

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
6:30PM Town Office Meeting Room
Monday, October 14, 2019

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID: 0235-0091-0000 490 Edgemont Road, 350 Enterprises, LLC
Parcel ID: 0145-0024-0000 58 Caldwell Lane, Tanya Krajcik/Joseph Abraham
Parcel ID: 0231-0006-0000 127 Hells Corner Road, James & Crystal Knapp
Parcel ID: 0133-0059-0000 22 Quarry Road, Thomas & Michelle Davis
Parcel ID: 0126-0023-0000 23 Old Norcross Road, Brien & Lorraine Bolsinger
Parcel ID: 0238-0038-0000 270 Nutting Road, Allan Lemire
Parcel ID: 0235-0064-0000 30 Middlebrook Road, Robert Hopkins
Parcel ID: 0125-0026-0000 154 Garnet Street, Elaine Goldberg
Parcel ID: 0145-0026-0000 26 Caldwell Lane, Margaret Houseman
Parcel ID: 0115-0022-0000 11 North Shore Road, William & Diane Sinatra

LAND DISTURBANCE BOND:

Parcel ID: 0126-0023-0000 23 Old Norcross Road, Brien & Lorraine Bolsinger
Parcel ID: 0115-0022-0000 11 North Shore Road, William & Diane Sinatra

DEMO PERMIT:

Parcel ID: 0145-0026-0000 26 Caldwell Lane, Margaret Houseman
Parcel ID: 0126-0027-0000 92 Garnet Hill Road, Lindsay & Jeffrey Paul

DRIVEWAY PERMIT:

Parcel ID: 0126-0023-0000 23 Old Norcross Road, Brien & Lorraine Bolsinger
Parcel ID: 0121-0028-0000 75 Fernwood Point Road, Undici Property Management

2. APPOINTMENTS

7:00PM-Mark McDonough, Sunapee Self-Storage

7:15PM-Scott Hazelton Harbor Boat Launch Engineering Plan

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Decision on Retained Unrestricted Fund Balance
- Deputy Town Clerk/Tax Collector Job Description
- Tax Warrant
- Employee Insurance Rates

5. CHAIRMAN'S REPORT

Items Requested by Selectman Augustine:

- Auditor's report for 2018
- Employee benefits review: Life insurance, worker's compensation insurance, accident & disability insurance, Family & Medical Leave Act (FMLA) leave

6. TOWN MANAGER REPORTS

- August & September Revenue & Expense Reports
- Highway Safety Committee

7. UPCOMING MEETINGS:

10/15-5:00PM-Energy Committee, Town Meeting Room
10/16-7:00AM-Firewards, Safety Services Building
10/17-5:30PM-Abbott Library Trustees, Abbott Library
10/28-6:30PM-Board of Selectmen, Town Meeting Room

Sunapee Self Storage

Barbara Vaughn

From: Mark McDonough <mark@fratellos.com>
Sent: Friday, October 4, 2019 9:52 AM
To: Donna Nashawaty
Cc: Barbara Vaughn; Zoning
Subject: Re: Guarantee Letter

I understand Donna thank for the prompt reply.

Barbara can you please walk me through the process of getting before the select board on the 14th

Also Barbara the error balance in the 3rd party check has been mailed to you today.

Thanks Mark

Sent from my iPhone

On Oct 4, 2019, at 9:39 AM, Donna Nashawaty <Donna@town.sunapee.nh.us> wrote:

Mark, I have cc'd Barb on this reply, I understand your question however I dont have that authority. The selectmen adopt the rates. So unless there is an error in calculation which I did not check, you request should go to the selectmen. Their next meeting is the 14th. Sorry i cant help you.

Donna

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Mark McDonough <mark@fratellos.com>
Date: 10/4/19 8:20 AM (GMT-05:00)
To: Donna Nashawaty <Donna@town.sunapee.nh.us>
Subject: Re: Guarantee Letter

Donna

Good morning.

I understand you are on vacation this week and appreciate all the attention you are giving to our project with our guarantee letter review when you are suppose to taking time for yourself.

I'm reaching out to you today to get some direction from you at Barbara's recommendation.

While completing the building permit application for the storage expansion I was calculating the fees that are based upon a square foot cost.

Though the rate itself of .60 a square foot does not seem exorbitant when multiplied out with the large storage buildings the fees get extremely expensive.

2m06m 7132 890m12

We understand that typically these costs are directly associated with the labor cost of a detailed inspection process for properties that have extensive HVAC, electrical and mechanical systems.

Our buildings are unique in that they are simply open warehouse space with no mechanical or electrical systems. Our units have no heat and not lighting. Much like a garage or a shed that your town has recognized as different than a occupied structure and have reduced rates for these buildings.

It would be our request that this fee schedule be reviewed based on the unique nature of the our buildings.

Some municipalities where we have storage projects have a completely separate and reduced fee for warehouse space.

We have already agreed to and paid \$3500 to the town for the site work and drainage inspections for a third party Engineering firm to come and observe the construction of our already engineered plans.....

We feel that requiring this third party fee along with an additional \$9000 for a permit seems excessive and would appreciate your consideration of some relief of these fees.

In making this request to your staff they suggested I bring this request to your attention first and you could either make a decision from your office or refer this request to the selectmans office.

Your consideration would be greatly appreciated. I would be pleased come and discuss this matter with you when you return from your vacation if you feel it would be appropriate.

If you would prefer we make this request through the selectmans office please let me know how that process would work.

Thank you again. I look forward to hearing from you.

Regards,

Mark McDonough

Sent from my iPhone

On Oct 3, 2019, at 8:35 AM, Donna Nashawaty <Donna@town.sunapee.nh.us> wrote:

I sent letter to Mitchell municipal to see if it would do, waiting to hear back....stay tuned.

Donna

Get [Outlook for Android](#)

From: Christopher F. Walkley <walkley@banknh.com>

Sent: Thursday, October 3, 2019 8:34:07 AM

To: 'Mark McDonough' <mark@fratellos.com>

Cc: Donna Nashawaty <Donna@town.sunapee.nh.us>

Subject: RE: Guarantee Letter

Will do!

Chris

Christopher F. Walkley | Vice President - Commercial Banker
Bank of New Hampshire | 62 Pleasant Street | Laconia | NH | 03246
Office: 603.527.3257 | Cell: 603.520.3439 | Fax: 603.524.0997 | www.BankNH.com

-----Original Message-----

From: Mark McDonough [<mailto:mark@fratellos.com>]
Sent: Thursday, October 03, 2019 5:49 AM
To: Christopher F. Walkley <walkley@banknh.com>
Cc: Donna Nashawaty <donna@town.sunapee.nh.us>
Subject: Guarantee Letter

Chris,

I have provided Donna from the Town of Sunapee a copy of your letter for review.

Once this document has all required signatures will you please forward the executed copy to Donna at her email address above.

Thank you.

Mark McDonough

Sent from my iPhone

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PERMIT FEES

THERE IS NO CHARGE IF THE PROJECT ONLY INVOLVES INTERIOR RENNOVATIONS.

To meet this requirement, the interior renovation may not include adding bedrooms, kitchens or dwelling units.
NOTE: The Town does not require a permit application for interior renovations under \$25,000. (VIII.8.21)

RESIDENTIAL PROJECTS - (single family and two-family dwellings):

New Home - Including manufactured housing and prefabricated housing, etc. Finished space only.
Be sure that you also add an additional fee below for each shed, deck, porch or garage.

.....Up to 2000 S/F	\$600	\$	_____
.....2000 – 5000 S/F	= \$1200	\$	_____
.....5000 S/F	= \$1,800	\$	_____

Residential Additions or Alterations - This section includes additions, expansion of footprints, or any project that involves the adding of a bedroom, kitchen or dwelling unit.

.....Up to 500 S/F	= \$180	\$	_____
.....500 S/F+	= \$360	\$	_____

Sheds / Decks / Porches\$60 / each \$ _____

Garages \$300 \$ _____

After-the-Fact Zoning Compliance Permit - Residential or other non-commercial projects .. \$300 \$ _____
A regular zoning compliance application must also be submitted with this permit.

COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY RESIDENTIAL (3+ Unit), & MUNICIPAL PROJECTS

(including convalescent homes, nursing home, assisted living and other multi-person dwellings):

New Structures, Accessory Structures and Additions or Alterations

that involve a change of footprint\$240 + \$.60 S/F \$ _____

Alterations that do not involve a change of footprint

(SF will only apply to any additional floor area created by or occupied as a result of the alteration.)

This section includes projects that went to Site Plan, projects that do not involve a change of footprint, or any project that involves the adding of a bedroom, kitchen or dwelling unit.

.....\$120 + \$.60 S/F \$ _____

After-the-fact Zoning Compliance Permit \$330 \$ _____

A regular zoning compliance application must also be submitted with this permit.

OTHER FEES

Alternative Energy Systems: Solar collectors, roof mounted energy producing systems, etc. \$112.50 \$ _____

Alternative Energy Systems: Tower Mounted systems \$225 \$ _____

Demolition Permit (unless associated with rebuilding projects)..... \$75 \$ _____

Driveway Permit \$75 \$ _____

Land Disturbance Permit \$50 (plus security) \$ _____

Meteorological Tower \$225 \$ _____

Permit to Excavate, Highways/Streets \$75 \$ _____

Sign Permit..... \$30 \$ _____

Telecommunications - Accessory Structures for Telecommunications Use \$300 \$ _____

Telecommunications Towers \$1,500 \$ _____

Temporary Structures, such as trailers and container boxes used for storage, construction offices, temporary living for use more than 60 consecutive days \$75 each unit \$ _____

Tree Cutting Permit.....\$75 \$ _____

TOTAL.....AMOUNT DUE: \$ _____

Make check payable to Town of Sunapee.

Permit Fees
Effective October 1, 2009 (revised 7/24/19)

BP# _____

Commercial, Institutional, and Multi-Family Residential Projects (including convalescent homes, nursing homes, assisted living institutions, and other multi-person dwellings):		Amount Owed
• New Structures, Accessory Structures, and Additions or Alterations that involve a change of footprint:	\$100 base fee¹ + \$.30/ SF²	
• Structural alterations that do not involve a change of footprint (SF will only apply to any additional floor area created by or occupied as a result of the alteration):	\$100 + \$.30/SF	
• Tax Exempt Structures (properties that have been granted tax exempt status by the Town of New London, for structures that will be used for a non-profit or tax-exempt purposes):	\$50 + \$.20/SF	
• Sewer Connection Fees	\$1 SF (\$2000 minimum)	
• After-the-fact building permit:	\$200 + \$.30/SF	
• Sign permit fee (for commercial permanent signs only):	\$10	
• After-the-fact sign permit:	\$110	
Residential Projects (single family and two-family dwellings):		
• New Residential Structures (including manufactured housing and prefabricated housing, etc.):	\$100 base fee + \$.30/ SF	
• Residential Additions and Accessory Structures:	\$50 + \$.25/SF	
• New Residential Structures, Additions, and Accessory Structures that add impervious surface to the waterfront:	Additional \$100 to base fee	
• Structural alterations that do not involve a change of footprint (SF will only apply to any additional floor area created by or occupied as a result of the alteration):	\$25 + \$.25/SF	
• Sewer Connection Fees	\$1 SF (\$2000 minimum)	
• After-the-fact building permit:	\$200 + \$.25/SF	
Other fees:		
• New Driveway Permit (does not apply to resurfacing):	\$50	
• Demolition Permit:	\$50	
• Erosion Control Permit:	\$50	
• Excavation Permit:	\$100	
• Other (swimming pool, home radio antenna mast, non-typical structures, etc.):	Commercial: \$100 Residential: \$50	
• Telecommunications Towers:	\$500/colocator + \$20 per vertical foot	
• Accessory Structures for Telecommunications Use:	\$100 + \$.30/SF	
• Small Wind Energy System	\$100	
• Large Wind Energy System	\$100 plus Town Costs	
• Temporary structures, such as trailers and container boxes used for storage, construction offices, temporary living, etc.:	\$25 + \$.25/SF	
• Extension of or amendment to a building permit	\$25 + \$.25/SF	
• After-the-fact permits	\$100 above base fee	

Total Due:\$ _____
Paid _____

¹ Base fees are not cumulative (e.g., if a building permit for a new home includes demolition of an existing building, plus an erosion control plan, plus accessory structures, the only base fee required will be for the new home. However, the SF cost (see footnote 2) will be calculated on the basis of the total floor area of all new structures included in the building permit.

² SF = Square Foot. SF is calculated on the basis of all potentially habitable or useable space, including the basement, measuring from the exterior dimensions of a structure's walls.

**TOWN OF NEWBURY
BUILDING FEE SCHEDULE**
Effective April 25, 2016

Type of Permit	Fixed Fee	Per Square Foot Fee
Single Family Dwelling	\$50	.30 / sq. ft.
Two-Family Dwelling	\$50	.30 / sq. ft.
Multi-Family Dwelling (3 or more units)	\$50	.30 / sq. ft.
Country Inn, Bed & Breakfast Hotel or Motel	\$100	.40 / sq. ft.
Non-Residential Structure Other than Line 4, above)	\$100	.40 / sq. ft.
Accessory Structure (shed, barn, garage, carport, breezeway, pool, deck, dock, etc.	\$35	.15 / sq. ft.
Residential Structure Alteration / Additional Living Space (with or without change in footprint)	\$50	.30 / sq. ft.
Non-Residential Structure Alteration / Additional Occupied Space	\$50	.40 / sq. ft.
Electrical, Plumbing, Mechanical, Gas	\$75	
Demolition	\$50	
Personal Wireless Service Facility: initial construction	\$500 antenna	\$20 ft. of height to the highest antenna
Personal Wireless Service Facility: additional antennas	\$500 antenna	\$20 ft. add. ht. to the highest antenna
Blodgett's Landing Sewer new hook-up	\$1,200	

- A fee of \$100 dollars will be required to extend existing or re-issue expired permits.
- Permits applied for after the fact will be charged double the applicable fee.
- The Code Enforcement Officer may charge a re-inspection fee of \$30 when, in his/her opinion, more inspections than necessary were required.

Rev. 04/25/2016



1252 County Road, New London, NH 03257

603-526-4049 / 603-526-4205

hansenbridge@tds.net

BOAT RAMP ESTIMATE

October 6, 2019

CLIENT:

Town Of Sunapee NH

Attn: Select Board

RE: Sunapee Boat Ramp

Payment: Prior written approval in the form of a change order will be required before any additional work can be executed. An additional work price outline and change order form is provided for your convenience upon request.

Payment Schedule : #1 \$78,302.00 deposit prior to construction
#2 \$78,302.00 due after new ramp is complete.

Description: Install erosion control and cofferdam per NHDES permit specifications. Remove existing reinforced concrete boat ramp and dispose. Install new precast 40'-0" x 24'-0" wide precast boat ramp.

BOAT RAMP ITEMS

Description	Estimated Qty	Unit		
Precast Concrete Ramp Planks	1	UNIT		
Cofferdam	1	UNIT		
Existing Ramp Removal	1	UNIT		
Erosion Control	1	UNIT		
Excavation, Ramp Erection, Dredge and Fill	1	UNIT		
			TOTAL	\$156,604.00

- ☐ Price is based on Hansen Construction to provide job supervision.
- ☐ Price does not include the cost of any required testing or sampling.
- ☐ Price does not include NH DES wetlands permit. Wetlands permitting and delineation by others.

Acceptance of above contract by owner, Mr. _____ Date _____ Signature _____

Thank you,

Hansen Construction
Michael Hansen, President
www.hansenbridge.com



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Financial Report of the Budget

Sunapee

For the period ending December 31, 2018

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Patrick Mohan

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

[illegible]

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

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



New Hampshire
Department of
Revenue Administration

2019
MS-535

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4130-4139	Executive	\$309,568	\$282,424
4140-4149	Election, Registration, and Vital Statistics	\$216,701	\$208,544
4150-4151	Financial Administration	\$204,630	\$173,050
4152	Revaluation of Property	\$110,000	\$107,225
4153	Legal Expense	\$18,000	\$19,494
4155-4159	Personnel Administration	\$1,000	\$98
4191-4193	Planning and Zoning	\$51,957	\$48,609
4194	General Government Buildings	\$170,920	\$143,393
4195	Cemeteries	\$13,506	\$12,283
4196	Insurance	\$7,540	\$7,540
4197	Advertising and Regional Association	\$13,911	\$11,923
4199	Other General Government	\$30,205	\$22,868
General Government Subtotal		\$1,147,938	\$1,037,451
Public Safety			
4210-4214	Police	\$813,923	\$807,227
4215-4219	Ambulance	\$57,222	\$57,222
4220-4229	Fire	\$200,325	\$212,667
4240-4249	Building Inspection	\$0	\$0
4290-4298	Emergency Management	\$200	\$0
4299	Other (Including Communications)	\$140,852	\$125,149
Public Safety Subtotal		\$1,212,522	\$1,202,265
Airport/Aviation Center			
4301-4309	Airport Operations	\$0	\$0
Airport/Aviation Center Subtotal		\$0	\$0
Highways and Streets			
4311	Administration	\$0	\$0
4312	Highways and Streets	\$1,656,914	\$1,646,454
4313	Bridges	\$0	\$0
4316	Street Lighting	\$16,800	\$13,606
4319	Other	\$0	\$0
Highways and Streets Subtotal		\$1,673,714	\$1,660,060
Sanitation			
4321	Administration	\$0	\$0
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$504,287	\$498,455
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0
Sanitation Subtotal		\$504,287	\$498,455



Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Water Distribution and Treatment			
4331	Administration	\$0	\$0
4332	Water Services	\$0	\$0
4335	Water Treatment	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0
Water Distribution and Treatment Subtotal		\$0	\$0
Electric			
4351-4352	Administration and Generation	\$0	\$0
4353	Purchase Costs	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0
4359	Other Electric Costs	\$0	\$0
Electric Subtotal		\$0	\$0
Health			
4411	Administration	\$5,133	\$376
4414	Pest Control	\$500	\$0
4415-4419	Health Agencies, Hospitals, and Other	\$15,176	\$15,176
Health Subtotal		\$20,809	\$15,552
Welfare			
4441-4442	Administration and Direct Assistance	\$43,677	\$11,982
4444	Intergovernmental Welfare Payments	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0
Welfare Subtotal		\$43,677	\$11,982
Culture and Recreation			
4520-4529	Parks and Recreation	\$151,659	\$151,658
4550-4559	Library	\$379,760	\$362,260
4583	Patriotic Purposes	\$200	\$35
4589	Other Culture and Recreation	\$5,000	\$5,000
Culture and Recreation Subtotal		\$536,619	\$518,953
Conservation and Development			
4611-4612	Administration and Purchasing of Natural Resources	\$3,550	\$3,550
4619	Other Conservation	\$0	\$0
4631-4632	Redevelopment and Housing	\$0	\$0
4651-4659	Economic Development	\$0	\$0
Conservation and Development Subtotal		\$3,550	\$3,550



New Hampshire
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Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Debt Service			
4711	Long Term Bonds and Notes - Principal	\$262,156	\$262,156
4721	Long Term Bonds and Notes - Interest	\$65,566	\$67,811
4723	Tax Anticipation Notes - Interest	\$1,000	\$0
4790-4799	Other Debt Service	\$0	\$0
Debt Service Subtotal		\$328,722	\$329,967
Capital Outlay			
4901	Land	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$81,172	\$77,363
4903	Buildings	\$92,000	\$90,960
4909	Improvements Other than Buildings	\$85,000	\$79,225
Capital Outlay Subtotal		\$258,172	\$247,548
Operating Transfers Out			
4912	To Special Revenue Fund	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0
4914E	To Proprietary Fund - Electric	\$233,113	\$58,360
4914O	To Proprietary Fund - Other	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$1,103,076	\$1,417,865
4914W	To Proprietary Fund - Water	\$563,276	\$490,108
4915	To Capital Reserve Fund	\$446,750	\$446,750
4916	To Expendable Trusts/Fiduciary Funds	\$76,600	\$76,600
4917	To Health Maintenance Trust Funds	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0
Operating Transfers Out Subtotal		\$2,422,815	\$2,489,683
Payments to Other Governments			
4931	Taxes Assessed for County	\$0	\$3,629,169
4932	Taxes Assessed for Village District	\$0	\$0
4933	Taxes Assessed for Local Education	\$0	\$8,460,693
4934	Taxes Assessed for State Education	\$0	\$2,744,111
4939	Payments to Other Governments	\$0	\$0
Payments to Other Governments Subtotal			\$14,833,973
Total Before Payments to Other Governments		\$8,152,825	\$8,015,466
Plus Payments to Other Governments			\$14,833,973
Plus Commitments to Other Governments from Tax Rate		\$14,833,973	
Less Proprietary/Special Funds		\$1,899,465	\$1,966,333
Total General Fund Expenditures		\$21,087,333	\$20,883,106



New Hampshire
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Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Taxes			
3110	Property Taxes	\$0	\$18,578,450
3120	Land Use Change Tax - General Fund	\$6,375	\$1,075
3121	Land Use Change Taxes (Conservation)	\$0	\$0
3180	Resident Tax	\$0	\$0
3185	Yield Tax	\$2,791	\$4,542
3186	Payment in Lieu of Taxes	\$0	\$0
3187	Excavation Tax	\$86	\$86
3189	Other Taxes	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$60,000	\$67,964
9991	Inventory Penalties	\$0	\$0
Taxes Subtotal		\$69,252	\$18,652,117
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	\$500	\$1,494
3220	Motor Vehicle Permit Fees	\$750,000	\$880,404
3230	Building Permits	\$35,000	\$37,613
3290	Other Licenses, Permits, and Fees	\$36,000	\$40,324
3311-3319	From Federal Government	\$0	\$0
Licenses, Permits, and Fees Subtotal		\$821,500	\$959,835
State Sources			
3351	Shared Revenues	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$177,291	\$177,291
3353	Highway Block Grant	\$124,468	\$124,397
3354	Water Pollution Grant	\$0	\$0
3355	Housing and Community Development	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$0	\$0
3357	Flood Control Reimbursement	\$0	\$0
3359	Other (Including Railroad Tax)	\$7,508	\$5,294
3379	From Other Governments	\$104,054	\$102,291
State Sources Subtotal		\$413,321	\$409,273
Charges for Services			
3401-3406	Income from Departments	\$118,025	\$130,484
3409	Other Charges	\$2,000	\$4,350
Charges for Services Subtotal		\$120,025	\$134,834
Miscellaneous Revenues			
3501	Sale of Municipal Property	\$5,000	\$6,602
3502	Interest on Investments	\$57,000	\$114,558
3503-3509	Other	\$30,000	\$11,949
Miscellaneous Revenues Subtotal		\$92,000	\$133,109



New Hampshire
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Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Interfund Operating Transfers In			
3912	From Special Revenue Funds	\$0	\$0
3913	From Capital Projects Funds	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$285,113	\$239,367
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$1,114,743	\$1,487,799
3914W	From Enterprise Funds: Water (Offset)	\$551,609	\$546,066
3915	From Capital Reserve Funds	\$78,172	\$77,363
3916	From Trust and Fiduciary Funds	\$0	\$0
3917	From Conservation Funds	\$0	\$0
Interfund Operating Transfers In Subtotal		\$2,029,637	\$2,350,595
Other Financing Sources			
3934	Proceeds from Long Term Bonds and Notes	\$0	\$0
Other Financing Sources Subtotal		\$0	\$0
Less Proprietary/Special Funds		\$1,951,465	\$2,273,232
Plus Property Tax Commitment from Tax Rate		\$19,113,468	
Total General Fund Revenues		\$20,707,738	\$20,366,531



Balance Sheet

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	\$9,846,299	\$6,251,901
1030	Investments	\$0	\$0
1080	Tax Receivable	\$489,156	\$494,502
1110	Tax Liens Receivable	\$193,521	\$190,993
1150	Accounts Receivable	\$0	\$0
1260	Due from Other Governments	\$11,882	\$29,072
1310	Due from Other Funds	\$736,595	\$611,114
1400	Other Current Assets	\$11,578	\$937,253
1670	Tax Deeded Property (Subject to Resale)	\$35,451	\$35,451
Current Assets Subtotal		\$11,324,482	\$8,550,286
Current Liabilities			
2020	Warrants and Accounts Payable	\$676,385	\$213,890
2030	Compensated Absences Payable	\$0	\$0
2050	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$0	\$30,743
2075	Due to School Districts	\$5,279,001	\$5,485,532
2080	Due to Other Funds	\$262,513	\$0
2220	Deferred Revenue	\$2,508,716	\$747,684
2230	Notes Payable - Current	\$0	\$0
2270	Other Payable	\$72,528	\$63,673
Current Liabilities Subtotal		\$8,799,143	\$6,541,522
Fund Equity			
2440	Non-spendable Fund Balance	\$11,578	\$22,998
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$0	\$0
2490	Assigned Fund Balance	\$86,954	\$26,372
2530	Unassigned Fund Balance	\$2,426,807	\$1,959,394
Fund Equity Subtotal		\$2,525,339	\$2,008,764



Tax Commitment

Source	County	Village	Local Education	State Education	Other	Property Tax
MS-535	\$3,629,169	\$0	\$8,460,693	\$2,744,111	\$0	\$18,578,450
Commitment	\$3,629,169	\$0	\$8,460,693	\$2,744,111		\$19,113,468
Difference	\$0	\$0	\$0	\$0		(\$535,018)

General Fund Balance Sheet Reconciliation

Total Revenues	\$20,366,531
Total Expenditures	\$20,883,106
Change	(\$516,575)
Ending Fund Equity	\$2,008,764
Beginning Fund Equity	\$2,525,339
Change	(\$516,575)



Long Term Debt

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
Lake Ave (Water)	\$706,741	\$45,000	4.25	2024	\$279,241	\$0	\$45,000	\$234,241
Library (Library)	\$975,000	\$48,750	2.76	2034	\$828,750	\$0	\$48,750	\$780,000
Perkins Pond (Sewer)	\$1,585,000	\$0	2.50	2042	\$1,467,592	\$0	\$58,704	\$1,408,888
Safety Services Building (General Government)	\$3,133,625	\$0	3.97	2024	\$694,419	\$0	\$164,928	\$529,491
Water Filtration #1 (Water)	\$469,350	\$0	2.42	2027	\$215,231	\$0	\$19,126	\$196,105
Water Filtration #2 (Water)	\$778,910	\$0	2.42	2027	\$673,769	\$0	\$59,874	\$613,895
WWTP (Sewer)	\$1,500,000	\$0	3.50	2042	\$1,399,311	\$0	\$35,939	\$1,363,372
	\$9,148,626				\$5,558,313	\$0	\$432,321	\$5,125,992

Town of Sunapee, NH

POSITION: Deputy Town Clerk/Tax Collector

DEPARTMENT: Town Clerk/Tax Collector Office

FLSA STATUS:

REPORTS TO: Town Clerk/Tax Collector

LABOR GRADE:

DATE: October 2019

GENERAL SUMMARY

This position requires clerical & public relations work associated with tax collection, billing and accounting operations of the Town Clerk & Tax Collector's Office.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Except as specifically noted, the following functions are considered essential to this position:

Accurately perform daily accounting operations in a reasonable time period.

Ability to perform many tasks simultaneously.

Prepare financial statements and reports associated with the Office of Town Clerk/Tax Collector.

Issue registrations, permits, licenses, etc. in accordance with local, state and federal regulations governing the activities of the Town Clerk/Tax Collector.

Conduct voter registration activities in accordance with federal & state laws.

Assist in all activities associated with the conduct of local, state, and federal elections.

Maintain records of the municipality in accordance with the laws, regulations and generally accepted practices.

Maintain a suitable level of confidentiality regarding records of the municipality.

Interpret and apply statutes, rules regulations and policies.

Daily application of effective oral & written communications skills.

Responding effectively to inquiries made by residents, taxpayers, & businesses questions regarding all activities associated with the Town Clerk/Tax Collector's Office.

Create a good public image as a representative of the office of Town Clerk/Tax Collector.

Maintain effective working relationships with other employees and the general public.

Perform other duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES

In the absence of the Town Clerk/Tax Collector the Deputy shall perform all duties necessary to ensure the operations of the Office is not disrupted.

Strict observance of confidentiality is required when dealing with DMV and Vital Records.

SUPERVISORY CONTROLS

This position does not require any supervisory responsibilities.

COMPLEXITY

The position includes a variety of duties and the ability to handle many tasks at once.

PERSONAL CONTACTS

Contacts are typically with the Town Clerk/Tax Collector, state agencies, other municipal officials, co-workers, town residents, taxpayers, and the general public. Contacts may also include town committees and their members.

PURPOSE OF CONTACTS

The purpose is to plan, schedule, organize, coordinate, manage, implement, direct and to provide advice.

MANAGEMENT RESPONSIBILITY

This position requires no management responsibility; however, it requires you to work independently with careful attention to details.

DESIRED MINIMUM QUALIFICATIONS**Education and Experience**

The Deputy Town Clerk & Tax Collector must be domiciled in the Town of Sunapee.

High school graduate

Strong computer and organizational skills

Valid NH Operator Driver's License

Successfully pass a background investigation

LICENSING AND CERTIFICATION

Municipal Agent Automation Program (MAAP) certified within 6 months of hire.

Vital Records certified within 6 months of hire.

Election Net certified within 6 months of hire.

Enrollment in the New Hampshire Joint Certification Program

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Computer, typewriter, calculator, telephone, scan, copy and fax machine

PHYSICAL DEMANDS

Typical office environment does not require much physical strength. However high energy is required to multitask. While performing the duties of this job, the employee is required to stand; walk; sit; use hands. Employee must occasionally lift, carry, and move up to 25 pounds, sometimes reach above and below shoulder height.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK SCHEDULE

The work schedule will be determined by the Town Clerk & Tax Collector.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.



Medical Rate Exhibit

Town of Sunapee

Rating Renewal: January

Rating Tier: Small

Rating Type: Standard

Current Benefit Option(s)	Enrollmer Type	Enrollee Counts	1/19 Rates	1/20 Rates	% Change
AB20(01S)-R10/25/40M10/40/70/3K(S)	Single	0	\$889.68	\$955.52	7.4%
	2-Person	1	\$1,779.36	\$1,911.04	7.4%
	Family	0	\$2,402.13	\$2,579.90	7.4%
ABSOS20/40/1KDED(01S)-R10/25/40M10/40/70/5K(S)*	Single	0	\$717.15	\$770.22	7.4%
	2-Person	1	\$1,434.30	\$1,540.44	7.4%
	Family	0	\$1,936.31	\$2,079.60	7.4%
HRAABSOS20/40/1KDED(01S)-R10/25/40M10/40/70/5K(S)*	Single	10	\$717.15	\$770.22	7.4%
	2-Person	13	\$1,434.30	\$1,540.44	7.4%
	Family	8	\$1,936.31	\$2,079.60	7.4%
MC3(01S)-R10/25/40M10/40/70(SCY)	Single	5	\$595.68	\$639.76	7.4%
MCNRX(01S)	Single	3	\$246.25	\$264.47	7.4%
Monthly Total		41	\$48,238.69	\$51,808.41	7.4%

Alternative Benefit Option(s): As you consider your benefit offerings for January 1, 2020, please refer to the sampling of Benefit Option(s) provided below. It is important to note that not all of the sample plans listed below can be offered along with your current Benefit Option(s). Your Benefits Advisor is available to help you select the plans that best meet your Group's needs and work within HealthTrust's underwriting guidelines.

Alternative Benefit Option(s)	Enrollmer Type	1/20 Rates
ABSOS25/50/3KDED(01S)-R10/25/40M10/40/70/5K(S)*	Single	\$559.34
	2-Person	\$1,118.67
	Family	\$1,510.20

**Maximum of 50% Employer funding of deductible allowed.*

Monthly Budget Through August 31, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$325,904.00	\$200,120.97	\$125,783.03	38.60%
TCTC	\$210,052.00	\$128,189.91	\$81,862.09	38.97%
Elections	\$6,485.00	\$4,546.14	\$1,938.86	29.90%
Finance	\$222,127.00	\$164,002.21	\$58,124.79	26.17%
Assessing	\$112,218.00	\$53,596.53	\$58,621.47	52.24%
Legal	\$18,000.00	\$9,383.08	\$8,616.92	47.87%
Personnel Benefits Mgmt	\$1,000.00	\$55.00	\$945.00	94.50%
Planning/Zoning	\$52,752.00	\$30,419.00	\$22,333.00	42.34%
General Govt-B&G	\$173,983.00	\$97,042.20	\$76,940.80	44.22%
Cemetery	\$13,625.00	\$6,929.46	\$6,695.54	49.14%
Insurance	\$7,540.00	\$0.00	\$7,540.00	100.00%
Information Booth	\$13,981.00	\$8,349.50	\$5,631.50	40.28%
Other General Govt	\$30,651.15	\$17,639.58	\$13,011.57	42.45%
Police	\$847,326.73	\$561,858.84	\$285,467.89	33.69%
Ambulance	\$59,516.00	\$58,939.00	\$577.00	0.97%
Fire	\$202,257.00	\$87,437.57	\$114,819.43	56.77%
SSB	\$156,535.00	\$113,283.91	\$43,251.09	27.63%
Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
Highway	\$1,786,325.00	\$851,114.67	\$935,210.33	52.35%
Street Lights	\$16,800.00	\$9,947.51	\$6,852.49	40.79%
Transfer Station	\$531,762.00	\$323,418.67	\$208,343.33	39.18%
Health Officer	\$5,193.00	\$223.76	\$4,969.24	95.69%
Animal Control	\$500.00	\$0.00	\$500.00	100.00%
Health Services	\$15,176.00	\$15,176.00	\$0.00	0.00%
Welfare	\$43,808.00	\$12,491.06	\$31,316.94	71.49%
Recreation	\$161,086.00	\$114,801.73	\$46,284.27	28.73%
Library	\$400,953.00	\$251,152.57	\$149,800.43	37.36%
Memorial Day	\$200.00	\$174.95	\$25.05	12.53%
Patriotic/Band Concerts	\$5,000.00	\$5,000.00	\$0.00	0.00%
Conservation Commission	\$3,550.00	\$2,365.00	\$1,185.00	33.38%
Debt - Principal	\$262,883.00	\$233,529.83	\$29,353.17	11.17%
Debt - Interest	\$58,479.00	\$30,895.47	\$27,583.53	47.17%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,746,867.88	\$3,392,084.12	\$2,354,783.76	40.98%

Monthly Budget Through August 31, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Hydro	\$113,912.00	\$38,938.95	\$74,973.05	65.82%
Sum	\$113,912.00	\$38,938.95	\$74,973.05	65.82%

Monthly Budget Through September 30, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$325,904.00	\$200,120.97	\$125,783.03	38.60%
TCTC	\$210,052.00	\$128,189.91	\$81,862.09	38.97%
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Assessing	\$112,218.00	\$53,596.53	\$58,621.47	52.24%
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Personnel Benefits Mgmt	\$1,000.00	\$55.00	\$945.00	94.50%
Planning/Zoning	\$52,752.00	\$30,419.00	\$22,333.00	42.34%
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Cemetery	\$13,625.00	\$6,929.46	\$6,695.54	49.14%
Insurance	\$7,540.00	\$0.00	\$7,540.00	100.00%
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Other General Govt	\$30,651.15	\$17,639.58	\$13,011.57	42.45%
Police	\$847,326.73	\$561,858.84	\$285,467.89	33.69%
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Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
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Health Officer	\$5,193.00	\$223.76	\$4,969.24	95.69%
Animal Control	\$500.00	\$0.00	\$500.00	100.00%
Health Services	\$15,176.00	\$15,176.00	\$0.00	0.00%
Welfare	\$43,808.00	\$12,491.06	\$31,316.94	71.49%
Recreation	\$161,086.00	\$114,801.73	\$46,284.27	28.73%
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Memorial Day	\$200.00	\$174.95	\$25.05	12.53%
Patriotic/Band Concerts	\$5,000.00	\$5,000.00	\$0.00	0.00%
Conservation Commission	\$3,550.00	\$2,365.00	\$1,185.00	33.38%
Debt - Principal	\$262,883.00	\$233,529.83	\$29,353.17	11.17%
Debt - Interest	\$58,479.00	\$30,895.47	\$27,583.53	47.17%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,746,867.88	\$3,392,084.12	\$2,354,783.76	40.98%

Monthly Budget Through September 30, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Hydro	\$113,912.00	\$38,938.95	\$74,973.05	65.82%
Sum	\$113,912.00	\$38,938.95	\$74,973.05	65.82%

2019 Revenue Report through August 31, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3110-01-900	PROPERTY TAXES-CURRENT		\$0.00		\$0.00
01-3110-01-901	TAX REDEMPTIONS		\$0.00		\$0.00
Sum			\$0.00		\$0.00
01-3120-01-901	LAND USE CHANGE		\$0.00		\$0.00
Sum Land Use Change			\$0.00		\$0.00
01-3185-01-900	YIELD TAX		\$0.00		\$0.00
Sum Yield Tax			\$0.00		\$0.00
01-3186-01-900	EXCAVATION TAX		\$0.00		\$0.00
Sum Excavation Tax			\$0.00		\$0.00
01-3190-01-902	INTEREST & COSTS	\$60,000.00	\$58,913.61	\$60,000.00	\$47,786.38
01-3190-01-903	Returned Check Fee		\$200.00		\$125.00
Sum Interest and Penalties on Delinquent Taxes		\$60,000.00	\$59,113.61	\$60,000.00	\$47,911.38
01-3210-01-910	UCC FILING	\$500.00	\$1,494.00	\$500.00	\$720.00
Sum Licenses, Permits and Fees		\$500.00	\$1,494.00	\$500.00	\$720.00
01-3220-01-807	Snowmobile and ATV Fees	\$0.00	(\$3,458.00)		
01-3220-01-906	AUTO REGISTRATIONS	\$750,000.00	\$883,862.17	\$750,000.00	\$600,415.85

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Motor Vehicle Permit Fees		\$750,000.00	\$880,404.17	\$750,000.00	\$600,415.85
	01-3230-01-908	SUBDIVISION FEES		\$1,700.00		\$550.00
	01-3230-01-909	SITE PLAN REVIEW FEES		\$2,800.60		\$1,835.00
	01-3230-01-910	CERTIFICATE OF COMPLIANC	\$35,000.00	\$33,111.75	\$35,000.00	\$32,349.90
Sum	Building Permits		\$35,000.00	\$37,612.35	\$35,000.00	\$34,734.90
	01-3290-01-320	Landlord's Filing Fee	\$0.00	\$4.00		\$0.00
	01-3290-01-902	REDEMPTION COSTS		\$1,543.90		\$3,102.60
	01-3290-01-907	BOAT REGISTRATIONS/FEES	\$36,000.00	\$10,067.68	\$36,000.00	\$11,083.66
	01-3290-01-912	DOG LICENSES/FEES		\$7,314.50		\$5,052.00
	01-3290-01-915	VITALS-BIRTH & DEATH		\$4,680.00		\$2,810.00
	01-3290-01-917	TOWN CLERK FEES		\$16,202.00		\$10,638.00
	01-3290-01-919	WETLANDS APPLICATIONS		\$21.00		\$10.50
Sum			\$36,000.00	\$39,833.08	\$36,000.00	\$32,696.76
	01-3311-01-841	FEDERAL FEMA FUNDS		\$0.00		(\$12,608.84)
Sum	From Federal Government			\$0.00		(\$12,608.84)
	01-3351-01-927	SHARED REVENUE		\$0.00		\$0.00
Sum	Shared Revenues			\$0.00		\$0.00
	01-3352-01-840	STATE OF NH-ROOMS/MEALS	\$177,168.00	\$177,291.02	\$177,291.00	\$0.00

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Meals and Rooms Tax Distribution		\$177,168.00	\$177,291.02	\$177,291.00	\$0.00
	01-3353-01-928	HIGHWAY BLOCK GRANT	\$122,211.00	\$124,397.12	\$124,468.00	\$87,982.83
Sum	Highway Block Grant		\$122,211.00	\$124,397.12	\$124,468.00	\$87,982.83
	01-3354-01-794	STATE OF NH-SEWER GRANT		\$0.00		\$0.00
Sum	Water Pollution Grant			\$0.00		\$0.00
	01-3354-01-795	STATE OF NH - WATER GRANT	\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3359-01-741	PD GRANT INCOME		\$0.00		\$0.00
	01-3359-01-927	STATE NH HIGH ST BRIDGE G		\$0.00		\$0.00
	01-3359-01-927	State of NH Treatment Plant Road		\$0.00		\$0.00
Sum	Water Pollution Grant		\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3379-01-935	TOWN OF SPRINGFIELD-TS	\$104,054.00	\$102,291.00	\$109,054.00	\$53,203.50
Sum	From Other Governments		\$104,054.00	\$102,291.00	\$109,054.00	\$53,203.50
	01-3401-01-150	PD - SPECIAL DETAIL INCOME		\$0.00		\$0.00
	01-3401-01-320	FIREWORKS PERMIT FEE		\$440.00		\$280.00
	01-3401-01-321	PHOTOCOPY INCOME		\$63.00		\$33.75
	01-3401-01-581	RECYCLING MAGAZINES		\$0.00		\$0.00
	01-3401-01-584	RECYCLING INCOME-STEEL C		\$1,026.42		\$283.16
	01-3401-01-586	RECYCLING INCOME-ALUMIN		\$13,574.57		\$4,820.00

Wednesday, October 9, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3401-01-587	RECYCLING CARDBOARD		\$9,989.15		\$3,959.78
01-3401-01-588	RECYCLING NEWSPAPER		\$1,094.62		\$319.32
01-3401-01-589	RECYCLING SCRAP METAL		\$13,899.71		\$6,433.15
01-3401-01-592	RECYCLING PLASTIC		\$7,608.28		\$4,604.12
01-3401-01-593	RECYCLING INCOME-BATTERI		\$0.00		\$0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOM		\$34,279.83		\$43,591.00
01-3401-01-940	INSURANCE REPORTS		\$0.00		\$0.00
01-3401-01-942	Standard Power Net Metering Inco	\$0.00	\$0.00	\$0.00	\$7,648.25
01-3401-01-948	MISC. TOWN OFFICE INCOME		\$0.00		\$0.00
01-3401-01-949	REGULATIONS SOLD		\$0.00		\$0.00
01-3401-01-950	ZBA INCOME		\$3,000.00		\$1,950.00
01-3401-01-951	TOWN OFFICE POSTAGE		\$83.89		\$3.42
01-3401-01-953	REPORTS/LABELS/DISKS SOLD		\$250.74		\$452.25
01-3401-01-958	HIGHWAY PARTS		\$0.00		\$0.00
01-3401-01-959	HWY-MATERIALS SOLD		\$0.00		\$0.00
01-3404-01-940	SUNAPEE T/S TICKET SALES	\$80,000.00	\$49,093.00	\$109,820.00	\$35,973.00
01-3404-01-941	SPRINGFIELD T/S TICKET SAL		\$2,000.00		\$0.00
01-3404-01-950	Sunapee Beautification Donations		\$0.00		\$0.00

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3501-10-813	Pistol Permit Fee	\$0.00	\$70.00	\$0.00	\$100.00
Sum	Income from Departments		\$80,000.00	\$136,473.21	\$109,820.00	\$110,451.20
	01-3409-01-965	SALE OF CEMETERY LOT	\$2,000.00	\$1,600.00	\$2,000.00	\$0.00
	01-3409-01-966	BURIAL INCOME		\$2,750.00		\$0.00
Sum	Other Charges		\$2,000.00	\$4,350.00	\$2,000.00	\$0.00
	01-3501-01-965	PD-SALE OF CRUISER		\$0.00		\$0.00
	01-3501-01-966	SALE OF TOWN OWNED PROP	\$2,000.00	\$1,650.00	\$8,000.00	\$31,456.63
	01-3501-01-968	SALE OF HIGHWAY EQUIPMEN		\$3,601.99		\$0.00
Sum	Sale of Municipal Property		\$2,000.00	\$5,251.99	\$8,000.00	\$31,456.63
	01-3501-01-970	Checking Account Interest Earned	\$57,000.00	\$120,558.12	\$80,000.00	\$66,571.87
	01-3502-01-972	INVESTMENT INTEREST INCO				
Sum	Interest on Investments		\$57,000.00	\$120,558.12	\$80,000.00	\$66,571.87
	01-3503-01-936	RENTS/LEASES & SERVICES	\$30,000.00	\$18,097.46	\$26,000.00	\$6,147.10
	01-3503-01-938	OLD ABBOTT LIBRARY Rent	\$0.00	\$5,500.00		\$225.81
	01-3504-01-938	DOG FINES		\$50.00		\$0.00
	01-3504-01-939	PARKING FINES		\$2,800.00		\$1,760.00
	01-3504-01-940	PD FALSE ALARM FINES		\$0.00		\$0.00
	01-3504-01-941	REPLACEMENT TRANSFER ST		\$450.00		\$75.00

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3504-01-944	PD STATE WITNESS FEES		\$1,750.00		\$787.30
	01-3504-01-945	PD COURT RESTITUTION		\$0.00		\$0.00
	01-3504-01-946	PD Discovery		\$550.00		\$504.00
	01-3506-60-260	Revenue from Other Agency		\$0.00		\$0.00
	01-3509-01-950	WELFARE MISC. REVENUE		\$1,888.00		\$118.00
Sum	Other		\$30,000.00	\$31,085.46	\$26,000.00	\$9,617.21
	01-3912-01-800	Operating Transfer from Special R				
Sum	From Special Revenue Funds					
	01-3914-01-000	Enterprise Funds Sewer	\$1,114,743.00		\$1,116,243.00	
Sum	From Enterprise Funds: Sewer		\$1,114,743.00		\$1,116,243.00	
	01-3914-01-001	Enterprise Funds Water	\$551,609.00		\$531,090.00	
Sum	From Enterprise Funds: Water		\$551,609.00		\$531,090.00	
	01-3914-01-002	Enterprise Funds Electric	\$285,113.00		\$233,912.00	
Sum	From Enterprise Funds: Electric		\$285,113.00		\$233,912.00	
	01-3915-01-650	CAPITAL RESERVE-HWY	\$78,172.00	\$0.00		\$0.00
Sum	From Capital Reserve Funds		\$78,172.00	\$0.00		\$0.00
	01-3915-01-651	CAP RESERVE - LIBRARY		\$0.00		\$0.00
Sum	From Capital Reserve Funds			\$0.00		\$0.00

Wednesday, October 9, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3915-01-652	CAP RESERVE - BRIDGES		\$0.00		\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$0.00
01-3915-01-653	CAP RESERVE - POLICE EQUIP				
Sum	From Capital Reserve Funds				
01-3915-01-654	CAP RESERVE - DIRT ROAD PA				
Sum	From Capital Reserve Funds				
01-3915-30-962	TRANSFER FROM EXP TRUST		\$0.00		\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$0.00
01-3934-01-800	Proceeds from Long Term Bonds &				
Sum	Proceeds from Long Term Bonds and Notes				
Grand Total		\$3,493,078.00	\$1,725,449.13	\$3,406,886.00	\$1,063,153.29

2019 Revenue Report through September 30, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3110-01-900	PROPERTY TAXES-CURRENT		\$0.00		\$0.00
01-3110-01-901	TAX REDEMPTIONS		\$0.00		\$0.00
Sum			\$0.00		\$0.00
01-3120-01-901	LAND USE CHANGE		\$0.00		\$0.00
Sum Land Use Change			\$0.00		\$0.00
01-3185-01-900	YIELD TAX		\$0.00		\$0.00
Sum Yield Tax			\$0.00		\$0.00
01-3186-01-900	EXCAVATION TAX		\$0.00		\$0.00
Sum Excavation Tax			\$0.00		\$0.00
01-3190-01-902	INTEREST & COSTS	\$60,000.00	\$58,913.61	\$60,000.00	\$49,198.31
01-3190-01-903	Returned Check Fee		\$200.00		\$125.00
Sum Interest and Penalties on Delinquent Taxes		\$60,000.00	\$59,113.61	\$60,000.00	\$49,323.31
01-3210-01-910	UCC FILING	\$500.00	\$1,494.00	\$500.00	\$720.00
Sum Licenses, Permits and Fees		\$500.00	\$1,494.00	\$500.00	\$720.00
01-3220-01-807	Snowmobile and ATV Fees	\$0.00	(\$3,458.00)		
01-3220-01-906	AUTO REGISTRATIONS	\$750,000.00	\$883,862.17	\$750,000.00	\$676,581.35

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Motor Vehicle Permit Fees		\$750,000.00	\$880,404.17	\$750,000.00	\$676,581.35
	01-3230-01-908	SUBDIVISION FEES		\$1,700.00		\$625.00
	01-3230-01-909	SITE PLAN REVIEW FEES		\$2,800.60		\$1,835.00
	01-3230-01-910	CERTIFICATE OF COMPLIANC	\$35,000.00	\$33,111.75	\$35,000.00	\$36,007.40
Sum	Building Permits		\$35,000.00	\$37,612.35	\$35,000.00	\$38,467.40
	01-3290-01-320	Landlord's Filing Fee	\$0.00	\$4.00		\$0.00
	01-3290-01-902	REDEMPTION COSTS		\$1,543.90		\$3,190.60
	01-3290-01-907	BOAT REGISTRATIONS/FEES	\$36,000.00	\$10,067.68	\$36,000.00	\$11,195.50
	01-3290-01-912	DOG LICENSES/FEES		\$7,314.50		\$5,180.00
	01-3290-01-915	VITALS-BIRTH & DEATH		\$4,680.00		\$3,045.00
	01-3290-01-917	TOWN CLERK FEES		\$16,202.00		\$12,001.50
	01-3290-01-919	WETLANDS APPLICATIONS		\$21.00		\$12.50
Sum			\$36,000.00	\$39,833.08	\$36,000.00	\$34,625.10
	01-3311-01-841	FEDERAL FEMA FUNDS		\$0.00		\$0.00
Sum	From Federal Government			\$0.00		\$0.00
	01-3351-01-927	SHARED REVENUE		\$0.00		\$0.00
Sum	Shared Revenues			\$0.00		\$0.00
	01-3352-01-840	STATE OF NH-ROOMS/MEALS	\$177,168.00	\$177,291.02	\$177,291.00	\$0.00

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Meals and Rooms Tax Distribution		\$177,168.00	\$177,291.02	\$177,291.00	\$0.00
	01-3353-01-928	HIGHWAY BLOCK GRANT	\$122,211.00	\$124,397.12	\$124,468.00	\$87,982.83
Sum	Highway Block Grant		\$122,211.00	\$124,397.12	\$124,468.00	\$87,982.83
	01-3354-01-794	STATE OF NH-SEWER GRANT		\$0.00		\$0.00
Sum	Water Pollution Grant			\$0.00		\$0.00
	01-3354-01-795	STATE OF NH - WATER GRANT	\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3359-01-741	PD GRANT INCOME		\$0.00		\$0.00
	01-3359-01-927	STATE NH HIGH ST BRIDGE G		\$0.00		\$0.00
	01-3359-01-927	State of NH Treatment Plant Road		\$0.00		\$0.00
Sum	Water Pollution Grant		\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3379-01-935	TOWN OF SPRINGFIELD-TS	\$104,054.00	\$102,291.00	\$109,054.00	\$53,203.50
Sum	From Other Governments		\$104,054.00	\$102,291.00	\$109,054.00	\$53,203.50
	01-3401-01-150	PD - SPECIAL DETAIL INCOME		\$0.00		\$0.00
	01-3401-01-320	FIREWORKS PERMIT FEE		\$440.00		\$280.00
	01-3401-01-321	PHOTOCOPY INCOME		\$63.00		\$38.00
	01-3401-01-581	RECYCLING MAGAZINES		\$0.00		\$0.00
	01-3401-01-584	RECYCLING INCOME-STEEL C		\$1,026.42		\$283.16
	01-3401-01-586	RECYCLING INCOME-ALUMIN		\$13,574.57		\$5,656.95

Wednesday, October 9, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3401-01-587	RECYCLING CARDBOARD		\$9,989.15		\$3,959.78
01-3401-01-588	RECYCLING NEWSPAPER		\$1,094.62		\$319.32
01-3401-01-589	RECYCLING SCRAP METAL		\$13,899.71		\$7,359.97
01-3401-01-592	RECYCLING PLASTIC		\$7,608.28		\$4,604.12
01-3401-01-593	RECYCLING INCOME-BATTERI		\$0.00		\$0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOM		\$34,279.83		\$46,504.80
01-3401-01-940	INSURANCE REPORTS		\$0.00		\$0.00
01-3401-01-942	Standard Power Net Metering Inco	\$0.00	\$0.00	\$0.00	\$7,648.25
01-3401-01-948	MISC. TOWN OFFICE INCOME		\$0.00		\$0.00
01-3401-01-949	REGULATIONS SOLD		\$0.00		\$0.00
01-3401-01-950	ZBA INCOME		\$3,000.00		\$2,550.00
01-3401-01-951	TOWN OFFICE POSTAGE		\$83.89		\$3.42
01-3401-01-953	REPORTS/LABELS/DISKS SOLD		\$250.74		\$452.25
01-3401-01-958	HIGHWAY PARTS		\$0.00		\$0.00
01-3401-01-959	HWY-MATERIALS SOLD		\$0.00		\$0.00
01-3404-01-940	SUNAPEE T/S TICKET SALES	\$80,000.00	\$49,093.00	\$109,820.00	\$41,324.00
01-3404-01-941	SPRINGFIELD T/S TICKET SAL		\$2,000.00		\$0.00
01-3404-01-950	Sunapee Beautification Donations		\$0.00		\$0.00

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3501-10-813	Pistol Permit Fee	\$0.00	\$70.00	\$0.00	\$100.00
Sum	Income from Departments		\$80,000.00	\$136,473.21	\$109,820.00	\$121,084.02
	01-3409-01-965	SALE OF CEMETERY LOT	\$2,000.00	\$1,600.00	\$2,000.00	\$0.00
	01-3409-01-966	BURIAL INCOME		\$2,750.00		\$0.00
Sum	Other Charges		\$2,000.00	\$4,350.00	\$2,000.00	\$0.00
	01-3501-01-965	PD-SALE OF CRUISER		\$0.00		\$0.00
	01-3501-01-966	SALE OF TOWN OWNED PROP	\$2,000.00	\$1,650.00	\$8,000.00	\$31,456.63
	01-3501-01-968	SALE OF HIGHWAY EQUIPMEN		\$3,601.99		\$0.00
Sum	Sale of Municipal Property		\$2,000.00	\$5,251.99	\$8,000.00	\$31,456.63
	01-3501-01-970	Checking Account Interest Earned	\$57,000.00	\$120,558.12	\$80,000.00	\$66,571.87
	01-3502-01-972	INVESTMENT INTEREST INCO				
Sum	Interest on Investments		\$57,000.00	\$120,558.12	\$80,000.00	\$66,571.87
	01-3503-01-936	RENTS/LEASES & SERVICES	\$30,000.00	\$18,097.46	\$26,000.00	\$6,147.10
	01-3503-01-938	OLD ABBOTT LIBRARY Rent	\$0.00	\$5,500.00		\$225.81
	01-3504-01-938	DOG FINES		\$50.00		\$0.00
	01-3504-01-939	PARKING FINES		\$2,800.00		\$1,760.00
	01-3504-01-940	PD FALSE ALARM FINES		\$0.00		\$0.00
	01-3504-01-941	REPLACEMENT TRANSFER ST		\$450.00		\$75.00

Wednesday, October 9, 2019

AccountNumber		AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3504-01-944	PD STATE WITNESS FEES		\$1,750.00		\$787.30
	01-3504-01-945	PD COURT RESTITUTION		\$0.00		\$0.00
	01-3504-01-946	PD Discovery		\$550.00		\$504.00
	01-3506-60-260	Revenue from Other Agency		\$0.00		\$0.00
	01-3509-01-950	WELFARE MISC. REVENUE		\$1,888.00		\$674.75
Sum	Other		\$30,000.00	\$31,085.46	\$26,000.00	\$10,173.96
	01-3912-01-800	Operating Transfer from Special R				
Sum	From Special Revenue Funds					
	01-3914-01-000	Enterprise Funds Sewer	\$1,114,743.00		\$1,116,243.00	
Sum	From Enterprise Funds: Sewer		\$1,114,743.00		\$1,116,243.00	
	01-3914-01-001	Enterprise Funds Water	\$551,609.00		\$531,090.00	
Sum	From Enterprise Funds: Water		\$551,609.00		\$531,090.00	
	01-3914-01-002	Enterprise Funds Electric	\$285,113.00		\$233,912.00	
Sum	From Enterprise Funds: Electric		\$285,113.00		\$233,912.00	
	01-3915-01-650	CAPITAL RESERVE-HWY	\$78,172.00	\$0.00		\$0.00
Sum	From Capital Reserve Funds		\$78,172.00	\$0.00		\$0.00
	01-3915-01-651	CAP RESERVE - LIBRARY		\$0.00		\$0.00
Sum	From Capital Reserve Funds			\$0.00		\$0.00

Wednesday, October 9, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3915-01-652	CAP RESERVE - BRIDGES		\$0.00		\$0.00
Sum	From Capital Reserve Funds			\$0.00		\$0.00
	01-3915-01-653	CAP RESERVE - POLICE EQUIP				
Sum	From Capital Reserve Funds					
	01-3915-01-654	CAP RESERVE - DIRT ROAD PA				
Sum	From Capital Reserve Funds					
	01-3915-30-962	TRANSFER FROM EXP TRUST		\$0.00		\$0.00
Sum	From Capital Reserve Funds			\$0.00		\$0.00
	01-3934-01-800	Proceeds from Long Term Bonds &				
Sum	Proceeds from Long Term Bonds and Notes					
Grand Total			\$3,493,078.00	\$1,725,449.13	\$3,406,886.00	\$1,170,189.97

Wednesday, October 9, 2019