONTRACT	142,000.00	14,561.52	145,417.20	-3,417.20	102%	130,350.00	19,492.66	161,032.34	-30,682.34	124%
07-450-702-0049	SW - RECYCLING CONTRACT	152,000.00	15,675.74	146,832.12	5,167.88	97%	150,280.00	24,762.65	152,090.11	-1,810.11	101%
07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	5,117.78	47,440.29	-440.29	101%	47,000.00	7,460.14	43,943.11	3,056.89	93%
07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	-2,028.08	34,334.78	-4,334.78	114%	30,000.00	11,987.00	29,191.36	808.64	97%
07-450-800-0000	SW - EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0%	5,000.00	0.00	4,450.00	550.00	89%
Solid Waste		443,981.00	36,457.71	430,031.60	13,949.40	97%	449,611.00	89,320.80	461,462.50	-11,851.50	103%



20-451-101-0000	WATER - FULL TIME SALARIES	121,009.00	9,428.06	116,718.92	4,290.08	96%	121,009.00	14,838.93	115,471.98	5,537.02	95%
20-451-102-0000	WATER - OVERTIME	8,500.00	500.93	7,197.95	1,302.05	85%	8,000.00	721.70	8,918.67	-918.67	111%
20-451-103-0000	WATER - PART TIME SALARIES	0.00	663.00	8,861.55	-8,861.55	0%	0.00	1,489.43	9,825.28	-9,825.28	0%
20-451-150-0000	WATER - FICA	8,150.00	596.60	7,661.12	488.88	94%	7,999.00	998.80	7,926.82	72.18	99%
20-451-151-0000	WATER - MEDICARE	1,906.00	139.56	1,789.52	116.48	94%	1,871.00	235.97	1,856.05	14.95	99%
20-451-155-0000	WATER - HEALTH INSURANCE	31,783.00	3,388.61	36,045.27	-4,262.27	113%	31,160.00	0.00	24,822.99	6,337.01	80%
20-451-156-0000	WATER - RETIREMENT	14,157.00	1,092.32	13,739.58	417.42	97%	13,685.00	1,640.34	13,263.10	421.90	97%
20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	220.26	1,166.40	375.60	76%	1,542.00	175.78	1,054.68	487.32	68%
20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,939.00	0.00	100%	4,939.00	0.00	4,378.28	560.72	89%
20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	0.00	944.19	1,256.81	43%	2,201.00	0.00	1,488.70	712.30	68%
20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	1,500.00	0.00	1,335.00	165.00	89%	1,500.00	0.00	768.00	732.00	51%
20-451-193-0000	WATER - UNIFORMS	2,700.00	86.24	1,721.98	978.02	64%	3,000.00	411.66	1,786.51	1,213.49	60%
20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	1,012.50	0.50	100%	1,013.00	0.00	787.50	225.50	78%
20-451-201-0000	WATER - POSTAGE	6,000.00	1,277.89	6,978.34	-978.34	116%	2,800.00	554.97	2,254.25	545.75	81%
20-451-202-0000	WATER - GENERAL SUPPLIES	3,000.00	238.78	2,845.84	154.16	95%	2,500.00	163.56	4,032.90	-1,532.90	161%
20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	917.50	132.50	87%	1,050.00	0.00	769.33	280.67	73%
20-451-202-0003	WATER - ADVERTISING	1,600.00	1,787.50	1,787.50	-187.50	112%	1,600.00	1,692.50	4,380.39	-2,780.39	274%
20-451-204-0000	WATER - TAXES	0.00	0.00	0.00	0.00	0%	300.00	0.00	0.00	300.00	0%
20-451-209-0000	WATER - GASOLINE	5,200.00	241.67	2,505.79	2,694.21	48%	5,200.00	334.29	2,706.79	2,493.21	52%
20-451-211-0000	WATER - LP GAS	20,000.00	20.02	7,879.02	12,120.98	39%	15,000.00	342.39	12,588.42	2,411.58	84%
20-451-217-0000	WATER - CHEMICALS	22,000.00	2,442.96	11,756.25	10,243.75	53%	20,000.00	4,981.02	11,928.18	8,071.82	60%
20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	285.12	3,225.54	574.46	85%	3,800.00	448.59	3,635.37	164.63	96%
20-451-302-0000	WATER - ELECTRICITY	47,000.00	6,775.40	42,052.22	4,947.78	89%	40,000.00	6,799.90	42,702.46	-2,702.46	107%
20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	0.00	9,686.21	-2,686.21	138%	7,000.00	1,568.20	7,005.25	-5.25	100%
20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	1,214.86	2,785.14	30%	4,000.00	0.00	983.91	3,016.09	25%
20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	92.40	6,257.99	-1,257.99	125%	5,000.00	0.00	2,265.70	2,734.30	45%
20-451-406-0000	WATER - SYSTEM MAINTENANCE	45,000.00	715.50	44,905.25	94.75	100%	45,000.00	271.16	59,175.06	-14,175.06	132%
20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	4,280.00	0.00	4,280.00	0.00	100%	4,280.00	0.00	5,280.00	-1,000.00	123%
20-451-702-0000	WATER - CONTRACTED SERVICES	15,000.00	1,036.00	12,026.10	2,973.90	80%	10,000.00	180.00	5,987.59	4,012.41	60%
20-451-702-0702	WATER - GROUNDWATER ENGINEERING	0.00	0.00	371.74	-371.74	0%	0.00	0.00	0.00	0.00	0%
20-451-703-0000	WATER - AUDIT	3,484.00	0.00	3,484.00	0.00	100%	3,425.00	0.00	2,175.00	1,250.00	64%
20-451-704-0000	WATER - ENGINEERING	22,500.00	0.00	48,950.00	-26,450.00	218%	25,000.00	0.00	24,554.15	445.85	98%
20-451-900-0000	WATER - TRANSFER TO CAPITAL RESERVE	364,000.00	0.00	364,000.00	0.00	100%	360,000.00	0.00	360,000.00	0.00	100%
20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	107,449.00	0.00	54,698.54	52,750.46	51%	54,213.00	0.00	54,213.00	0.00	100%
20-451-951-0000	WATER - BONDS & NOTES INTEREST	40,288.00	0.00	489.55	39,798.45	1%	975.00	0.00	974.76	0.24	100%
20-451-954-0000	WATER - LAND ACQUISITION	20,000.00	0.00	20,000.00	0.00	100%	20,000.00	0.00	20,000.00	0.00	100%
		947,051.00	31,028.82	853,445.22	93,605.78	90%	829,062.00	37,849.19	819,961.07	9,100.93	99%

Water

30-471-101-0000	WW - FULL TIME SALARIES	209,313.00	16,270.06	172,286.13	37,026.87	82%	174,313.00	21,538.17	170,145.87	4,167.13	98%
30-471-102-0000	WASTEWATER - OVERTIME	17,000.00	1,172.44	15,496.35	1,503.65	91%	17,000.00	2,096.71	18,324.19	-1,324.19	108%
30-471-103-0000	WASTEWATER PART TIME SALARIES	0.00	663.00	8,861.75	-8,861.75	0%	16,562.00	915.07	9,044.49	7,517.51	55%
30-471-150-0000	WASTEWATER - FICA	14,204.00	1,018.66	11,220.62	2,983.38	79%	12,889.00	1,473.03	11,536.40	1,352.60	90%
30-471-151-0000	WASTEWATER - MEDICARE	3,322.00	238.19	2,623.82	- 698.18	79%	3,015.00	344.49	2,698.06	316.94	89%
30-471-155-0000	WASTEWATER - HEALTH INSURANCE	87,510.00	5,206.32	62,475.92	25,034.08	71%	64,618.00	0.00	57,892.35	6,725.65	90%
30-471-156-0000	WASTEWATER - RETIREMENT	24,674.00	1,920.38	20,790.87	3,883.13	84%	20,254.00	2,527.16	20,109.13	144.87	99%
30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	2,195.00	290.28	1,805.94	389.06	82%	2,195.00	296.26	1,777.56	417.44	81%
30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	5,899.00	0.00	100%	5,899.00	0.00	4,670.17	1,228.83	79%
30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURANCE	3,157.00	0.00	1,353.88	1,803.12	43%	3,157.00	0.00	2,135.99	1,021.01	68%
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 DEVELOP	3,500.00	405.00	3,730.92	-230.92	107%	3,500.00	527.88	2,893.95	606.05	83%
30-471-193-0000	WASTEWATER - UNIFORMS	3,600.00	759.19	2,900.28	699.72	81%	4,700.00	409.80	3,033.59	1,666.41	65%
30-471-198-0000	SEWER - LONGEVITY	1,913.00	0.00	1,687.50	225.50	88%	1,688.00	0.00	1,462.50	225.50	87%
30-471-201-0000	WASTEWATER - POSTAGE	6,000.00	1,277.90	6,966.91	-966.91	116%	2,500.00	534.59	3,116.44	-616.44	125%
30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	3,000.00	259.30	4,388.48	-1,388.48	146%	2,500.00	195.89	4,688.28	-2,188.28	188%
30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	800.00	0.00	928.50	-128.50	116%	800.00	100.00	839.32	-39.32	105%
30-471-202-0003	WASTEWATER - ADVERTISING	1,500.00	1,787.50	2,353.29	-853.29	157%	1,500.00	1,692.50	2,003.36	-503.36	134%
30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	512.48	2,489.90	2,510.10	50%	5,000.00	241.89	2,491.75	2,508.25	50%
30-471-215-0000	WASTEWATER - LAB SUPPLIES	20,000.00	72.06	24,249.65	-4,249.65	121%	20,000.00	4,411.48	22,706.26	-2,706.26	114%
30-471-217-0000	WASTEWATER - CHEMICALS	40,000.00	2,547.00	27,751.80	12,248.20	69%	38,000.00	2,581.40	39,930.14	-1,930.14	105%
30-471-301-0000	WASTEWATER - COMMUNICATION SERVICE	6,800.00	511.01	6,604.63	195.37	97%	6,800.00	709.33	5,687.33	1,112.67	84%
30-471-302-0000	WASTEWATER - ELECTRICITY	84,000.00	9,278.34	92,005.27	-8,005.27	110%	84,000.00	13,427.06	91,869.37	-7,869.37	109%
30-471-303-0000	WASTEWATER - HEAT & OIL	30,000.00	0.00	12,800.71	17,199.29	43%	30,000.00	6,094.50	20,607.26	9,392.74	69%
30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	23,000.00	6,001.60	33,739.60	-10,739.60	147%	23,000.00	1,602.96	22,279.01	720.99	97%
30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	92.40	2,195.47	2,804.53	44%	5,000.00	0.00	1,832.88	3,167.12	37%
30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	8,140.90	45,395.71	4,604.29	91%	50,000.00	18,098.88	54,231.26	-4,231.26	108%
30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSURANCE	8,740.00	0.00	8,740.00	0.00	100%	8,740.00	0.00	8,740.00	0.00	100%
30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	30,000.00	620.00	41,153.23	-11,153.23	137%	30,000.00	16,091.22	30,195.79	-195.79	101%
30-471-702-0000	WASTEWATER - CONTRACT SERVICES	17,500.00	2,356.00	13,818.87	3,681.13	79%	17,000.00	4,450.20	17,880.65	-880.65	105%
30-471-703-0000	WASTEWATER - AUDIT	3,425.00	0.00	3,425.00	0.00	100%	3,425.00	0.00	2,175.00	1,250.00	64%
30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	1,905.98	27,998.40	2,003.60	93%	30,000.00	940.02	31,852.93	-1,852.93	106%
30-471-804-0000	WASTEWATER - NPDES PERMITS	60,000.00	0.00	0.00	60,000.00	0%	20,000.00	2,847.20	20,000.00	0.00	100%
30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RES	164,200.00	0.00	164,200.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
30-471-950-0000	WW - BONDS & NOTES PRINCIPLE	102,540.00	0.00	102,540.06	-0.06	100%	102,540.00	0.00	102,540.06	-0.06	100%
30-471-951-0000	WW - BONDS & NOTES INTEREST	32,895.00	0.00	32,893.99	1.01	100%	36,551.00	0.00	36,551.07	-0.07	100%
		1,101,437.00	63,305.99	967,770.45	133,666.55	88%	947,896.00	104,147.69	927,942.41	19,953.59	98%
Total Operating Budget		9,656,419.00	565,630.91	9,124,649.68	531,769.32	94%	9,138,435.00	881,293.04	9,000,597.16	137,837.84	98%

Sewer



Town of Newmarket, New Hampshire  
Revenue Report <sup>a b</sup>  
For the Period Ended June 30, 2016

			Fiscal Year 2016				Fiscal Year 2015					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year Collected	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year Collected	Percent Collected
Taxes (Real estate), land use, PILOT, interest on taxes			17,915,011.00	-62,327.27	17,975,845.91	-60,834.91	100%	18,033,024.00	9,336.91	18,215,102.32	-182,078.32	101%
Licenses, permit and fees			1,556,300.00	148,276.97	1,757,220.75	-200,920.75	113%	1,315,300.00	142,711.08	1,603,687.43	-288,387.43	122%
From State			657,223.00	0.00	661,359.06	-4,136.06	101%	570,767.00	0.00	643,152.20	-72,385.20	113%
Charges for Services			134,750.00	-7,945.02	252,845.77	-118,095.77	188%	134,750.00	15,824.38	269,907.15	-135,157.15	200%
Misc. Rev. Includes Int. Rev.			14,701.00	10,892.83	42,244.53	-27,543.53	287%	79,701.00	-723.97	128,007.05	-48,306.05	161%
Fund Balance			575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%
Recreation			199,670.00	47,619.97	301,211.24	-101,541.24	151%	191,172.00	41,664.49	259,192.81	-68,020.81	136%
Solid Waste			244,450.00	31,622.84	255,815.80	-11,365.80	105%	244,450.00	30,379.32	234,210.28	10,239.72	96%
Water			947,051.00	9,957.33	879,500.49	67,550.51	93%	890,203.00	66,574.51	947,023.62	-56,820.62	106%
Sewer			1,080,753.00	3,643.73	1,402,739.76	-321,986.76	130%	973,837.00	98,509.55	1,414,615.69	-440,778.69	145%
Total Revenues			23,324,909.00	181,741.38	24,103,783.31	-778,874.31	103%	22,837,664.00	404,276.27	23,714,898.55	-877,234.55	104%

## Fiscal Year 2015

Function		Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
Taxes (Real estate), land use, PILOT, interest on taxes		01-310-000-1001	REAL ESTATE TAXES	17,858,168.00	0.00	17,877,132.68	-18,964.68	100%	18,024,524.00	0.00	18,174,843.00	-150,319.00	101%
		01-310-000-1003	LAND USE CHANGE TAX	3,755.00	4,055.00	37,622.50	-33,867.50	1002%	0.00	0.00	6,500.00	-6,500.00	0%
		01-310-000-1004	YIELD TAXES	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	292.28	1,207.72	19%
		01-310-000-1005	PAYMENTS IN LIEU OF TAXES	23,601.00	0.00	39,679.59	-16,078.59	168%	20,000.00	2,556.88	23,084.86	-3,084.86	115%
		01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROP	27,000.00	26.37	40,279.00	-13,279.00	149%	27,000.00	150.77	44,241.38	-17,241.38	164%
		01-310-000-1007	REDEMPTION INTEREST	79,000.00	11,560.89	56,964.68	22,035.32	72%	60,000.00	7,612.89	62,369.17	-2,369.17	104%
		01-310-000-1008	EXCAVATION TAX	0.00	60.00	1,058.58	-1,058.58	0%	0.00	-1,029.86	1,184.92	-1,184.92	0%
		01-310-000-1010	OVERLAY	-78,013.00	-78,013.00			100%	-100,000.00	0.00	-98,371.00	-1,629.00	98%
		01-310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	2.47	97.38	-97.38	0%	0.00	8.23	41.21	-41.21	0%
		01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	-19.00	1,024.50	-1,024.50	0%	0.00	38.00	916.50	-916.50	0%
				17,915,011.00	-62,327.27	17,975,845.91	-60,834.91	100%	18,033,024.00	9,336.91	18,215,102.32	-182,078.32	101%
Licenses, permit and fees		01-330-000-1013	MV MAIL-IN FEES	0.00	688.00	7,383.00	-7,383.00	0%	7,000.00	736.00	7,314.00	-314.00	104%
		01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEE	1,258,000.00	132,714.00	1,434,088.31	-176,088.31	114%	1,095,000.00	123,033.00	1,292,698.03	-197,698.03	118%
		01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,931.00	31,327.85	-5,327.85	120%	26,000.00	3,063.00	30,596.00	-4,596.00	118%
		01-330-000-1016	BOAT REGISTRATIONS	3,000.00	687.51	5,402.19	-2,402.19	180%	3,000.00	573.16	5,092.56	-2,092.56	170%
		01-330-000-1017	MV TITLE FEES	3,000.00	400.00	4,266.00	-1,266.00	142%	3,000.00	1,038.00	4,038.00	-1,038.00	135%
		01-330-000-1018	DOG LICENSES	0.00	1,309.00	7,717.50	-7,717.50	0%	5,000.00	4,218.00	10,752.50	-5,752.50	215%
		01-330-000-1019	VITAL STATISTICS	0.00	627.00	6,187.00	-6,187.00	0%	3,000.00	954.00	6,943.00	-3,943.00	231%
		01-330-000-1020	UCC'S	0.00	240.00	540.00	-540.00	0%	500.00	165.00	720.00	-220.00	144%
		01-330-000-1022	POLICE - DOG ORDINANCE FINES	0.00	25.00	280.00	-280.00	0%	400.00	100.00	625.00	-225.00	156%
		01-330-000-1023	Finger Prints Receipts	0.00	0.00	20.00	-20.00	0%	0.00	0.00	15.00	-15.00	0%
		01-330-000-1024	BUILDING PERMITS	66,000.00	8,070.00	72,056.25	-6,056.25	109%	20,000.00	8,917.00	66,249.50	-46,249.50	331%
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	50,300.00	585.46	2,259.42	48,040.58	4%	2,400.00	565.92	1,823.43	576.57	76%	
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	0.00	185,693.23	-35,693.23	124%	150,000.00	0.00	176,820.41	-26,820.41	118%	
			1,556,300.00	148,276.97	1,757,220.75	-200,920.75	113%	1,315,300.00	142,711.08	1,603,687.43	-288,387.43	122%	
Taxes (Real estate), land use, PILOT, interest on taxes		01-320-000-1012	HIGHWAY BLOCK GRANT	173,078.00	0.00	177,214.41	-4,136.41	102%	151,260.00	0.00	156,816.26	-5,556.26	104%
		01-320-000-1014	MISC. GRANTS	23,414.00	0.00	19,535.00	3,879.00	83%	0.00	0.00	23,988.00	-23,988.00	0%
		01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	439,966.00	0.00	439,965.89	0.11	100%	399,321.00	0.00	442,237.94	-42,916.94	111%
		01-320-000-1042	RAILROAD TAX	655.00	0.00	654.76	0.24	100%	76.00	0.00	0.00	76.00	0%
		30-320-000-1073	WASTEWATER - STATE REVENUE	20,110.00	0.00	23,989.00	-3,879.00	119%	20,110.00	0.00	20,110.00	0.00	100%
From State				657,223.00	0.00	661,359.06	-4,136.06	101%	570,767.00	0.00	643,152.20	-72,385.20	113%



Town of Newmarket, New Hampshire  
Revenue Report <sup>a b</sup>  
For the Period Ended June 30, 2016

Fiscal Year 2016												Fiscal Year 2015											
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date		Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date		Year to Date Transactions	Balance Year	Percent Collected									
				Transactions						Transactions													
Charges for Services	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	0.00	50.00	0%	50.00	0.00	90.00	-40.00	180%											
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	26.00	11,984.00	-9,984.00	599%	2,000.00	619.00	3,150.00	-1,150.00	158%											
	01-340-000-1028	POLICE REPORT FEES	1,200.00	175.00	2,026.50	-826.50	169%	1,200.00	135.00	1,555.00	-355.00	130%											
	01-340-000-1031	AMBULANCE RECEIPTS	125,000.00	-15,144.97	172,856.49	-47,856.49	138%	125,000.00	14,087.63	175,059.45	-50,059.45	140%											
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	0.00	7,207.50	-2,207.50	144%	5,000.00	102.50	7,377.40	-2,377.40	148%											
	01-340-000-1035	WELFARE REIMBURSEMENTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	726.91	-726.91	0%											
	01-340-000-1036	COURT RECEIPTS	1,500.00	100.00	2,205.00	-705.00	147%	1,500.00	186.93	3,272.92	-1,772.92	218%											
	01-340-000-1038	MISC. RECEIPTS	0.00	6,658.95	49,676.28	-49,676.28	0%	0.00	-11.68	67,617.47	-67,617.47	0%											
	01-340-000-1042	MISC. WELFARE DONATIONS	0.00	0.00	0.00	0.00	0%	0.00	-310.00	73.00	-73.00	0%											
	01-340-000-1043	PARKING TICKETS	0.00	240.00	6,890.00	-6,890.00	0%	0.00	1,015.00	10,985.00	-10,985.00	0%											
Charges for Services			134,750.00	-7,945.02	252,845.77	-118,095.77	188%	134,750.00	15,824.38	269,907.15	-135,157.15	200%											
Misc. Rev. Includes Int. Rev.	01-340-000-1037	COPIER REVENUE	0.00	6.00	91.50	-91.50	0%	0.00	28.00	312.50	-312.50	0%											
	01-340-000-1045	PARKING PERMITS	5,100.00	445.00	2,035.00	3,065.00	40%	5,100.00	110.00	2,300.00	2,800.00	45%											
	01-340-001-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	1,007.50	2,704.00	-2,704.00	0%	0.00	0.00	2,415.00	-2,415.00	0%											
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	555.56	1,705.56	-1,705.56	0%	0.00	0.00	2,494.00	-2,494.00	0%											
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	25.00	2,960.00	-2,960.00	0%	0.00	85.00	2,849.00	-2,849.00	0%											
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	403.00	5,844.00	-5,844.00	0%	0.00	441.00	2,060.20	-2,060.20	0%											
	01-345-000-1044	HOUSING AUTHORITY	0.00	0.00	313.34	-313.34	0%	0.00	0.00	0.00	0.00	0%											
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	0.00	0.00	8,002.50	-8,002.50	0%	65,000.00	-2,057.42	103,916.49	-38,916.49	160%											
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	8,003.00	11,103.00	-7,503.00	308%	3,600.00	275.00	3,450.00	150.00	96%											
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	451.47	7,509.29	-1,509.29	125%	6,000.00	384.90	8,157.11	-2,157.11	136%											
01-350-001-1105	TC/TC OVER AND UNDER	0.00	-3.70	-24.66	24.66	0%	0.00	9.55	52.75	-52.75	0%												
01-360-000-0000	GF - MISCELLANEOUS REVENUE	1.00	0.00	1.00	0.00	100%	1.00	0.00	0.00	1.00	0%												
Misc. Rev. Includes Int. Rev.			14,701.00	10,892.83	42,244.53	-27,543.53	287%	79,701.00	-723.97	128,007.05	-48,306.05	161%											
Fund Balance	01-360-000-1054	FUND BALANCE USED	575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%											
			575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%											
Recreation	05-340-000-1058	RECREATION - REVENUE	199,670.00	47,601.30	295,778.96	-96,108.96	148%	191,172.00	40,367.18	248,284.23	-57,112.23	130%											
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	1,274.70	-1,274.70	0%	0.00	186.90	4,018.06	-4,018.06	0%											
	05-350-000-1048	RECREATION - INTEREST	0.00	18.67	191.33	-191.33	0%	0.00	10.41	76.09	-76.09	0%											
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	0.00	2,085.00	-2,085.00	0%	0.00	1,100.00	5,220.00	-5,220.00	0%											
	05-350-050-1058	RECREATION - BUS USAGE	0.00	0.00	1,881.25	-1,881.25	0%	0.00	0.00	1,594.43	-1,594.43	0%											
Recreation			199,670.00	47,619.97	301,211.24	-101,541.24	151%	191,172.00	41,664.49	259,192.81	-68,020.81	136%											
Solid Waste	07-340-000-1067	SW - LANDFILL RECEIPTS	244,450.00	6,630.00	64,656.69	179,793.31	26%	0.00	5,825.00	61,561.91	-61,561.91	0%											
	07-340-000-1068	SW - GARBAGE BAGS	0.00	13,192.15	166,597.60	-166,597.60	0%	244,450.00	12,710.90	157,946.65	86,503.35	65%											
	07-340-000-1069	SW - RECYCLING BINS	0.00	90.00	1,640.00	-1,640.00	0%	0.00	70.00	1,450.00	-1,450.00	0%											
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	11,692.73	22,573.88	-22,573.88	0%	0.00	11,662.18	12,690.47	-12,690.47	0%											
	07-350-000-1048	SW - INTEREST	0.00	17.96	205.67	-205.67	0%	0.00	16.32	377.89	-377.89	0%											
	07-360-001-0000	SW - MISC. REVENUES	0.00	0.00	141.96	-141.96	0%	0.00	94.92	183.36	-183.36	0%											
Solid Waste			244,450.00	31,622.84	255,815.80	-11,365.80	105%	244,450.00	30,379.32	234,210.28	10,239.72	96%											

Town of Newmarket, New Hampshire  
Revenue Report - a,b  
For the Period Ended June 30, 2016

Fiscal Year 2016										Fiscal Year 2015							
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	20-310-000-1001	WATER - TAX REVENUE	947,051.00	-293.50	777,376.68	169,674.32	82%	890,203.00	55,790.00	841,148.15	49,054.85	94%					
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DEL	0.00	83.37	7,542.67	-7,542.67	0%	0.00	139.32	8,676.38	-8,676.38	0%					
	20-330-000-1071	WATER - ENTRANCE FEES	0.00	4,000.00	15,000.00	-15,000.00	0%	0.00	4,000.00	16,000.00	-16,000.00	0%					
	20-340-000-1038	WATER - OTHER MISC. REVENUE	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,546.92	-1,546.92	0%					
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	245.00	-245.00	0%	0.00	0.00	160.00	-160.00	0%					
	20-350-000-1047	WATER - RENT OF MUNICIPAL PROPERTY	0.00	6,090.39	76,787.16	-76,787.16	0%	0.00	6,592.91	76,867.62	-76,867.62	0%					
	20-350-000-1048	WATER - INTEREST	0.00	77.07	976.98	-976.98	0%	0.00	52.28	1,097.55	-1,097.55	0%					
	20-350-021-1073	WATER - DEDUCT METER	0.00	0.00	1,572.00	-1,572.00	0%	0.00	0.00	1,527.00	-1,527.00	0%					
		947,051.00	9,957.33	879,500.49	67,550.51	93%	890,203.00	66,574.51	947,023.62	-56,820.62	106%						
Sewer	30-310-000-1001	WASTEWATER - TAX REVENUE	1,080,753.00	-523.98	1,365,314.53	-284,561.53	126%	973,837.00	89,927.22	1,375,807.87	-401,970.87	141%					
	30-310-000-1006	WASTEWATER - INTEREST ON DELINQUENT T	0.00	167.71	12,212.23	-12,212.23	0%	0.00	295.33	12,377.92	-12,377.92	0%					
	30-330-000-1071	WASTEWATER - ENTRANCE FEES	0.00	4,000.00	22,000.00	-22,000.00	0%	0.00	4,000.00	19,000.00	-19,000.00	0%					
	30-340-000-1038	WASTEWATER - OTHER MISC. REVENUE	0.00	0.00	0.00	0.00	0%	0.00	0.00	3,142.90	-3,142.90	0%					
	30-345-000-1038	WASTEWATER - MISC. GRANTS	0.00	0.00	3,213.00	-3,213.00	0%	0.00	4,287.00	4,287.00	-4,287.00	0%					
		1,080,753.00	3,643.73	1,402,739.76	-321,986.76	130%	973,837.00	98,509.55	1,414,615.69	-440,778.69	145%						
Total Revenues			23,324,909.00	181,741.38	24,103,783.31	-778,874.31	103%	22,837,664.00	404,276.27	23,714,898.55	-877,234.55	104%					





TOWN OF NEWMARKET, NEW HAMPSHIRE  
PLANNING OFFICE

July 14, 2016

Kirsten Howard, Coastal Resilience Specialist  
New Hampshire Coastal Program  
Pease Field Office, New Hampshire Department of Environmental Services  
222 International Drive, Suite 175  
Portsmouth, NH 03801

Re: Payment Request #2  
Building Resilience to Flooding and Climate Change in the Moonlight Brook Watershed

Dear Ms. Howard,

Attached is our last and final request for the above referenced project, as requested.

If you have any questions, please feel free to contact me at Ext. 1315. Thank you kindly.

Sincerely,

Diane F. Hardy, AICP  
Town Planner

cc. Robert Roseen, Waterstone Engineering  
Carol Sheehan, Newmarket Finance Department



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

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### Police Department

#### **Activity:**

In the past month we have covered two fatal motor vehicle accidents. In both cases, there was a single vehicle involved with a lone occupant colliding with an object. In the first case the cause of the accident was a medical emergency on the part of the operator which caused her to lose control and strike a tree on Route 108. The second involved a thirty year old male resident who lost control of his vehicle on New Road and struck the corner of a garage at a residence along the road. The cause of this accident is still under investigation at this time. The Newmarket Police Department wishes to convey our deepest condolences to the families of the victims.

In the first six months of 2016, the Police Department has made 123 custodial arrests, initiated 150 criminal investigations and covered 60 reportable motor vehicle accidents. The dispatch center has handled 9230 calls for service in this same period.

#### **Personnel:**

As the members of the Town Council have heard, I have notified Town Administrator Fournier that I intend to retire as your police chief effective August 30<sup>th</sup>. It has been my pleasure and privilege to serve as a Newmarket police officer for more than 36 years and as your chief for the last eleven. The Town certainly has changed a lot since I first started here in 1977. But one thing that has not changed is the spirit of community that exists here. Newmarket residents are second to none. It's been a great place to work and raise a family. I would like to thank the citizens and Town Council members past and present for their continued support for me and for the members of my department.

There are no other staff changes to report.

#### **School Resource Officer Wayne Stevens:**

Each year as part of our employee evaluation process, we seek input from the High School and the SAU on our School Resource Officer program. As you all are aware, this existence of this position has evolved into a critical partnership between the schools, the police department, and the community. This year we received a letter from Jr./Sr. High School Principal Chris Mazzone regarding the performance of SRO Wayne Stevens. I have attached a copy of this document to my report. I think it illustrates how the SRO program has become an integral part of the day to day operations of the school and the importance of the program to the schools, the staff and students and the community.



**Downtown Pedestrian Improvements Project:**

The downtown pedestrian safety project has begun construction in the Main Street area. The project is expected to last several weeks with a two week period of full time around the clock traffic detours involving southbound Route 108 traffic. As we get closer to the dates of the traffic detours, we do our best to notify the residents to minimize the inconvenience and traffic delays. The detour route will be the same route used during the Downtown improvement project several years ago.

**Lamprey Health 5K Road Race:**

This year's Lamprey Health 5K Road Race is scheduled for Saturday August 13, 2016 at 8:00AM. While traffic will be diverted or delayed for a very short period of time, we don't anticipate any major traffic interruptions since no Old Home Weekend event has been planned for the Main Street area. We anticipate that the downtown construction detour will be completed by this time.

**New Cruiser:**

We hope to have the new cruiser operational by July 25<sup>th</sup>. The vehicle is currently at Ossipee Mountain Electronics in Moultonborough undergoing the equipment retrofit. Delays in Ford's shipping schedule put the vehicle more than 30 days behind the anticipated delivery date.

**Police Station Maintenance:**

By the end of this week contractors will have completed replacing the siding on the police station. The old siding which was originally installed on the structure in 1995, was in desperate need of replacement. Several of the sills were rotted and cracked. The wooden siding is being replaced with a superior grade of vinyl siding which will be nearly maintenance free and will maintain the look and feel of the building the residents have been accustomed to.

**Fiscal Year 2016 Budget:**

The Police Department finished fiscal year 2015-2016 approximately 7.5 percent under budget. The majority of the savings is attributed to the gasoline line item and the full-time salaries line item. At the time the budget was prepared gasoline prices were expected to closer to the \$ 3.00 gallon amount. In addition the newer police cruisers with their six cylinder engines are more fuel efficient and have proven to more cost effective to operate.

Our full-time salaries line item was under budget and this is attributed to a vacant position in dispatch that took several months to fill.

**Fiscal Year 2017 Budget:**

Although it is very early in the fiscal year, expenditures for the FY 2016-2017 budget are expected to be in line with the projected budget.

**POLICE****FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,308,012.00	95,377.25	1,209,883.98	98,128.02	92%

**FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,249,752.00	146,266.23	1,245,786.92	3,965.08	100%





Newmarket Junior-Senior High School  
213 South Main Street  
Newmarket, New Hampshire 03857-1898  
603-659-3271  
[www.newmarket.k12.nh.us](http://www.newmarket.k12.nh.us)

Chris Mazzone	<i>Principal</i>
Matthew Foster	<i>Assistant Principal</i>
Thomas Pavlidis	<i>Director of Guidance</i>
Kristin Eberl	<i>Guidance Counselor</i>
Kristina Cochran	<i>Special Education Director</i>

July 1<sup>st</sup>, 2016

Lieutenant True,

Please allow me once again to express sincere thanks and gratitude to the Newmarket Police Department with regard to the positive relationship that continues between the police department and our school. The School Resource Officer program continues to provide a sense of safety for the entire student body and faculty at Newmarket Junior Senior High School. As an experienced educator, I understand well the difference between schools that are fortunate to employ an SRO, and those who do not. Our SRO program is truly an asset to our community.

An effective school resource officer provides many things to a school community. In addition to providing a sense of safety and security for students, parents, and faculty, Officer Stevens has become a part of the fabric of Newmarket Junior Senior High School. Officer Stevens' role is multi-faceted. He provides oversight on critical items such as safety and evacuation plans, supervision, and acts as valuable resource on issues of legality. This year, Wayne and I have become better equipped through FEMA and the Department of Homeland Security. Attending workshops and trainings designed to help manage post crisis events, and active shooter workshops helps and allows us to keep the safety of our town's children safe. This has been a focus of our work this past school year.

Wayne Stevens continues to provide professionalism and leadership in his dealings with representatives from state and local law enforcement, juvenile justice agencies, DCYF, and families. We routinely work together to help improve the lives of students and families. Officer Stevens provides care and insight that is often paramount to student health and safety. He is easily accessible, and exhibits the kind of care and compassion needed to affect positive change. Officer Stevens even finds time to provide classroom knowledge to students and teachers each quarter as well. Officer Stevens is available when needed.

Over the last three years, the work of the SRO has helped to improve student attendance and decrease truancy rates, eliminate issues of violence, and added to the overall positive climate of what has been recently been regarded as one of the most successful schools in the seacoast area. This year, we reached a milestone in which no high school students were considered "habitually truant" per state statute. This is an amazing accomplishment which is an indicator of the hard work and resolve we share.

For students to succeed, they must first feel physically and emotionally safe. The SRO program in our school is one of the reasons why Newmarket's children continue to excel. Thank you.

Sincerely,

Chris Mazzone

Principal

## **Fire and Rescue Department**

- For the month of June the department responded to 81 calls for service of those 54 were medical calls transporting 38 patients to area hospitals. The ambulance responded to Newfields for six medical calls transporting two patients. The ambulance also responded to Stratham twice transporting one patient. The ladder responded to Newfields and Rochester for building fires. The tanker responded to Durham two times for station coverage and the mobile command unit responded to Rochester.
- We are working with Newmarket ASAP committee at making the fire station a Safe House for people struggling with addiction. The station would be open seven days a week from 7am to 5pm. If the crew is out on a call or its afterhours we will be asking people to contact dispatch. We will then transport these individuals to Safe Harbor in Portsmouth. Several departments throughout the state are beginning to offer this to their residents and it's been very positive.
- The new ambulance is moving along well on the production line we hope to take delivery in early October.
- I have attached charts with activity reports for the month of June.
- The budget expenditures are up due to the increase in calls for service. It will be very difficult to hold the line this year.

### **FIRE**

<b><u>FISCAL YEAR 2016</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
334,185.00	24,803.35	353,465.52	-19,280.52	106%	
<b><u>FISCAL YEAR 2015</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
347,585.00	37,800.08	362,046.11	-14,461.11	104%	



# Newmarket Fire & Rescue

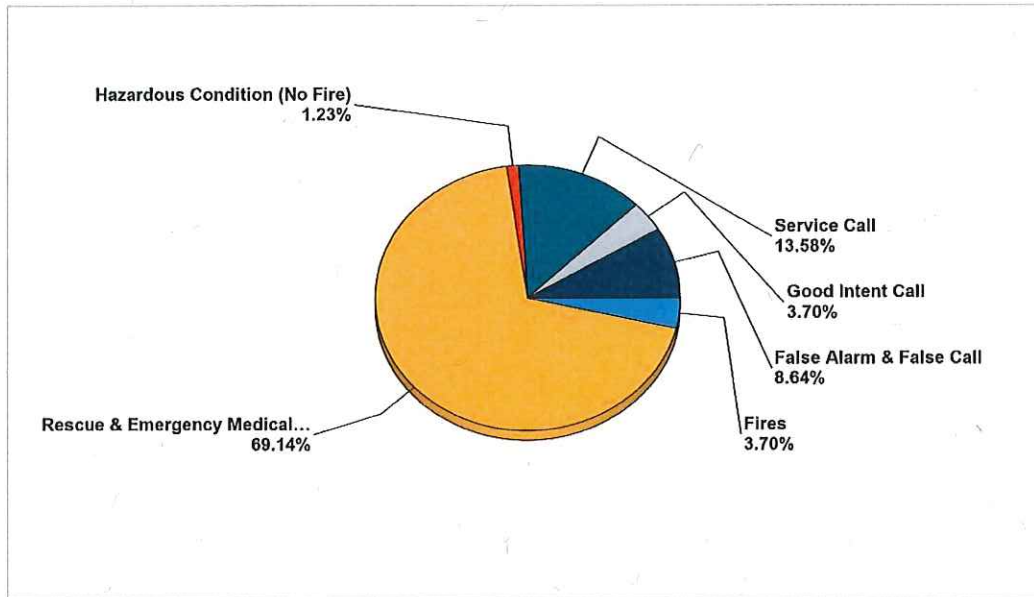
Newmarket, NH

This report was generated on 7/5/2016 10:01:35 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2016 | End Date: 06/30/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.70%
Rescue & Emergency Medical Service	56	69.14%
Hazardous Condition (No Fire)	1	1.23%
Service Call	11	13.58%
Good Intent Call	3	3.70%
False Alarm & False Call	7	8.64%
<b>TOTAL</b>	<b>81</b>	<b>100.00%</b>

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



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 553

Page # 1 of 2

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
114 - Chimney or flue fire, confined to chimney or flue	1	1.23%
151 - Outside rubbish, trash or waste fire	1	1.23%
160 - Special outside fire, other	1	1.23%
321 - EMS call, excluding vehicle accident with injury	52	64.20%
322 - Motor vehicle accident with injuries	3	3.70%
324 - Motor vehicle accident with no injuries.	1	1.23%
400 - Hazardous condition, other	1	1.23%
511 - Lock-out	1	1.23%
512 - Ring or jewelry removal	1	1.23%
520 - Water problem, other	1	1.23%
551 - Assist police or other governmental agency	1	1.23%
554 - Assist invalid	3	3.70%
571 - Cover assignment, standby, moveup	4	4.94%
600 - Good intent call, other	1	1.23%
611 - Dispatched & cancelled en route	2	2.47%
700 - False alarm or false call, other	2	2.47%
730 - System malfunction, other	1	1.23%
733 - Smoke detector activation due to malfunction	1	1.23%
745 - Alarm system activation, no fire - unintentional	3	3.70%
<b>TOTAL INCIDENTS:</b>	<b>81</b>	<b>100.00%</b>

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



## Newmarket Fire & Rescue

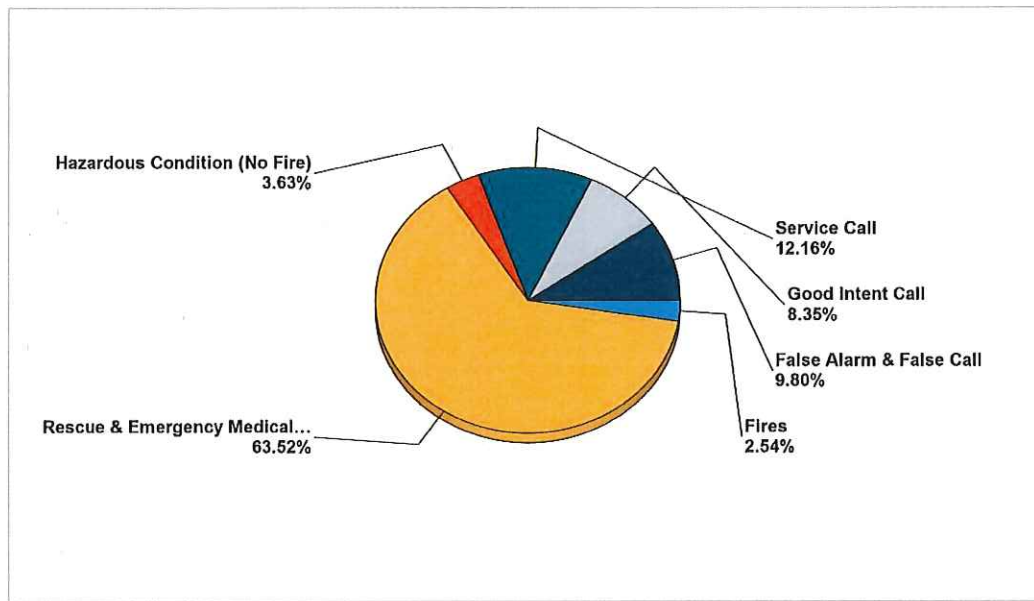
Newmarket, NH

This report was generated on 7/5/2016 10:03:14 AM



### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2016 | End Date: 06/30/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	14	2.54%
Rescue & Emergency Medical Service	350	63.52%
Hazardous Condition (No Fire)	20	3.63%
Service Call	67	12.16%
Good Intent Call	46	8.35%
False Alarm & False Call	54	9.80%
<b>TOTAL</b>	<b>551</b>	<b>100.00%</b>

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



**EMERGENCY  
REPORTING**  
emergencyreporting.com  
Doc Id: 553  
Page # 1 of 3

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	4	0.73%
113 - Cooking fire, confined to container	2	0.36%
114 - Chimney or flue fire, confined to chimney or flue	2	0.36%
140 - Natural vegetation fire, other	2	0.36%
141 - Forest, woods or wildland fire	1	0.18%
142 - Brush or brush-and-grass mixture fire	1	0.18%
151 - Outside rubbish, trash or waste fire	1	0.18%
160 - Special outside fire, other	1	0.18%
311 - Medical assist, assist EMS crew	2	0.36%
320 - Emergency medical service, other	14	2.54%
321 - EMS call, excluding vehicle accident with injury	308	55.90%
322 - Motor vehicle accident with injuries	14	2.54%
324 - Motor vehicle accident with no injuries	10	1.81%
353 - Removal of victim(s) from stalled elevator	1	0.18%
381 - Rescue or EMS standby	1	0.18%
400 - Hazardous condition, other	1	0.18%
410 - Combustible/flammable gas/liquid condition, other	1	0.18%
411 - Gasoline or other flammable liquid spill	2	0.36%
412 - Gas leak (natural gas or LPG)	1	0.18%
413 - Oil or other combustible liquid spill	1	0.18%
424 - Carbon monoxide incident	5	0.91%
440 - Electrical wiring/equipment problem, other	1	0.18%
441 - Heat from short circuit (wiring), defective/worn	1	0.18%
443 - Breakdown of light ballast	1	0.18%
444 - Power line down	4	0.73%
445 - Arcing, shorted electrical equipment	2	0.36%
500 - Service Call, other	2	0.36%
511 - Lock-out	6	1.09%
512 - Ring or jewelry removal	1	0.18%
520 - Water problem, other	5	0.91%
522 - Water or steam leak	2	0.36%
531 - Smoke or odor removal	1	0.18%
550 - Public service assistance, other	2	0.36%
551 - Assist police or other governmental agency	8	1.45%
553 - Public service	2	0.36%
554 - Assist invalid	14	2.54%
561 - Unauthorized burning	9	1.63%
571 - Cover assignment, standby, moveup	15	2.72%
600 - Good intent call, other	9	1.63%
611 - Dispatched & cancelled en route	32	5.81%
631 - Authorized controlled burning	1	0.18%
632 - Prescribed fire	1	0.18%
651 - Smoke scare, odor of smoke	1	0.18%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.18%
671 - HazMat release investigation w/no HazMat	1	0.18%
700 - False alarm or false call, other	5	0.91%
715 - Local alarm system, malicious false alarm	1	0.18%
730 - System malfunction, other	4	0.73%
731 - Sprinkler activation due to malfunction	1	0.18%
733 - Smoke detector activation due to malfunction	2	0.36%
735 - Alarm system sounded due to malfunction	8	1.45%
736 - CO detector activation due to malfunction	7	1.27%
740 - Unintentional transmission of alarm, other	4	0.73%
743 - Smoke detector activation, no fire - unintentional	1	0.18%
745 - Alarm system activation, no fire - unintentional	20	3.63%

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
746 - Carbon monoxide detector activation, no CO	1	0.18%
<b>TOTAL INCIDENTS:</b>	<b>551</b>	<b>100.00%</b>

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

## Public Works Department

- The Bennett Way sidewalk project is moving along well. The granite curb has been installed and crews have been fine grading and preparing the sidewalks for paving.
- The Pedestrian Project for Main Street has been awarded to Target Construction of Salem, NH. They will be mobilizing and gearing up to start work in July. This project should be completed in 90 days.
- Underwood Engineers is progressing well with the New Road Drainage Project. They have 60% of the design completed. They are working with DES on a proposed new outfall that would outlet down Young Lane and into the Lamprey River verse down Exeter Road and into Moonlight Brook. This could alleviate flooding on Exeter Road.
- The siding replacement for the police station has begun and is progressing well. This work will be done in two weeks. The work at the community center will begin as soon as summer camp ends in August.
- I have attached charts to show more detail on budget expenditures

### **DPW ADMIN**

#### FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
417,347.00	30,100.60	386,703.81	30,643.19	93%

#### FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
428,947.00	47,851.59	451,047.52	-22,100.52	105%

### **ROADS & SIDEWALKS**

#### FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
386,570.00	2,461.18	289,635.68	96,934.32	75%

#### FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
420,890.00	19,938.18	403,219.96	17,670.04	96%

### **STREET LIGHTS**

#### FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
46,250.00	3,613.00	46,744.32	-494.32	101%

#### FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
43,750.00	8,169.22	49,029.84	-5,279.84	112%



**BUILDINGS  
& GROUNDS****FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
468,202.00	30,299.81	449,126.97	19,075.03	96%

**FISCAL YEAR 2015**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
479,185.00	50,890.34	492,391.54	-13,206.54	103%

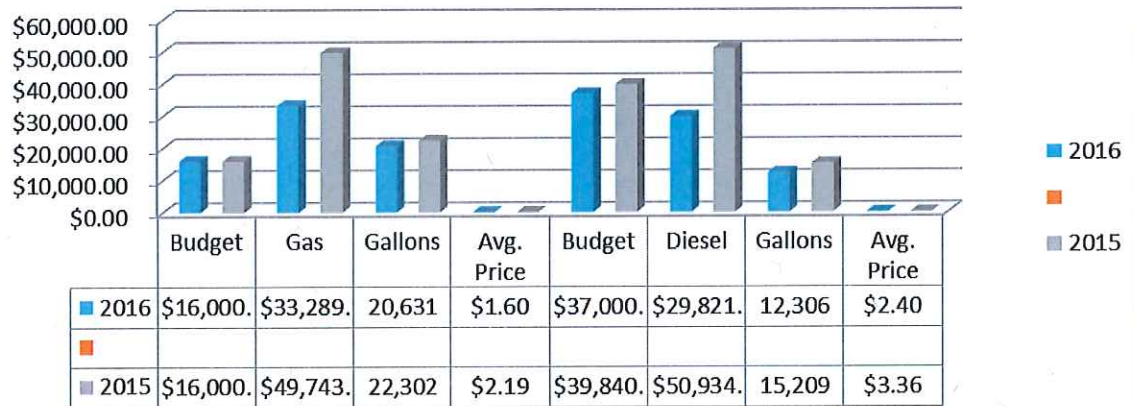
**CEMETERIES****FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
36,963.00	2,400.04	26,948.15	10,014.85	73%

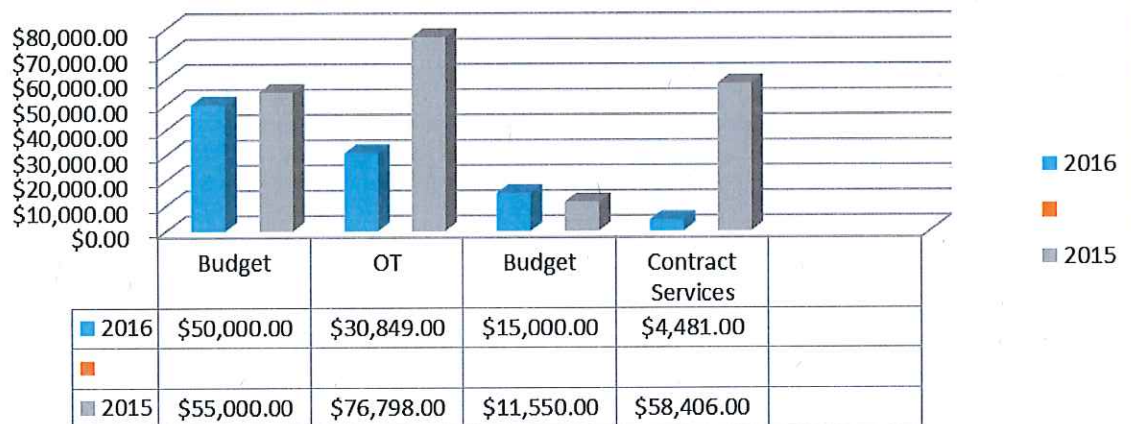
**FISCAL YEAR 2015**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
35,278.00	4,710.15	28,138.75	7,139.25	80%

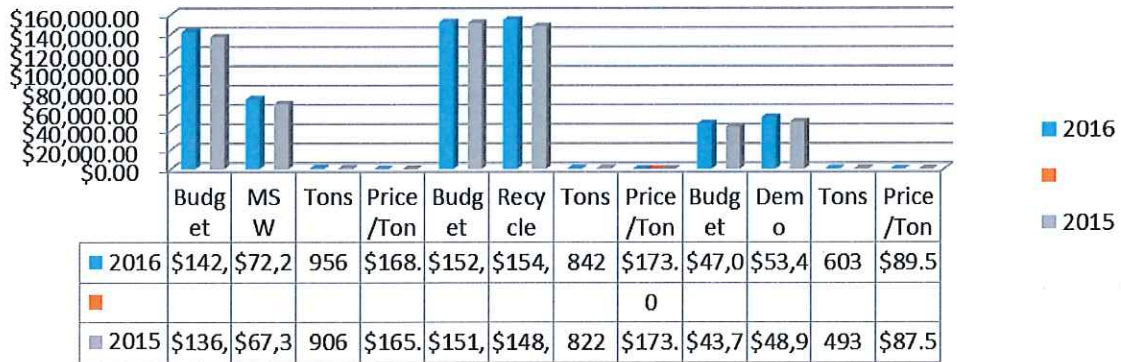
## Public Works Department YTD Gas/Diesel



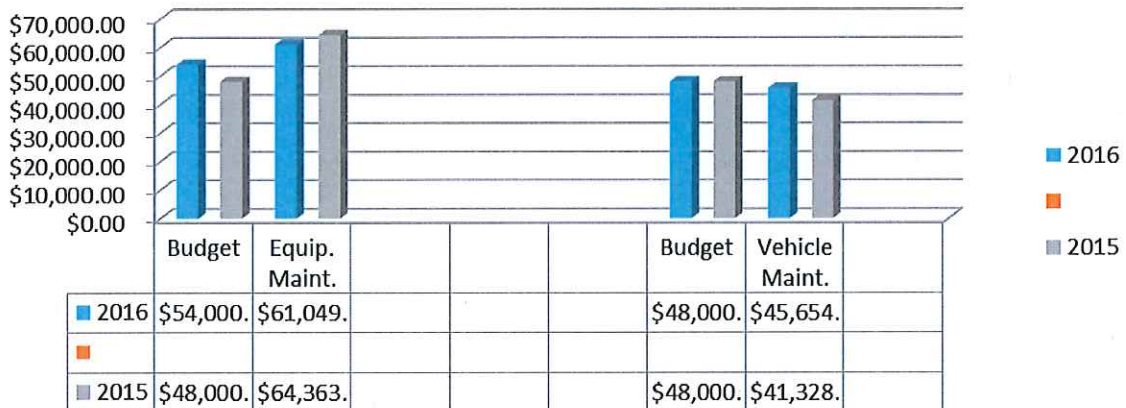
## Public Works Department YTD Overtime/Contract Services



## Public Works Department YTD Solid Waste

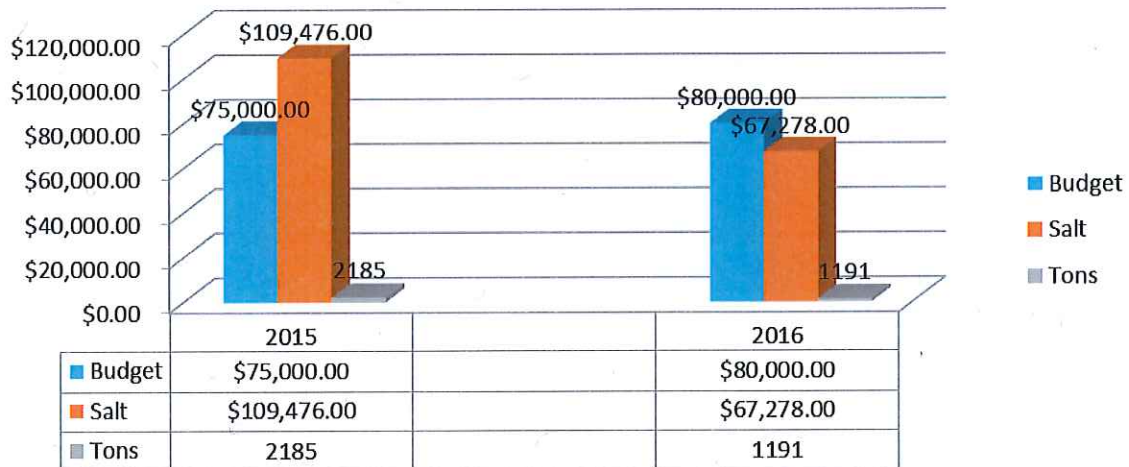


## Public Works Department YTD Equipment/Vehicle Maintenance

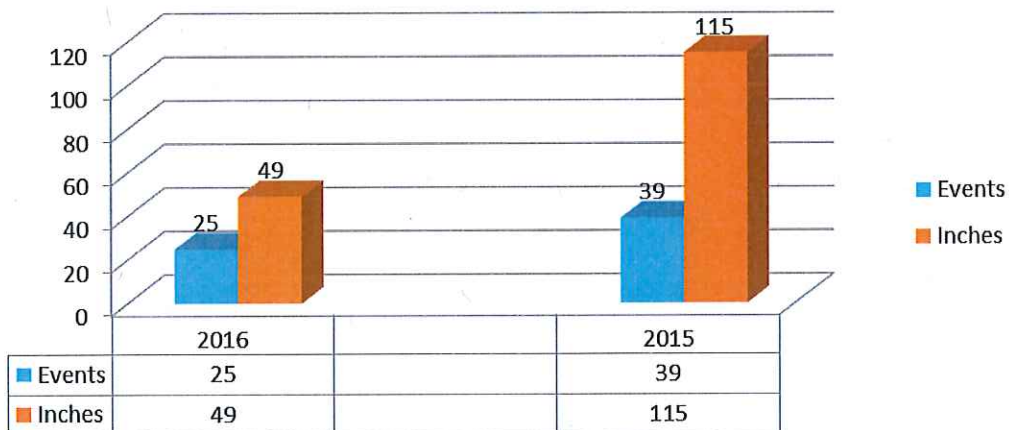




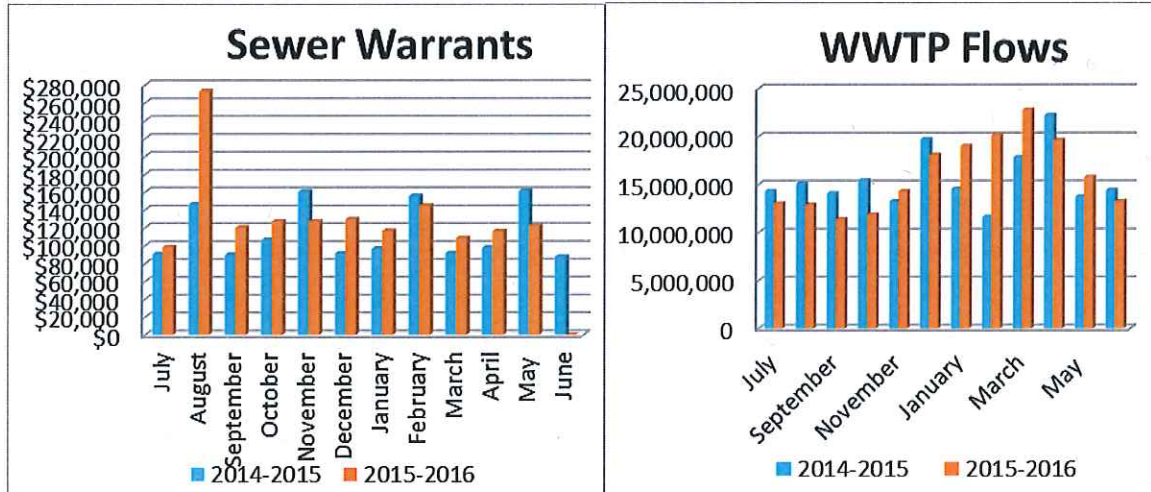
## Public Works Department YTD Salt



## Public Works Department YTD Snow Events



## Environmental Services Department System Report



There are no warrants for water and sewer in June. The reason is the Water and Sewer Departments have changed from monthly to quarterly billing.

### Wastewater Treatment Facility Construction

Apex continues to work on the Wastewater Treatment Plant Improvements.



Sewer main cleaning in the month of June: Salmon Street, Pine Street, Maplecrest, Packersfalls.

On June 30, 2016, a crow landed on the high line and tripped a fuse that caused a power outage at the wastewater treatment plant. The standby generator started and supplied power to the plant. On call personnel was called in and called Eversource to reset the fuse on the pole.

# Monthly Operations Report

Newmarket WPCF

Permit # NH00100196

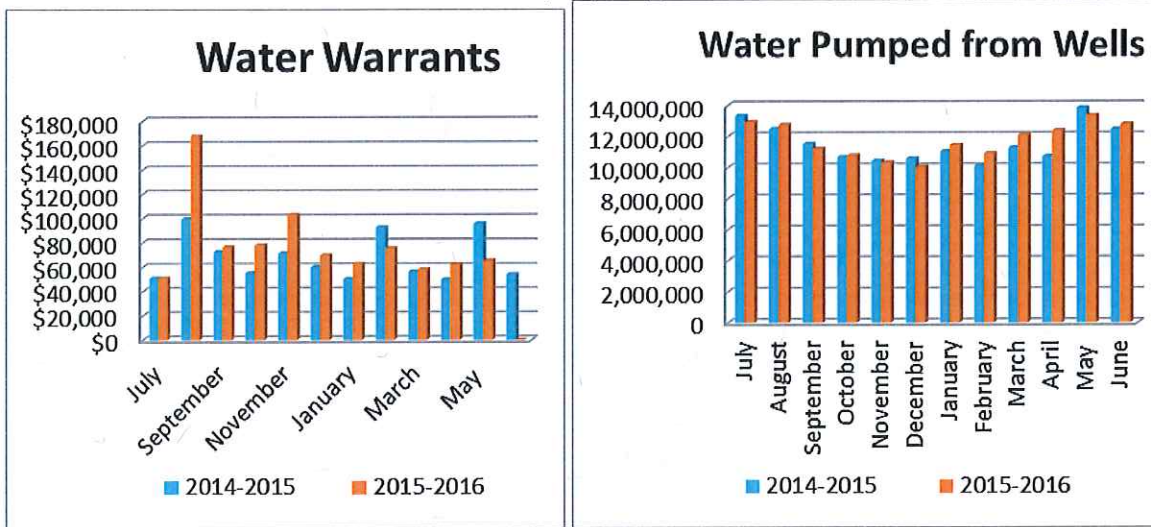
June-2016

	Influent Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine	
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Max / Min	
1	.3670	.10	2.4	.4730		23		22	39.0	7.8	7.0	311	135	0.00	0.00
2	.4500	.10	1.3	.4630		21		17	36.0	8.1	7.0	68	66	0.00	0.00
3	.3490	.10	1.6	.4530						7.9	7.1	84	57	0.00	0.00
4	.3560	.10	0.8	.4070						7.9	6.9	<2	15	0.00	0.00
5	.4920	.08	1.3	.5410						7.9	6.9	62	8	0.00	0.00
6	.4040	.00	1.4	.4460						7.8	7.1	<2	5	3.17	0.00
7	.3770	.09	1.4	.4180	304	19	314	19	35.0	7.9	7.0	30	14	3.48	0.00
8	.3680	.07	0.9	.4580		19		18	35.0	7.0	7.0	91	24	0.00	0.00
9	.4630	.07	1.1	.4640						7.9	7.0	680	30	0.00	0.00
10	.3540	.06	1.0	.4730						8.0	7.1	55	77	0.00	0.00
11	.3600	.07	0.9	.4760						7.8	7.3	8	26	0.27	0.00
12	.3810	.09	1.1	.4930						7.8	7.1	41	6	0.00	0.00
13	.3580	.07	1.1	.4340						7.8	7.0	17	36	0.00	0.00
14	.3520	.06	1.0	.4370		17		16	35.0	7.8	7.0	68	29	0.00	0.00
15	.3460	.04	1.1	.4100		21		20	34.0	7.8	7.0	40	30	0.00	0.00
16	.3430	.10	1.2	.4150						7.9	7.0	357	36	0.00	0.00
17	.3520	.03	1.0	.4410						8.0	7.0	30	23	0.00	0.00
18	.3260	.05	1.0	.4050						7.8	7.0	29	45	0.00	0.00
19	.3320	.01	1.0	.4100						7.9	6.9	80	26	0.00	0.00
20	.3430	.07	1.5	.4590						7.7	7.0	28	28	0.00	0.00
21	.3360	.00	1.1	.3190	330	17	274	15	29.0	7.8	7.0	106	34	2.21	0.00
22	.3280	.02	1.2	.4460		20		13	30.0	7.7	7.0	135	31	0.00	0.00
23	.3370	.02	1.0	.4330						7.1	7.0	118	58	0.00	0.00
24	.3270	.03	0.8	.4200						7.9	7.0	395	25	0.00	0.00
25	.3270	.03	1.0	.4240						7.8	7.1	3	1	0.00	0.00
26	.3520	.02	1.0	.4570						7.7	7.1	74	3	0.00	0.00
27	.3330	.02	0.8	.4360						7.8	6.9	20	22	0.00	0.00
28	.3360	.05	0.9	.4680		23		24	30.0	7.7	6.9	91	19	0.00	0.00
29	.3370	.02	1.0	.4580		22		19	31.0	8.2	7.0	66	66	0.00	0.00
30	.3240	.05	0.9	.4460						7.4	7.0	60	18	0.00	0.00

Average Wastewater Flow Discharged: 0.5410 Million Gallons/Day  
 Biochemical Oxygen Demand (BOD) Removal: 94%



Total Suspended Solids (TSS) Removal: 94%  
 Total Nitrogen (TN) Average Discharge: 33.3 mg/L  
 Gallons Treated for Fiscal Year 2015/2016: 155,455,000 gallon



The Water Department pumped 140,993,700 gallons of water from the Bennett and Sewall Wells into the water system for the 2015/2016 fiscal year.

#### MacIntosh Well Project

Waterline Industries continues to install equipment at the blending facility. They have installed a flow meter on South Main Street. The meter will be used to monitor flows for the operation of the Blending Facility.



Blending Facility



Flow Meter on South Main St.



Inside of water main on South Main St.

1905 Water Main on South Main St.

#### Water Loss

The Water loss for the month of June was 11%. The Water Department found and repaired a water leak on Packersfalls Road.

#### Bennett and Sewall Well

The Bennett and Sewall water levels are not good, but are holding at 32 feet and 62 feet respectively. The Seacoast area is experiencing a drought. So it is vital that the water users conserve water whenever possible. The Town is currently in stage 3 of its Water Management Plan. If the water levels at the wells drop lower, the Town will move from stage 3 to stage 4 of its Water Management plan.

#### **WATER**

<u>FISCAL YEAR 2016</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
947,051.00	31,028.82	853,445.22	93,605.78	90%	

<u>FISCAL YEAR 2015</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
829,062.00	37,849.19	819,961.07	9,100.93	99%	

#### **SEWER**

<u>FISCAL YEAR 2016</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
1,101,437.00	63,305.99	967,770.45	133,666.55	88%	

<u>FISCAL YEAR 2015</u>					
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
947,896.00	104,147.69	927,942.41	19,953.59	98%	

## **Information Technology**

IT is on vacation. We will have a separate report when he returns.

**IT**

<b><u>FISCAL YEAR 2016</u></b>				
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
131,752.00	7,168.07	124,252.15	7,499.85	94%

<b><u>FISCAL YEAR 2015</u></b>				
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
134,610.00	9,444.21	127,557.54	7,052.46	95%



## **Building Inspector/Code Enforcement Officer**

### **Previous Month Activities**

Permits Issued				
19	Building	\$ 7,900		
13	Electrical	\$ 665	4 paid with building permit	
7	Plumbing	\$ 65	*6 paid with building permit	
12	Mechanical	\$ 175	*9 paid with building permit	

Total            51                      **\$ 8,805**

- Conducted 54 regular inspections.
- Attended NH Emergency Preparedness Conference. This conference is funded by the State Department of Homeland Security. The Building Official program track emphasized building communities resilient to severe weather events and projected sea- level rise.
- We ordered the demolition of a dilapidated accessory structure on New Road and the owner has complied. We have also issued a number of written warnings under the Machinery Junkyard Statute. Most have been fairly understanding of the requirements.
- The Rockingham Greens development is roughly 50% built out. I would encourage Council Members to visit the development. All of the homes are Energy Star rated and will consume a fraction of the energy to heat and cool of a home that merely meets the currently adopted energy code.
- This office continues to consult with and advise the Newmarket Business Association. Their renewed vibrancy has become a positive force in the commercial vitality. Their efforts are creating some gravity in the downtown. We are currently enjoying a strong demand for downtown commercial space and the enhancements to pedestrian safety will only enhance and expand this demand.
- The Joint Loss Management Committee has arraigned for employee training on Identifying & Responding to Aggressive Behavior.
- The on-line permit application program is being designed built by a New Hampshire company. We hope to have this service available to the community soon.
- We have assisted property owners with processing stub electrical pole removal work orders. These are essentially telephone poles that the utilities no longer use, but have not been removed. We have a number of these poles which residents find unsightly. They also in many cases pose a fixed roadside hazard

### **BUILDING INSPECTION**

#### **FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
67,253.00	5,280.93	68,410.87	-1,157.87	102%

#### **FISCAL YEAR 2015**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
67,063.00	8,731.63	70,483.03	-3,420.03	105%

## Town Clerk - Tax Collector

### TAXES

Total Committed 2016	\$9,070,556	Tax 1	
Total Collected thru 6/30/16	\$6,988,754	Principal	

### TAX LIENS

	<u>2015 Liens</u> <u>(Deed 2018)</u>	<u>2014 Liens</u> <u>(Deed 2017)</u>	<u>2013 Liens</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 6/30/16	240,681.	133,802.	4,731.

### WATER & SEWER (1/1 THRU 6/30/2016)

	<u>2016</u>	<u>2015</u>
Water Billed	326,795.	400,684.
Sewer Billed	612,655.	693,047.
Uncollected thru 6/30/16	61,398.	186,827.

### TOWN CLERK REVENUE (7/1/15 thru 6/30/16)

	<u>Year End</u> <u>6/30/16</u>	<u>Year End</u> <u>6/30/15</u>	
Motor Vehicle (MV)	1,438,992.	1,296,703.	10.97% increase
Town "non-MV"	135,052.	138,193.	2.27% decrease
State NH (MV, Vitals, Boats, Dogs)	526,252.	503,086.	4.60% increase

- Motor vehicles still on the upswing
- Daily activity steady
- Dog Licenses were due April 30<sup>th</sup>
  - Approx 1300 dogs total; 1151 licensed as of June 30<sup>th</sup>
- 2013 Deed Date: June 9, 2016
  - 3 mobile homes - small claims court for non payment
- 2016 1<sup>st</sup> Issue Property Tax Bill
  - Mailed: 6-2-2016
  - Due Date: 7-5-2016

### **TOWN CLERK**

### FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
162,270.00	14,317.74	163,854.45	-1,584.45	101%

### FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
158,157.00	21,079.63	161,542.22	-3,385.22	102%

## **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 plan envisions the existing golf course, to remain open to the public, and the adjacent wetlands to be preserved as open space. Construction activity has moved along expeditiously at the site. Road construction is nearly complete with only the overlay to be completed. A performance guarantee has been posted in the amount of \$106,000 to assure final completion of the road and all related infrastructure improvements. The developer has received Certificates of Occupancy (COs) for the first eighteen (18) homes in the development. Ten (10) homes have building permits open and are currently under construction.

***Newmarket Industrial Park Lot 6, LLC/Shearwater Investment Corporation*** –A design review meeting was held at the March 15, 2016 Planning Board meeting regarding expansion plans at the Industrial Park. The owners of the 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 design review meeting allowed the Board and applicant to engage in non-binding discussions and address design issues prior to formal application filing and major design investments by the applicant. At the July 2, 2016 Planning Board meeting, the application was continued to the August 9, 2016 Planning Board meeting at the request of the applicant.

***Chinburg Properties, Inc./Hayden Family Revocable Trust*** - Residential Open Space Development at 74 Bald Hill Road. 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. A certificate of occupancy for the first home in subdivision has been issued. Road construction has proceeded expeditiously with only the curbing, landscaping, and 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. A certificate of occupancy for the first home has been issued and building permits have been issued for another three (3) homes in the development which are under construction.

##### ***Applications before the Board***



**Real Estate Advisors, Inc.** – The application was denied by the Planning Board at its meeting of May 10 because it was felt the exterior façade of the building was not aesthetically pleasing and did not ensure visual harmony of the site within the surrounding neighborhood. The applicant has appealed the decision of the Planning Board to the Rockingham County Superior Court. The proposal involves adding a four unit town house condominium building with related parking to the property at R-1 Grape Street.

**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 application 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 will be submitted for August 9, 2016 meeting.

**DDC Realty Trust/David P. Valcovic** - have submitted an application for a subdivision of an 8.01 acre tract at 125 Grant Road, Tax Map R4, Lot 44, R1 zone. The lot with the existing house at the corner of Grant and Ash Swamp Road will be 2.57 acres. The Planning Board has requested an evaluation of wetlands and drainage on site by a certified wetlands scientist, due to the presence of standing water on one of the lots during certain times of the year. The application was accepted for review and continued until the August 9, 2016 meeting.

#### ***Other Business***

#### **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 the fall of 2016. 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 set up a subcommittee to work with the Town Planner on these amendments for consideration at a future Planning Board meeting.

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

***Future Land Use Chapter*** – At its meeting on July 12, 2016, the Planning Board unanimously amended and adopted a new Future Land Use chapter of the Newmarket Master Plan. The amendment includes a new future land use map with changes for a Continuing Care Retirement Overlay District, Assisted Living Overlay (ALO) District and Route 108 Corridor Overlay District and recommendations related to

economic development, a developer's guide, climate change, shoreland and water quality protection, stormwater management, property maintenance and junkyards.

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

The Zoning Board of Adjustment received an application from Waterway Realty LLC for a variance to allow the subdivision of a lot which currently contains four units, thereby creating a new lot for development at 310 Wadleigh Falls Road, aka the "Walker Farm". Specifically, the applicant was seeking a variance to permit four units on an existing lot in the R-1 lot, whereas only one single-family unit is permitted under current zoning. The applicant was also seeking a boundary adjustment of the non-conforming lot, which would not bring the lot into closer conformity with the Ordinance. Lastly, the applicant was seeking a variance from the maximum residential density requirement of ½ unit per acre, to allow four (4) units on four acres, whereas eight (8) acres are required. At the June 15, 2015 meeting, the Zoning Board granted the first variance to allow the status quo to continue, with four units on a 20 acre tract. At the July 13, 2015 Zoning Board meeting, upon further consideration of the other two (2) variance requests, the Zoning Board unanimously denied the requests, as they did not meet all of the criteria for a variance. The applicant filed for a request for a rehearing which was denied by the Zoning Board at its meeting on August 31, 2015. The applicant has appealed the Zoning Board of Adjustment decision to the Rockingham County Superior Court. Newmarket's legal counsel has filed a response to the courts. A hearing was held at the Rockingham County Courthouse on May 4, 2016. The Town has received word that the Rockingham County Superior Court has upheld the Zoning Board of Adjustment's decision to deny the two (2) variance requests.

**Recommendations of the Economic Development Committee and Planning Board Action:** At its meeting on November 10, the Planning Board set up a subcommittee of members to review the recommendations of the Economic Development Committee (EDC) and come up with some specific zoning changes for the full Board to consider with respect to the various concepts that were suggested at the August 3 joint meeting. Zoning ordinances prepared by other communities which address Continuing Care Retirement communities and options for assisted living are being researched. Now that the Planning Board has adopted the new "Future Land Use" chapter of the Master Plan, the subcommittee will consider and formulate some recommendations regarding new regulations to implement these concepts.

### **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](http://www.newmarketnh.gov). A pre-construction conference was held on June 28, 2016. Project construction officially started on Wednesday, July 6, 2016. A public information session will be held on Tuesday, July 19, 2016 at 3:00 pm. The purpose of this meeting is to discuss the temporary one-way traffic pattern which will be in place for no more than four weeks, with the remaining project finishing up shortly thereafter.

**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 1, 2015. The committee conducted interviews on October 8. Awarding the contract for the stability analysis has been placed on hold. Meanwhile, the Town has entered into a contract with Gomez and Sullivan to follow up on some of the hydraulic calculations that were previously done, which could result in lower costs for bringing the dam into compliance with the Letter of Deficiency and the NH Department of Environmental Services (NH DES) requirements. The Town's consultant has put together a technical memorandum which is currently being reviewed by the NH DES 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 has received word from James Weber of the NH DES that the modifications that have been made to the hydraulic model by Gomez and Sullivan (G & S) are acceptable. 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 9,744 cfs, with a water surface elevation of 33.61 feet at the dam with the gates closed. The NH DES will issue a letter concurring with the new model. A meeting was held with Mr. Weber of the NH DES on Friday, June 3 to review the model and discuss next steps. At that meeting, 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. A draft summary report was submitted by G & S on June 15. The summary report is expected to be completed within the next few weeks. The Committee decided the next steps would be to revise and re-distribute the RFP with a more narrow focus than what was originally proposed. The next meeting of the Committee will be held in September. The Committee has recently received a legal opinion about the state waiver and appeals process.

**Route 108 Shoulder Widening and Bike Path Construction Project:** In 2010, the Town Meeting approved a warrant article to raise and appropriate the sum of \$809,292 to allow the Town to construct a shoulder widening and bicycle lane project from the Irving Gas Station to the Newmarket/Newfields town line. The NH DOT and Federal Highway Administration (FHWA) proposed providing full funding for this project through the Federal Congestion Mitigation and Air Quality (CMAQ) Program and State tolls program. A resolution was approved by the Town Council at its meeting on May 21, 2014 to authorize the Town Administrator to enter into a design contract with Underwood Engineers to prepare a feasibility study related to the project.

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

As cost estimates have come in higher than the budget allows, the staff met with NH DOT in September and discussed the possibility of scaling back the project or securing additional funding. The NH DOT indicated that they would fund 100% of the project up to \$ 809,000. However, any amount over that



amount they will fund at 80%, provided the Town provides the 20% match. It has been determined by redefining the limits of the project to cover a portion of the distance from Irving gas station to Hersey Lane, the estimated project costs could be under the amount that is currently available; however any expanded project beyond that would require the Town to provide the required matching funds.

At the Town Council meeting on March 17, the Town Council decided not to pursue the entire length of the project from Bennett Way to the Newmarket/Newfields Bridge, but to work with the NH DOT to reduce the scope of the project to approximately 4,000 feet from Bennett Way to Hersey Lane to keep the costs in line with the original budget of \$809,292, so there would be no additional costs to the Town for the Project.

The NH DOT provided written comments to the Town for its consideration on February 1. The staff met with representatives of NH DOT on April 13 to review items that needed to be addressed in order to secure approval of the engineering study. A NH DOT representative met with the Town Council on May 3 to discuss concerns related to scaling back the project due funding limitations. The final revised report was submitted to the NHDOT on May 23, 2016. The Town awaits feedback from the NHDOT.

**Coastal Resilience Technical Assistance Project:** The Planning Department received a \$57,793 NH Coastal Program grant from the NH DES to study flooding and climate change in the Moonlight Brook Watershed. This project will update an existing watershed model to characterize the conditions in the projections, identify potential flooding risks in the watershed and recommend measures to reduce storm water flows and restore ecosystem functions through the design of a green infrastructure project. Following the compilation of background data, and survey work to collect elevation data in the watershed, a complete watershed base model will be created.

A preliminary evaluation has concluded that the Brook has a significant impact on downstream flooding. The consultant has identified a location for a "Best Management Practice" design at the Newmarket High School, adjacent to Moonlight Brook. A public outreach/education meeting was held on June 28 to present the results of this research. In addition, to a presentation by Rob Roseen, project consultant from Waterstone Engineering, there were presentations regarding the NH Coastal Risk and Hazards Commission's recent report; ongoing drainage improvements within the watershed being undertaken by Underwood Engineers; a discussion of various funding programs to fund climate resilience projects; and next steps for making the Town more resilient against the adverse impacts and infrastructure vulnerability associated with climate changes, such as sea level rise and increased flooding.

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

Planning staff continues to monitor progress with respect to the MS4 program by attending the Seacoast Stormwater Coalition Meetings. The group has been discussing the feasibility of a coordination program involving a regional approach to assist communities with meeting the minimum NPDES permit requirements to help to 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.

**PLANNING**

			<u><b>FISCAL YEAR 2016</b></u>		
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	129,153.00	9,013.72	113,371.82	15,781.18	88%

			<u><b>FISCAL YEAR 2015</b></u>		
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	128,153.00	25,529.63	130,517.05	-2,364.05	102%

## 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

- Finish financial statement audit. The field work has been completed. The financial statements are nearing completion.
- Dispose of tax deeded property.
- Transition financial institutions.
- Water/Sewer shutoffs.
- Review HVAC Systems with the DPW Department.

### 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 16	FY 15	FY 14		FY 13	
			Increase/ (decrease)	% (decrease)	Increase/ (decrease)	% (decrease)
July	22	15	7	46.67%	11	36.36%
August	11	10	1	10.00%	26	-61.54%
September	12	12	-	0.00%	7	71.43%
October	11	10	1	10.00%	8	25.00%
November	12	3	9	300.00%	9	-66.67%
December	8	9	(1)	-11.11%	5	80.00%
January	16	5	11	220.00%	9	-44.44%
February	10	7	3	42.86%	5	40.00%
March	10	7	3	42.86%	14	-50.00%
April	7	8	(1)	-12.50%	10	-20.00%
May	12	14	(2)	-14.29%	11	27.27%
June	17	19	(2)	-10.53%	12	58.33%
Total	148	119	29	24.37%	127	-6.30%



### Financial Highlights:

Please note that year-end numbers are subject to change, as we are preparing entries that will affect year-end balances. For example, accrued payroll has not been fully calculated. Also, departments have until the end of this week to submit invoices for payment or encumber funds.

Balance Sheet – The Town's fiscal health overall is stable. As of the end of April 2016, the Town had \$13,007,964 in its operating bank accounts. Most of this balance, \$1,103,314 and \$2,301,218 are attributable to the water and sewer funds, respectively. Our cash balance typically increases just before the property tax due date. A majority of the remaining cash balance will be paid to the School District according to a monthly payment schedule.

As of fiscal year-end, only 24.2% of real estate tax bills due July 5<sup>th</sup> remain outstanding. This is a positive indicator as to the fiscal health of the Town's property owners.

Revenues – Our preliminary actual revenues to budget show the following:

- The general fund (our operating fund) earned approximately \$411,431 above our estimates. Highlights of actual revenues over estimates are:
  - o \$176,088 from motor vehicle permit fees
  - o \$47,856 from ambulance revenues
  - o \$49,676 from miscellaneous sources. A large majority relates to health insurance refund from Health Trust.
  - o Interest on delinquent taxes is down, which is consistent with the increased speed taxpayers are paying their real estate tax bills.
- Recreation is exceeding revenue targets by roughly \$101,541. The success of this program over the past year warrants a reconsideration of the revenue/expenditure budgeted amounts going forward. Comparing CY revenues to PY revenues shows a 16.21% increase.
- Solid Waste was able to exceed its revenue budget by \$11,366. This reverses the prior year revenue budget, where it experienced a shortfall of revenues by roughly \$10,240 last year.
- Water and sewer are at expected revenue amounts. Water's revenue target was cut short by the monthly to quarterly billing. We will be recording an unbilled revenue amount before we close our books, which will increase revenues.

Expenditures – Our preliminary expenditure to budget show the following:

- The general fund is showing a turnback of roughly \$284,000. I was anticipating a much lower turnback, but DPW was able to reverse my negative expectations for most of their budget line-items. Highlights are:
  - o Town Administrator has an unbudgeted organization study cost that accounted for most of his over expenditure of \$42,000.
  - o Health insurance line-item had a turnback of \$858.
  - o NH Retirement was overspent by \$4,665 or 1% over budget.
  - o Property liability was overspent by \$4,275 or 5% over budget.
  - o Welfare turned back roughly \$21,000 or 44% of her budget.
  - o Assessing turned back \$4,343 or 7%, which is mostly from contract services being slightly below budget.
  - o Legal costs are over budget by roughly 23,881 or 30%. Most of this cost relates to property foreclosure and its related costs.
  - o Planning turned back \$15,781 or 12%, due to delaying their contracted services by one year.
  - o IT turned back almost \$7,500 or 6%, which relates to delaying equipment and software purchases.
  - o Public Works administration turned back \$30,643 or 7%. 2/3rds of this amount relates to unused overtime expense.

- Roadways and sidewalks is showing an unexpended amount of roughly \$96,000. Much of this will be consumed with an asphalt purchase to complete a sidewalk project.
- Buildings and grounds, and Cemetery show a turn back of appropriation. I suspect some of this will be consumed with year-end payroll accrual.
- Vehicle maintenance turned back \$21,196 or 11%. This is mostly due to a light snow storm season.
- Fire and rescue overspent their budget by approximately \$19,281 or 6%. They experienced higher than expected call volumes.
- The recreation revolving fund overspent their budget by \$11,578 or 6%. This is expected when their revenues jumped significantly.
- Water and sewer are within expected amounts.

At this point, I am projecting fund balance amounts to be around last year's amounts. We will not have a good number until the beginning of August.

#### **FINANCE**

##### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
200,975.00	8,219.89	199,046.33	1,928.67	99%

##### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
192,733.00	24,842.33	180,234.09	12,498.91	94%

#### **HUMAN RESOURCES**

##### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,371,879.00	95,234.09	1,333,474.51	38,404.49	97%

##### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,326,500.00	71,640.28	1,214,245.66	112,254.34	92%



## **Recreation**

Recreation Revenue in the revolving account as of June 30th 2016 was \$301,211.24 The forecasted amount of revenue that the Recreation Department projected to make in Fiscal Year 2016 was \$199,670.00 The department surpassed this projection by a \$101,541.24 surplus. The Recreation Department collected \$8,804.00 in the General Fund Revenue account which was \$3,942.80 more than last fiscal year. As of June 30th, 2016 the Recreation Department had spent \$211,247.58 in the revolving account leaving an overage of 11,577.58. This overage was calculated, as the first full week of day camp occurred in FY 15-16 budget cycle and the authorization of the leasing of a 15 passenger van for \$5,000 which will increase revenue from day camp field trips and eliminate another possible First Student bus to accommodate more campers for camp field trips. There are other purchases that have been charged to yet determine the final 2016 expenditure amount. The Recreation Department expenses in the 2016 fiscal year General Fund were \$198, 137.55 leaving \$5,976.45 available for expenses. This amount is expected to have -\$56.54 overage after salaries, and other expenses were inputted for Fiscal Year 2016. Final figures were not available at the time of this report.

The Recreation Department Wanna Iguana Day Camp program has been accepting campers since the beginning of March 2016. As of May 1st the Wanna Iguana Day Camp was sold out with 250 Campers. The objective of a sold out camp was met again this year with the addition of online registration capabilities by the new Recreation software installed in January 2016. Also social media marketing drove sales followed by the department providing a quality camp program last year. However, word of mouth has driven the department to sell out all spaces for Day Camp in 2016 to reap this revenue benefit. Wanna Iguana Day Camp program is in its third week of operation. The camp is going very well and children and parents are very satisfied so far. Special events and field trips have been big hits along with Wanna Iguana Mondays which is back for its fourth season. Each child picks from 10 activities to participate in two of them over two three week Monday morning sessions of camp.

Granite State Track and Field State Track Meet was held on Monday, July 7, 2015 at Dover, NH. Eight of the 17 Newmarket track participants who qualified at the Granite State Track Meet went on to the State finals. One finished first in the state and another Newmarket track star finished 3<sup>rd</sup> in the State of NH.

The Newmarket Flag Football Spring Combine program drew 60 participants in grades K-6. This is an increase of 38 participants..

The 27<sup>th</sup> Annual Fishing Derby was held on June 18<sup>th</sup> and was a huge success this year thanks to may volunteer hours and efforts to make this special derby an amazing success. This year's derby was in Memorial of Chris Schoppmeyer who passed away in February. Chris was one of the founders of the derby which has been held for the past 27 years. There were 196 children who participated and over 200 fish caught.

**Rec Connect REcognition May Mixer** was held on Thursday, May 26th, 2016 from



6:00 to 8:00 pm at the Newmarket Mills the Newmarket Recreation Department collaborated with the NBA and was a wonderful mixer for 60 + participants filled with energy and heartfelt recognition. Congratulations to our 2016 RECognized Winners!

David Legault –Community Leader of the year award

ASAP- Alliance for Substance Abuse Prevention- Community Event of the Year

Chinburg Properties- Community Business of the Year

Congratulations to all of this year winners

### **SUNRISE SUNSET CENTER**

**Sunrise Chorus at the Pines** - The Sunrise Singers traveled to the Pines of Newmarket this month and performed several songs from their repertoire. The residents enjoyed the wide variety of songs and sang along with the group. Our partnership with the Pines has been very rewarding for both parties. The Pines continues to sponsor prizes for our Tuesday Trivia Night and they also contribute to other events throughout the year by donating gift baskets and offering sponsorships.

**Random Acts of Art** - The art group explored a new type of jewelry project this month with the use of sea glass. They all made wire wrapped sea glass necklaces which they initially found to be challenging but after making two or three they enjoyed. We now have a weekly offering of craft programs so that we can keep the continuity of the group from week to week. A member may choose to do the scheduled project or bring something of their own to work on. Choices range from knitting & card making to beading & jewelry along with an instructed project once a month. Our mission is to introduce new skills so that the crafters can work on what they like best during art time. Those that enjoy knitting have donated their time by making hats for the Pease Greeters to give to the troops.

**Trivia Tuesday** - New players joined us for Tuesday Trivia this month which enabled us to form 3 teams for our competition. It's much more fun with three teams as opposed to two, as it's usually a close, but friendly game. There is always plenty of laughs and social interaction.

**Marimba** - Sunrise Marimba is building their song selection in order to perform out in the community in the coming weeks. Along with their leader, Tchukki Anderson, they look forward to playing at some local venues to have some fun and show off their new talent. Marimba doesn't require any musical background as it is all accomplished through memorization which is a useful tool for our aging population. It's truly a brain and memory exercise every week!

**Tuesday Talk with Holly Harris** - We hosted Holly Harris from the UNH Speaker's Bureau this month and learned all about the art of Japanese flower arranging. Ikebana is a simplistic style of flower design

using seasonal and readily available flora in a minimal setting.

**Sunrise Garden** - Everyone loves our fresh picked rainbow chard, mixed greens, baby beets, scallions, basil, parsley and rosemary is thriving in the Sunrise garden. Our members are anxiously awaiting the tomatoes, beans and zucchini!

**Breakfast Club** - The breakfast club ventured up to York, Maine this month to Nancy's Café and then drove the coastal route to Nubble Light House to take in the view. Many hadn't been to the light house in years, if ever and loved this simple, easy side trip after breakfast.

**Pickity Place** - Pickity Place in Mason, NH was our choice for the June Lunch Bunch trip. Once again we had a full van for this very popular destination which includes a beautiful garden, gift shop and a gourmet restaurant that serves farm-to-table style food. Many on the trip bought flowers & plants for their own gardens.

**Scarborough Downs** - We had a fun afternoon at the racetrack in Scarborough as we tested our skills on the betting process for this sulky style horse racing. There were a few winners among us and one race during the course of the afternoon was dedicated to the Sunrise Sunset Center. After the dedicated race the group went to the Winner's Circle on the track for a photograph with the winning horse and driver. A small buffet of sandwiches, salads, pizza and drinks were also part of the offering for this trip. They would like to go again.

**Canada Trip** - The highlight of the month was our successful trip to Canada. We left Newmarket on June 13 and returned on the 18<sup>th</sup>. We had 42 passengers that came from all over New England to join us. The age range varied from early 50's into the 80's. The weather was perfect and the overall consensus was that the trip was a great value. The group toured several sites in Montreal, Quebec City and Ottawa. We presented a recreation survey at the end of our week of travel which our guests filled out. This data will provide us with important information as we plan for upcoming trips in the future.

**RECREATION**

		<u>FISCAL YEAR 2016</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
210,407.00	15,670.93	210,463.54	-56.54	100%	

		<u>FISCAL YEAR 2015</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	
204,114.00	30,234.91	206,348.65	-2,234.65	101%	

**RECREATION  
REVOLVING**

		<u>FISCAL YEAR 2016</u>			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent	

199,670.00	15,669.63	211,247.58	-11,577.58	106%
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**FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
191,172.00	17,825.04	159,888.48	31,283.52	84%



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: July 20, 2016

Approval:

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

Gary Levy, Town Council Chairman

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

Terri J. Littlefield, Town Clerk

# **NEWMARKET HOUSING AUTHORITY**

**34 Gordon Avenue  
Great Hill Terrace  
Newmarket, NH 03857**

RECEIVED JUL 11 2016

**Ernest A. Clark, II  
Executive Director**

RECEIVED JUL 11 2016  


Telephone 603-659-5444  
Fax 603-659-6501

July 7, 2016

Steve Fournier  
Town Administrator and Town Council  
186 Main Street  
Newmarket, NH 03857

Steve,

Newmarket Housing Authority is fortunate to have Kristen Whittier of 44 North Main Street, Newmarket volunteer to fill one of the two vacant seats on the Board of Commissioners. Ms. Whittier, if approved by the Town Council, will fill the important and mandatory position of program participant representative.

I came to be acquainted with Ms Whittier several years ago and respect her honesty, perseverance and career of helping others in need. We recently met and discussed the requirements, duties and obligations of commissioners. I am confident that she will be an asset to NHA and fit well with current board members.

As you are aware, NHA board terms are five years in length, but I will need to research the end date of the two open positions. I will locate that information prior to Ms. Whittier's oath of office. The board next meets on August 16, 2016 and I am hopeful that Ms. Whittier will be able to take an active role by that time.

Please express my thanks to the Town Council for its consideration.

Sincerely,



Ernest A. Clark, II  
Executive Director

Cc: Ms. Kristen Whittier



RECEIVED JUL 11 2016

*[Signature]*

APPLICATION FOR APPOINTMENT TO A BOARD,  
COMMISSION, OR COMMITTEE POSITION WITHIN THE  
TOWN OF NEWMARKET

Applicant's Name: Kristin Whittier

Address: 44 North Main St Phone/Cell 603-4741 / 781-8482

RSA 669:19 Newmarket Registered Voter: Yes Expected date of register 7/2016  
No # of Years as Resident: 16

RSA 91:2 Are you an American Citizen? Yes No

Email address: Kjdu2426@comcast.net

Full membership (5 year term) position applying for Newmarket Housing Board

State what the new term expiration date is: \_\_\_\_\_

Alternate position (5 year term) position applying for \_\_\_\_\_

State what the new term expiration date is: \_\_\_\_\_

I feel the following experience and background qualifies me for this position: Caregiver  
and support for people in need. Loyal member  
of the town. Supporter of medical illness's  
advocate. Grateful of assistance provided to  
myself & family

(need more room, please use the back)

Kristin Whittier  
Signature

6/29/16  
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.



CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution #2016/2017-01**  
**Relating to Hazardous Household Waste Collection**

WHEREAS, The Town of Newmarket solicited proposals for Hazardous Household Waste Collection, and

WHEREAS, the two companies submitted proposals, and

WHEREAS, MXI Environmental, LLC was the low-cost per unit bidder.

NOW THEREFORE BE IT RESOLVED that the Newmarket Town Council does authorize the Town Administrator to enter into an agreement with MXI Environmental, LLC, for Hazardous Household Waste Collection.

First Reading: July 20, 2016

Second Reading:

Approval:

Approved: \_\_\_\_\_  
Gary Levy, Town Council Chairman

A True Copy Attest \_\_\_\_\_  
Terri J. 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

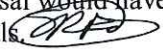
# STAFF REPORT

**DATE:** July 13, 2016

**TITLE:** Household Hazardous Waste Collection – Resolution #2016/2017-1

**PREPARED BY:** Matthew Angell, Interim Finance Director

**TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:**

I recommend passage of this resolution. The Town has held household hazardous waste days in the past and the residents have come to rely on them to dispose of materials. While the Tradebe proposal would have more days, I cannot see many people driving over to Newington to dispose of the materials. 

**BACKGROUND:** Annually, the Town issued an RFP to find and award a vendor to perform the Town's Household Hazardous Waste Collection.

**Process:**

All vendors (Care Environmental Corp. and MXI Environment Services) received a copy of the RFP via e-mail. Also, a public notice was issued in the local newspaper, as well as posted on the Town's website.

**Results:**

We received two proposals from MXI Environmental Services, LLC and Tradebe Environmental Services, LLC. Each proposal was evaluated for qualifications, references, and cost.

**Qualifications –**

	MXI Environmental Services, LLC	Tradebe Environmental Services, LLC
On-site waste management years of experience	Over 20 years	23 years
Volume experience	320 events ranging from 20 participants to over 3,000.	40 events exceeding 300 cars and 6 events exceeding 1,000 cars.

STAFF REPORT

Service location	10 day transfer facility in Newington, NH	Newmarket Transfer Station
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References – Only MXI was investigated, as their cost proposal was the least. MXI listed under experience the City of Dover. I called the City and they responded they are satisfied with MXI's service

Cost – MXI's total unit price was less expensive as Tradebe's by approximately \$143. However, when we apply prior year actual units to unit costs, MXI is approximately \$1,016 less expensive than Tradebe. See attached analysis of unit costs for more detail.

**DISCUSSION:** The Town has two options. 1) Tradebe Environmental Services – Offer a 10-day drop off period in a facility located in a separate Town. This option has the convenience of service days with the inconvenience of traveling to another Town. The financial trade-off is an additional estimated cost of \$1,016 over option 2. 2) MXI Environmental Services – Offer a 1-day drop off period at the Town's facility, similar to the service provided in prior years. This option is the lowest-cost option and it provides continuity to the service provided in prior years. Additionally, the lowest-cost option allows for a larger financial cushion between estimate and budget (discussed in financial impact, below).

**FISCAL IMPACT:** Based upon prior year's actual units, MXI Environmental Services, LLC's cost is estimated at \$8,825. The Town budgeted \$10,000 towards this expenditure. The difference between estimated cost and budget is \$1,175. Since we can only estimate results based upon prior year's actuals, the lower-cost option allows for a cushion to absorb a higher than estimated results.

**RECOMMENDATION:** I recommend the lowest cost option by awarding the proposal to MXI Environmental Services, LLC.

**DOCUMENTS ATTACHED:** Schedule of proposed unit costs compared to prior year actual units collected (1 page). Proposals from Tradebe Environmental Services, LLC (36 pages) and MXI Environmental Services, LLC (192 pages).