

**SUNAPEE SELECTBOARD
MEETING MINUTES**

6:30 PM Town Office Meeting Room

Monday August 7, 2023

Join us on Zoom: <https://us06web.zoom.us/j/83386192215>

Meeting called to order by Selectboard Chair Wallace at 6:45.

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

- Parcel ID: 0206-0006-0000, 37 Meadow Brook Rd, Toimi & Barbara Parssinen
- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden

DEMO:

- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden

LAND DISTURBANCE:

- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden

USE OF FACILITIES:

- Use of Facilities: Sunapee Recreation Committee requesting to use Sunapee Harbor on August 12th, 202e from 10am – 1pm for the Rock Bass Fishing Derby

MOTION TO APPROVE CONSENT AGENDA: CZCs, Demo Permit, Land Disturbance, and Use of Facilities (Rock Bass Derby) made by Selectboard Member Gallup seconded by Selectboard Member Hathorn. All voted in favor.

Discussion: Selectboard Member Gallup noted that the Town does not traditionally allow a wedding to take up such a large span of time. Selectboard Member Trow noted that anyone is allowed on the site regardless. Often, wedding parties don't want 'extras' at their wedding. The application will be held until more information is gathered from applicants.

2. APPOINTMENTS:

- **7:00 PM Public Hearing:** Pursuant to RSA 31:95-b(III), to accept and expend unanticipated funds for the Sunapee Fire Department of \$221,860.95 provided by FEMA via the Assistance to Firefighters grant for equipment.
 - Fire Chief John Galloway confirmed that the funding would be used to purchase new SCBA air packs, which are \$8,500 each. The current air packs used by the Sunapee Fire Department are reaching the end of their certified lifespan.
 - Chief Galloway said that they are currently receiving quotes from different equipment companies and firefighters are testing various

models. If possible, Chief Galloway would like to purchase and provide masks for firefighters as well.

- Commendation by the Board for the Sunapee Fire Department for their work in procuring the grant.

Motion made at 7:11 PM by Selectboard Member Gallup to accept FEMA Funds in the amount of \$221,860.95 and to authorize the Sunapee Fire Department to expend funds on equipment. Seconded by Selectboard Member Gottling. All voted in favor.

Public hearing closed at 7:12 PM.

- **7:15 PM Public Hearing:** Pursuant to RSA 41:9a, Adoption and Implementation of Beach Pass and Transfer Station Fee Adjustments
 - Public hearing opened at 7:16 PM
 - Town Manager Martinez noted that the Transfer Station needs to raise fees to meet operating costs. She met with Transfer Station staff to determine what adjustments needed to be made. Town Administration and the Transfer Station staff concurred that current disposal rates should reflect the actual disposal cost for the Transfer Station. It was also agreed that the Town should administer fines that will deter violation of Transfer Station rules & regulations.
 - Martinez noted that most other towns are also revising their fee schedule, and that Sunapee needs to keep pace with disposal costs so that the Town does not have to pay the difference.
 - Selectboard Member Hathorn agreed with fee adjustments and believed that it was time to charge for stickers.
 - Martinez spoke to moving the process online and reducing the human cost/ time commitment.
 - Selectboard Member Trow asked whether it would be possible to partner with another company that could dispose of electronics at no cost to the Town. Martinez replied that Earl – the Transfer Station foreman – is working to problem solve cost-efficient solutions.
 - The Transfer Station will stop accepting cash and will have a credit card machine installed. Residents will soon have the option to prepay online to dispose of items.
 - Selectboard Member Trow does not believe that residents should have to pay for beach stickers unless they lose it because access to Transfer Station and Beach are covered as taxpayers.

- Martinez replied that they are not charging for the Beach, but for parking. Currently, there is a problem with residents receiving too many stickers and there is not enough parking available. Selectboard member Hathorn noted that it is only \$8 a year for residents.
- Selectboard Member Gallup supported the implementation of fees because it could lead households to become more judicious in the number of Transfer and Beach stickers required.

Public Comments

- Lisa Hoekstra: Asked about numbers and whether there is overcrowding at Dewey Beach. She cited the Dewey Beach deed, which there cannot be an entry charge for the Beach. Town Manager Martinez clarified that the fees associated with stickers are for parking, not entry. Ms. Hoekstra thinks a \$100 replacement fee is too high to cover the cost of doing business.
- Steve Marshall: Agreed with Selectboard member Trow and believes that people will dump trash regardless of the fines. Mr. Marshall thinks that access to Transfer Station and Beach is a privilege for residents, but also agrees that charging after a certain number of stickers is okay.
- Christine Corey: Believes that issuing at least one free pass per person makes sense. She asked whether a placard could be a plausible solution. Asked for clarification on some Transfer Station items. Feels that a \$100 replacement fee is much too much.
- John Galloway: Spoke as both a business owner and as resident. Asked if it would be more feasible to get a scale to charge for disposal and asked what counts as a violation. From his perspective as Fire Chief, he commented that lithium-ion batteries are a serious fire hazard and said that there is a type of specialized container that could make it safer to dispose of said batteries. Suggested that there might need to be a disposal fee for lithium batteries.
- John Augustine: Said the Town should have just adjusted fees for Transfer Station items but should not have added new fees. Does not think the Town needs to create new programs.
- Neill Cobb: Confirmed that Sunapee PD did previously match license plates when passes were placards. Suggested that property owners who lose guest passes could report them to PD like they do with lost license plates. Asked the Board to consider administrative cost for issuing parking tickets.

- Martinez asked whether the Board would consider issuing three free passes and one guest pass to each household, then an extra (\$25) charge for subsequent stickers.
- Chairwoman Wallace made a motion to provide two free passes and one guest pass to each parcel, with subsequent passes issued at the fee schedule presented. After discussion, an amendment was made to change “parcel” to “parcel OR household.”

Motion made by Selectboard Chair Wallace at 8:18 PM to adopt the Beach Pass and Transfer Station Fee Schedule as presented, and as amended. Motion was seconded by Selectboard Member Gallup. Selectboard member Trow opposed; all others voted in favor.

- **8:20 PM** Highway Director, Michael Martell, Georges Mill Bridge Closure discussion.
 - Mr. Martell stated Georges Mills Bridge needed “chaining” to assess the level of deterioration. He recommended closing the bridge and turning it into a walking path. He said that there are safety hazards from sinkholes and would rather raise money to cover the expense of more substantial repairs down the road.
 - Selectboard Member Gallup asked whether it would be possible to limit commercial traffic (by weight) to reduce the inconvenience to residents. He wondered about narrowing the bridge or closing parts of sidewalks around the bridge.
 - Mr. Martell recommended implementing a temporary closure except (for foot traffic) with the following justification:
 - Reduced Damage: Minimizes vehicular traffic impact, preserving the bridge's condition during assessment.
 - Comprehensive Restoration Assessment: Provides an opportunity to fully evaluate restoration requirements.
 - Securing Funds: Enables the town to take the necessary steps to secure funding for the restoration project.
 - Informed Decision-Making: A thoughtful approach that ensures well-informed decisions for the long-term benefit.
 - Selectboard Member Gallup made a motion to take the Highway Director’s suggestion and close the Georges Mills Bridge. In subsequent discussion, Selectboard Member Gottling suggested the

Town send out notices and information to all residents, with additional alerts to residents in the immediate area.

Motion made by Selectboard Member Gallup at 8:45 PM to authorize the Sunapee Highway Director to close Georges Mills Bridge and remove/replace signage as appropriate. Motion seconded by Selectboard Member Hathorn. All voted in favor.

3. PUBLIC COMMENT:

Full comments are available online at [Sunapee Town Hall Streams](#).

- Lisa Hoekstra: Spoke on the topic of Short-Term Rentals. Discussed residential vs. commercial use and language in the registration document.
- John Augustine: Spoke on the topic of Short-Term Rentals. Asked about the position of the code compliance officer. Expressed concern about the Fire Department's calls for service and suggested that the Board review calls monthly.
- Melinda Luthier: Spoke on the topic of Short-Term Rentals. Asked where the fines for STRs came from and believes that they're excessive. Town Manager Martinez clarified that they align with other Zoning Ordinance violation fees.
- Christine Corey: Seeking clarity on whether Town Office personnel is held to a motion made and voted on by Selectboard. Discussed process of reconsidering a motion.

4. SELECTMEN ACTION:

- **Strategic Planning**
 - The Selectboard spoke about the value of having a strategic planning session. Each year, Department Heads provide a concrete, realistic budget with the goal of saving the Town as much money as possible.
 - The Selectboard and Town Manager Martinez discussed ways to improve the budgeting process to maintain Town infrastructure and address any new matters that arise and need attention. Wondered what metrics should be put in place to better guide the team.
 - The Selectboard will hold a strategic planning strategy session on 28 August 2023.
- **Old Business:**
 - Investment Policy
 - Town Manager Martinez will resend the draft Investment Policy to the Selectboard.

- Rules of Procedure
 - Town Manager Martinez reiterated the importance of making an explicit motion for each action or decision by the Board.
 - Selectboard Chair Wallace suggested that the Board review Rules of Procedure at the next Selectboard meeting.
 - Town Manger Martinez will resend Rules of Procedure to the Selectboard.

5. TOWN MANAGER REPORT:

- Short-Term Rental Regulation Final Draft
 - Town Manager Martinez presented to the Selectboard the final version of the Short-Term Rental Regulation as was voted on at the July 10th, 2023, Selectboard meeting.
 - Selectboard member Wallace and Town Manager Martinez discussed the matter of the Preexisting Transient Occupancy (PTO) period and confirmed that the PTO period, as voted on by the Board, is December 1, 2020, to December 1, 2022. (See Selectboard Minutes from March 20, 2023)
 - **STR Data:** Short-Term Rental Coordinator Emily Wrenn spoke on current short-term rental data from the GovOS system. Between July 5th and July 31st, there were 151 STRs with at least one listing. 86 were in the Rural Residential Zone, 5 in Rural Lands, 32 on Lake Sunapee, 12 on Perkins Pond, 10 on Mountainview Lake, 3 on Otter Pond. These numbers are consistent with higher numbers of STRs operating at this time in previous years. She also expressed concern that there is a misconception by some residents that STRs were banned in Sunapee.
 - The Selectboard and Town Manager Martinez discussed the STR violation. The Selectboard questioned whether the third offense should be higher. Town Manager Martinez noted that the penalty fee structure is similar to Zoning Ordinance violation fees. Selectboard Member Gottling said that the third offense carries an increase due to the possibility of a rental permit being revoked.
 - Further discussion about what constitutes an offense followed.
- Revaluation:
 - The Assessors will be turning their attention towards the Town of Sunapee statistical revaluation. We will have multiple “Ask the Assessor” sessions allowing residents to learn more about the process as well as to deconflict myths around the relationship between assessed values and the tax rate. We expect to seek a delay on the submission of the MS-1.

- Expense and Revenue Reports:
 - Town Manager Martinez gave a brief overview of the June/July financial reports.
- Planning and Zoning Fee Adjustment Public Hearing Forthcoming to revise the fee schedule for construction and land use applications.
- Riverway Question:
 - At the July 27, 2020, Selectboard meeting, Town Manager Nashawaty spoke with you about the return of Sunapee Harbor Riverway stocks. At that meeting, there was a motion to return the stocks. Riverway is asking to re-return the shares.
 - The Selectboard decided that the matter had already been voted on, and will only revisit the topic if further concern is raised.
- Old Business:
 - The Town Manager will be out next week and will schedule meetings with Municipal Money Managers upon her return.

6. CHAIRMAN'S REPORT:

- Selectboard Member Trow would like to better understand Road Bonds and the Town's definition of them.

AMENDMENT TO MINUTES (8/29/2023):

Motion made by Selectboard Member Trow to approve the Short-Term Rental Registration document as presented, with the discussion about fines. Seconded by Selectboard Member Hathorn. No discussion followed, and the motion passed unanimously.

7. UPCOMING MEETINGS:

August 8th - Recreation Committee 7:00pm

August 10th - Planning Board Meeting 7:00pm - Safety Services Bldg. (9 Sargent Rd.)

August 17th - Planning Board Workshop - 7:00pm

August 21st - Selectboard Meeting - 6:30pm

Meeting Closed at 10:00 PM.

NONPUBLIC: The Board of Selectmen may enter a nonpublic session, if so voted, to discuss items listed under RSA 91-A:3, II

**SUNAPEE SELECTBOARD
MEETING AGENDA**

6:30 PM Town Office Meeting Room

Monday August 7, 2023

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1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

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- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden
- Parcel ID: 0123-0021-0000, 706 Route 11, Dewey Field, Town of Sunapee
- Parcel ID: 0131-0010-0000, 21 Wendell Overlook, Ronald & Theresa Caputo

DEMO:

- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden

LAND DISTURBANCE:

- Parcel ID: 0112-0026-0000, 4 Woodland Rd, Gunnar Blix & Michele Vander Heyden

USE OF FACILITIES:

- Use of Facilities: Sunapee Recreation Committee requesting to use Sunapee Harbor on August 12th, 202e from 10am – 1pm for the Rock Bass Fishing Derby
- Use of Facilities: Richard and Tonya requesting use of the Ben Mere Bandstand for their wedding on July 20th, 2024, from 11am – 4:30pm.

2. APPOINTMENTS:

- 7:00 PM Public Hearing: Pursuant to RSA 31:95-b(III), to accept and expend unanticipated funds for the Sunapee Fire Department in the amount of \$221,860 which has been provided by FEMA via the Assistance to Firefighters grant for equipment.
- 7:15 PM Public Hearing: Pursuant to RSA 41:9a, Adoption and Implementation of Beach Pass and Transfer Station Fee Adjustments
- 7:20 PM Highway Director, Michael Martell, Georges Mill Bridge Closure discussion.

3. PUBLIC COMMENT:

4. SELECTMEN ACTION:

- Strategic Planning Discussion
- Old Business:
 - Investment Policy
 - Rules of Procedure

5. TOWN MANAGER REPORT:

- Short-Term Rental Final Draft
- Reevaluation
- Expense and Revenue Reports
- Riverway Question
- Old Business:
 - Scheduling Meetings with Municipal Money Managers
- Leave Plans

6. CHAIRMAN'S REPORT:

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SIGN-IN SHEET

SUNAPEE SELECTBOARD MEETING

DATE: AUG 7, 2023

Christine Corey

356 RTE 103, SUNAPEE

Edison Hunt

Rte. 31

Steve Marshall

1025 Main St.

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 06/20/2023

John Galloway
SUNAPEE, TOWN OF
23 EDGEMONT ROAD
SUNAPEE, NH 03782

EMW-2022-FG-01739



Dear John Galloway,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2022 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$221,860.95 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$11,093.05 for a total approved budget of \$232,954.00. Please see the FY 2022 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2022 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink that reads "P. Williams".

PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2022 Assistance to Firefighters Grant

Recipient: SUNAPEE, TOWN OF

UEI-EFT: F3HVYCCBDMN6-2212

DUNS number: 0529034732212

Award number: EMW-2022-FG-01739

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2022 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$232,954.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect charges	\$0.00
Federal	\$221,860.95
Non-federal	\$11,093.05
Total	\$232,954.00
Program Income	\$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2022 AFG NOFO.

Approved request details:

Personal Protective Equipment (PPE)

Additional funding

DESCRIPTION

Recharging unit for lithium-ion batteries to power the unit telemetry

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$940.00	\$940.00	Equipment

SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders

DESCRIPTION

24 SCBA, 4500 PSI, carry packs only, does not include cylinders

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	24	\$7,440.00	\$178,560.00	Equipment

SCBA Spare Cylinders

DESCRIPTION

SCBA 4500 psi cylinders for each full pack in the inventory and a spare for each set up

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	48	\$1,053.00	\$50,544.00	Equipment

Additional funding

DESCRIPTION

Purchase of rechargeable lithium-ion battery packs to power the SCBA telemetry

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	6	\$485.00	\$2,910.00	Equipment

Equipment

Monitor/Defibrillator - 15 leads				
DESCRIPTION				
<p>A complete cardiac monitor/defibrillator unit that will include: Manual & AED defibrillation, trending rhythms, noninvasive pacing, SpO2 pulse oximetry, SpCO carbon monoxide monitoring, NIBP- blood pressure monitoring, 4-lead cardiac rhythm monitoring 12-Lead ECG capabilities, EtCO2 End Tidal capnography, two pairs of quality control cables, and a test load generator for quality control and a service manual. The purchase will include a Quik-Combo AED pad cable, two rolls of 100mm readout paper, a 4-foot patient cable, an NIBP blood pressure monitoring coiled hose, and a NIBP Cuff. A reusable adult; 12-Lead ECG Cable, a 4-Wire Limb lead, 5 feet long, and a 12-lead ECG cable with a 6-wire precordial attachment. A lithium-ion battery, station battery charger, AC power, and AC power cord with a 5-foot extension cable. Pulse oximetry equipment needed is a 3-foot Masimo Rainbow DCI reusable adult and pediatric SpO2, SpCO SpMet sensors to attach to a 4-foot Masimo RC patient cable. NIBP- blood pressure monitoring will include a 6-foot straight hose, reusable infant, child, adult large, and extra large adult NIBP cuffs. A carry case with left, right, top and back pouches. WiFi gateway. Service manual. Warranty and service plan to provide at least 3 years on site preventative maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage and all components</p>				
	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	0	\$44,814.48	\$0.00	Equipment
CHANGE FROM APPLICATION				
Quantity from 1 to 0				
JUSTIFICATION				
This reduction is due to the score your project received at panels relative to other projects.				

SUNAPEE SELECTBOARD PUBLIC HEARING

PROPOSED FEE CHANGES FOR TRANSFER STATION DISPOSAL ITEMS, VIOLATIONS, AND TRANSFER STATION/BEACH PASSES

ALL FEES ARE SUBJECT TO A 10% ANNUAL INCREASE AT THE DISCRETION OF THE SUNAPEE SELECTBOARD

SHINGLES, TREATED/ PAINTED/ STAINED WOOD, PLASTER/ LATHE, SHEETROCK, PLYWOOD, T-111

	Old Price	New Price
Full Car Trunk or SUV Storage Area	\$20	\$30
Full Mid-Size Truck Bed (6')	\$90	\$100
Full Full-Size Truck Bed (8')	\$120	\$125
Contractor Loads (/ Cu Yd.)	\$40	\$45

CLEAN WOOD (i.e. KD 2"x4") or ROUGH-CUT LUMBER (non-treated, painted, stained), INSULATION, PVC, ELECTRICAL CONDUITS

	Old Price	New Price
Full Car Trunk or SUV Storage Area	\$20	\$25
Full Mid-Size Truck Bed (6')	\$60	\$65
Full Full-Size Truck Bed (8')	\$75	\$80
Contractor Loads (/ Cu Yd.)	\$30	\$40

BULKY ITEMS

	Old Price	New Price
Single or Twin Mattress or Box Spring	\$15	\$20
Double, Queen, or King Mattress or Box Spring	\$20	\$25
Computer Towers	\$10	\$20
Carpets up to 10'x10'	\$10	\$15
Tires - Automobile & Light Truck	\$2.50	\$5

VIOLATION FEES

	Old Price	New Price
First Offense:	\$10	\$50
Second Offense	\$50	\$75
Third Offense	\$100	\$150
Fourth (& Subsequent) Offenses	\$250	\$250

TRANSFER STATION / BEACH PASS FEES

	Old Price	New Price
Resident (3-year) Pass	n/a	\$25
Tenant (1-year) Pass	n/a	\$10
Guest Pass	n/a	\$10
Resident/Tenant Replacement	\$25	\$50
Guest Pass Replacement	\$25	\$100
Daily Contractor Pass	n/a	\$10

Transfer Station / Beach Passes

SUNAPEE RESIDENTS:

Sunapee residents or non-resident property owners with valid stickers are permitted to use Sunapee Transfer Station facilities. Property owners (or long-term tenants with a copy of their lease) may request stickers. Each property may also request (1) visitor pass that can be given to friends, family, short-term tenants, etc. while they are staying in Sunapee.

A Sunapee Transfer Station sticker or Guest Pass is also required to park at Dewey Beach.



**Scan Here to
Request a
Beach/Transfer
Station Pass**

SPRINGFIELD RESIDENTS:

Springfield residents with valid stickers are permitted to use Sunapee Transfer Station facilities. Stickers are available at the Springfield Clerk's Office at Town Hall.

Violation Fees

Fines may be issued for reasons including, but not limited to, trash disposal during non-operating hours, noncompliance with requested inspections,

disposal of hazardous and/or unauthorized items, disposal of hot ashes or other active fire hazards, repeated attendance without a valid Transfer Station sticker or guest pass.

First Offense:	\$50
Second Offense	\$75
Third Offense	\$150
Fourth (& Subsequent) Offenses	\$250

Sunapee Town Office Hours

MONDAY, TUESDAY, THURSDAY, FRIDAY

8:00 AM - 5:00 PM

----- **WEDNESDAY** -----

8:00 AM - 1:00 PM

Springfield Town Office Hours

MONDAY & TUESDAY

9:00 AM - 12:00 PM | 1:00 PM - 4:00 PM

----- **THURSDAY** -----

9:00 AM - 12:00 PM | 1:00 PM - 8:00 PM

CLOSED Wednesday & Friday

Feeling Thrifty?

In a continuing effort to reduce the amount of unwanted clothes that get tossed into the landfill, we invite you to visit (and donate to) the Sunapee Thrift Store!



The Thrift Shop was founded by the Sunapee Seniors to offer scholarships to the School District and serve our community with donations. The shop is located in the lower level of the Sunapee Historical Society Archives building.

Donation of clean clothing with no stains or tears can be dropped off at the Sunapee Transfer station.

 **74 Main St, Sunapee, NH 03782**

HOURS:



SUNAPEE - SPRINGFIELD

RECYCLES!

**A GUIDE TO RECYCLING AT THE
SUNAPEE TRANSFER STATION**

 **89 AVERY RD, SUNAPEE, NH**

HOURS OF OPERATION

*** Hours subject to change ***

Monday

Thursday

Friday

Saturday

8:00 AM - 4:15 PM

Sunday

8:00 AM - 11:45 AM

CLOSED Tuesday & Wednesday

CONTACT US: (603) 763-4614

SUNAPEE TRANSFER STATION



RECYCLABLE ITEMS & DISPOSABLE ITEMS

RECYCLABLES		CONSTRUCTION & DEMOLITION DEBRIS		BULKY ITEMS		WHITE GOODS & OTHER ITEMS	
ITEMS SHOULD BE CLEAN; NO COST FOR DISPOSAL		COST FOR DISPOSAL IS AS LISTED		COST FOR DISPOSAL IS AS LISTED		COST FOR DISPOSAL IS AS LISTED	
Glass Bottles & Jars	Rinse & Remove All Caps	NOTE: No construction & demolition debris containing lead or asbestos will be accepted at the Transfer Station. See attendant prior to disposal of C&D material for inspection.		Single or Twin Mattress or Box Spring	\$20	Fridges & Freezers	\$15
HDPE & PET Plastic	Rinse & Remove All Caps			Double, Queen, or King Mattress or Box Spring	\$25	Air Conditioners & Dehumidifiers	\$15
Aluminum Cans	Empty & Rinse Cans	SHINGLES, TREATED/ PAINTED/ STAINED WOOD, PLASTER/ LATHE, SHEETROCK, PLYWOOD, T-111		Couch or Loveseat	\$20	Tires - Automobile & Light Truck	\$5
Tin Cans	Empty & Rinse Cans			Stuffed Chairs or Recliners	\$15	Tires - Heavy & Commercial Truck	\$10
Computer / Office Paper	Must be Clean & Dry	Full Car Trunk or SUV Storage Area	\$30	Television (up to 36")	\$20	Tires - Heavy Equipment	\$60
Non-glossy Corrugated Cardboard	Clean, Dry & Flattened	Full Mid-Size Truck Bed (6')	\$100	Television (over 36")	\$30	NO CHARGE FOR THE FOLLOWING ITEMS	
Magazines (Glossy Paper)	Must be Clean & Dry	Full Full-Size Truck Bed (8')	\$125	Computer Monitors & Laptops	\$20	Printers, Scanners, Fax Machines	
Mixed Paper (Junk Mail)	Must be Clean & Dry	Contractor Loads (/ Cu Yd.)	\$45	Computer Towers	\$20	Fluorescent Lightbulbs	
Newspapers	Must be Clean & Dry	CLEAN WOOD (i.e. KD 2"x4") or ROUGH-CUT LUMBER (non-treated, painted, stained), INSULATION, PVC, ELECTRICAL CONDUITS		Stereos & Misc. Handheld Devices	\$10	ANIMAL REFUSE: Must be in sealed container and disposed of in the MSW compactor.	
Scrap Metal	See attendant for disposal area			Full Car Trunk or SUV Storage Area	\$25	Microwaves	\$10
Brush	Max 5" Butt Diameter See attendant for disposal area	Full Mid-Size Truck Bed (6')	\$65	Toilets & Sinks	\$10	MEDICAL WASTE (SHARPS ONLY) Must be in a red, clearly labeled container that is designed for sharps containment & disposal.	NO CHARGE Notify attendant prior to disposal
Leaves	Clean w/o Brush or Gravel Debris	Full Full-Size Truck Bed (8')	\$80	Boats up to 16' in Length (\$10 per each additional foot)	\$60	HAZARDOUS WASTE Hazardous wastes including (but not limited to) paints, paint thinner, stains, antifreeze, gasoline, parts cleaner, lubricants, commercial cleaning products, and materials containing asbestos are NOT ACCEPTED at the Transfer Station. Please ask an attendant if you are unsure whether an item you are disposing is hazardous waste.	
Clothing	Must be clean; See attendant for disposal area	Contractor Loads (/ Cu Yd.)	\$40	Carpets up to 10'x10' (See attendant for larger carpets)	\$15		
Auto & Boat Batteries	See attendant for disposal area	TRANSFER STATION STICKERS					
Waste Oil	Must be free of any other fluids; See attendant for disposal area	You must have a valid Transfer Station sticker to dispose of household trash or any of the items above. Per the Sunapee Transfer/Recycling Ordinance, fines may be issued for unauthorized disposal. Stickers and guest passes may be requested on the Town's website and picked up at Town Hall. See back for more information.					
All fees are subject to a 10% annual increase at the discretion of the Sunapee Selectboard		TRANSFER STATION TICKETS					
		We will be discontinuing the paper tickets previously used to dispose of the items above. The Transfer Station will accept credit cards and checks for all items with a disposal fee.					
		The Town of Sunapee has an annual Hazardous Waste Collection Day for the disposal of these items. That date will be posted at the TS.					



TOWN OF SUNAPEE
23 Edgemont Road
Sunapee, New Hampshire 03782-0717
Phone: (603) 763-2212

TRANSFER STATION & RECYCLING FACILITIES ORDINANCE

PURPOSE: The Purpose of this Ordinance is to:

- a. Provide for the disposal of waste and recyclable materials by residents of Sunapee and Springfield in a safe, environmentally sound, and economic manner.
- b. Provide facilities for the transfer of waste items to proper disposal.
- c. Provide facilities to accept recyclable materials for processing and sale to offset the cost of solid waste disposal.

SECTION 1: DEFINITIONS

I. Permits and Passes:

- a. **Sunapee Resident Transfer Station/Beach Permit:** Sticker that permits entry to (a) all Transfer Station facilities, (b) Dewey Beach parking, and (c) Georges Mills Beach parking. Stickers are valid for three years.
- b. **Sunapee Tenant Transfer Station/Beach Permit:** Tenants that can provide a lease showing a minimum rental of 1-year may request a sticker with all privileges listed above, as well as (1) annual guest pass. Stickers are valid for one year.
- c. **Sunapee Resident and Tenant Transfer Station Guest Pass:** Each property (unique parcel ID) may be granted one annual (1) guest pass. Property owners may give the pass to guests at their discretion, granting them access to Transfer Station facilities and beach parking.
- d. **Contractor Pass:** Property owners may request a contractor pass that is valid **only** at Transfer Station facilities for up to three (3) days. Property owners must provide the name of the contractor(s) or company at the time of the request.
- e. **Springfield Transfer Station Permits:** Individuals with a valid sticker issued by the Town of Springfield are permitted to use Sunapee Transfer Station facilities. Stickers must be picked up at Springfield Town Hall and are not valid at Sunapee beaches.

II. Waste Materials:

- a. **Glass** shall mean all empty glass containers and other reasonably clean glass products.
- b. **Ceramics** shall mean all dishes, bathroom fixtures and other items made from kiln-fired clay.
- c. **Scrap Metal** shall mean recyclable steel, aluminum, copper, brass, zinc, and lead.
- d. **Household Trash** shall mean garbage, and all other waste material not being recycled, small enough to be disposed of in the compactor.

- e. **Prohibited Waste** shall mean all waste materials hazardous, or otherwise, that may not be disposed of at the transfer/recycling station.
- f. **Brush** shall mean tree cuttings, slash, and waste tree wood not larger than 5” in diameter.
- g. **Combustible Building Waste** shall mean clean wood.
- h. **Organic Waste** shall mean leaves, pine needles, garden debris, shrubbery clippings, and other decomposable waste.
- i. **Recyclable Waste** shall mean any waste material that can be separated and returned to the marketplace, and for which designated areas are provided, including, but not limited to glass, scrap metal, newspapers, waste oil, clothing, and plastic containers
- j. **Construction and Demolition** debris shall mean shingles, tar paper, cardboard, upholstered furniture, mattresses, sheet rock, rubber, insulation, plastics, or any other non-wood waste materials.
- k. **Electronic Waste** shall mean computer towers, monitors, televisions, and microwaves.

III. **Illegal Disposal Shall Mean:**

- a. Disposal of waste in other than its designated area within the station.
- b. Disposal of waste outside the gates or its surrounding area when the station is closed.
- c. Disposal of any waste generated outside of Sunapee or of other Town border that Sunapee provides waste disposal service.
- d. Disposal of prohibited waste.

All other terms shall be defined as defined in RSA 149 and rules adopted thereunder.

SECTION 2: OPERATING HOURS

I. **Standard Operating Hours (Subject to Change)**

Monday, Thursday, Friday, Saturday: **8:00 a.m. - 4:15p.m.**

Tuesday & Wednesday: **Closed**

Sunday: **8:00 a.m. - 11:45a.m.**

II. **Cold Weather Operations Policy**

- a. The Town of Sunapee will implement a cold weather policy for the transfer station when the heat index is approximately -10 degrees Fahrenheit or below.
- b. **Guidelines:** When the heat index is approximately -10 degrees Fahrenheit or below, the Transfer Station will be closed. Closure of the Transfer Station will be determined by coordination between the Transfer Station Foreman, the Highway Director, and the Town Manager on each operating day in which the temperature determined to jeopardize the health and safety of our employees. A decision will be made by 6:00 a.m. to keep the site closed for that day. Both the staff and the public will be notified of the closure.
- c. On days that the Transfer Station is closed due to inclement weather, Transfer Station employees will take the online training necessary to maintain their certifications.

SECTION 3: AUTHORIZED USERS

- I. Sunapee **Residents**
- II. Sunapee **Non-Resident property owners**
- III. **Non-Resident rubbish collectors**, collecting authorized Sunapee-Springfield property owners' household trash
- IV. **Non-Resident contractors** disposing of brush, building, janitorial, or demolition waste on behalf authorized Sunapee-Springfield property owners
- V. **Business Residents**: A business-owning or leasing property in Sunapee. Business Residents are entitled to one (1) Transfer Station/Beach Parking sticker per business
- VI. **Owner of Boat Slips or Vacant Land**: Property owners of vacant land (e.g., no residential structures on the property). Vacant land shall not include a parcel that overlaps town boundaries
- VII. **Springfield Residents**

SECTION 4: ADMITTANCE, ENFORCEMENT & POLICIES

- I. All authorized users, as defined in Section 3, will be allowed access to Transfer Station facilities only during posted hours and must display a valid sticker or guest pass.
- II. The Buildings and Grounds Maintenance Director, Transfer Station employees, and/or the Sunapee Police Department is hereby authorized to enforce the provisions of this ordinance, including authority to prohibit access to the transfer station, to inspect all waste materials in the transfer station and to report all violations to the Selectboard and/or Sunapee Police Department.
- III. The Selectboard and/or Sunapee Police Department may assess the following penalties for each violation of this Ordinance.
 - a. **First Offense**: Fifty dollars (\$50) for each violation
 - b. **Second Offense**: Seventy-five dollars (\$75) for each violation
 - c. **Third Offense**: One hundred and fifty dollars (\$150) for each violation
 - d. **Fourth and Subsequent Offenses**: Two Hundred and fifty dollars (\$250) for each violation
- IV. All funds collected under this section will be placed in the General Fund
- V. In addition to the penalties authorized in Section 9 Paragraph A., persons depositing hot ashes in any container or in any way to cause a fire shall be liable for all damage and costs to the town.

SECTION 5: RECYCLING

- I. This ordinance requires that all waste material deemed recyclable be separated and placed in containers or areas designated by Transfer Station staff.

SECTION 6: BURNING

- I. The only materials that may be burned are brush and clean combustible building waste. All burning will be in accordance with N.H. Air Resources Commission, under the direction of the District Fire Warden.

SECTION 7: LEGAL DISPOSAL

- I. Authorized users may dispose of waste materials other than items prohibited, providing they place materials in containers or areas designated by signs or by direction of Transfer Station staff.
 - II. All waste material deposited at the transfer/recycling station becomes the property of the Town of Sunapee. All revenues from the sale of any reclaimed waste are Town of Sunapee revenues and become part of the General Fund (excludes Swap Shop and Thrift Shop).
-

SECTION 8: PROHIBITED WASTE

- I. Disposal of hazardous materials, (as defined by State and Federal regulations), brush or trees larger than 5" in diameter, boulders, stumps, sewerage, dead animals, explosive material, ashes, and junk cars is prohibited. Household trash, mixed with materials this ordinance requires to be recycled shall be refused.
-

SECTION 9: FEES

- I. The Board of Selectmen shall set fees for disposal, Violations, and Transfer Station/Beach Passes. Solid Waste Disposal fees. Fees are subject to a 10% annual increase.
-

SECTION 11: SWAP SHOP

- I. The Swap Shop has been established to provide an exchange point for clean, useable items and books. Donors to the Swap Shop will check with a Transfer Station/Recycling Center Attendant before leaving anything. The Board of Selectmen may authorize volunteers to staff the Swap Shop. Those volunteers are authorized to accept or reject any item that is offered for the Swap Shop.

SECTION 12: AMENDMENTS TO THE ORDINANCE

- I. Any previous ordinance shall be considered void upon the passage of this Ordinance.

Adopted March 18, 1985, effective date March 18, 1985

Amended March 18, 1989, effective date June 1, 1989

Amended March 17, 1990, effective date June 1, 1990

Amended June 30, 2008, effective date June 30, 2008

Amended August 25, 2014, effective date August 25, 2014

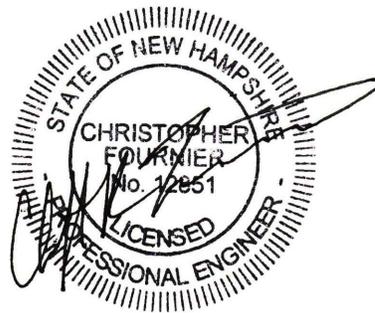
Amended August 7th, 2023, effective date August 7th, 2023

BRIDGE ASSESSMENT LETTER REPORT

**MAIN STREET BRIDGE #121/166
OVER OTTER POND OUTLET
SUNAPEE, NEW HAMPSHIRE**

Prepared for:
Town of Sunapee

June 13, 2023



Prepared by:
HEB Engineers, Inc.

Project #2023-046

June 13, 2023

Scott Hazelton, Planning, Zoning & Compliance Administrator
 Town of Sunapee
 23 Edgemont Road
 Sunapee, NH 03782

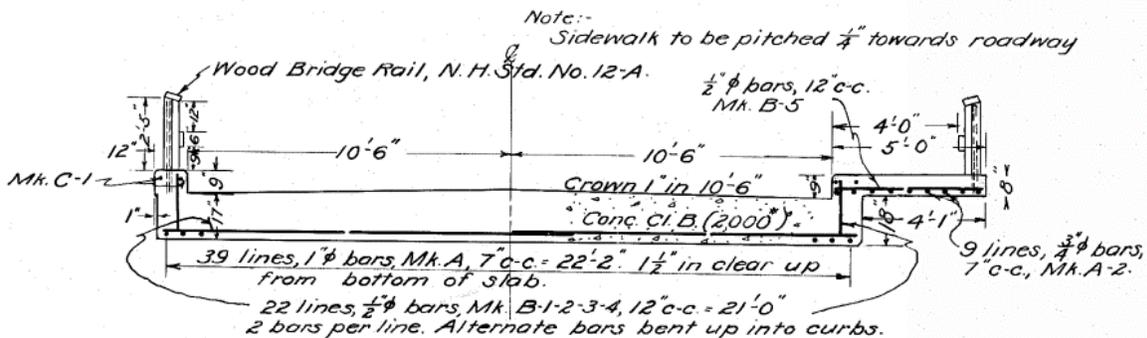
**Re: Main Street Bridge #121/166 over Otter Pond Outlet, Sunapee, NH
 Bridge Assessment Letter Report
 HEB Project #2023-046**

Dear Scott,

You requested HEB Engineers, Inc. (HEB) to perform an assessment of the approaches and drainage associated with the above-mentioned bridge. I visited the site on May 10, 2023, to make observations of the bridge. This letter report has been prepared to summarize my site visit and information review as well as to make recommendations on how to proceed with this bridge. This work was performed in accordance with our Letter Agreement dated June 8, 2023.

Information Review:

Original plans, from the 1927 construction, were obtained from NHDOT and provided to you via email prior to the site visit. The plans depict a cast-in-place concrete box culvert type bridge that ties into existing stacked stone wingwalls at each of the bridge's four corners. The bridge has no slope along its centerline and has a 21-degree skew. The 17-foot clear span results in nearly a 22-foot total bridge length at the roadway centerline. The superstructure is 18 inches thick at the centerline, with a one-inch crown across the 10-foot, 6-inch lane widths (21-foot width curb to curb). A five-foot sidewalk exists along the upstream edge with four feet of clear travel width and a one-foot-wide coping is present along the downstream edge. The sidewalk itself is structural, whereas the coping is a non-structural topping. A nine-inch reveal originally existed from the bare concrete wearing surface to the top of coping and sidewalk. Paving of the bridge surface was not included in the original design.



TRANSVERSE SECTION THRU FLOOR SLAB.

The latest NHDOT Bridge Inspection Report is dated February 17, 2023, with the inspection performed on September 26, 2022. The report indicated the deck/superstructure ratings has been holding at a condition of 6 – satisfactory since 2002. The bridge retains an E-2 load posting as recommended by NHDOT.

Field Observations:

As requested, field observations were primarily focused on aspects related to the drainage of the roadway and bridge. The bridge is located at a low point on Main Street (see Photo 1 in Appendix A) between the intersections with Springfield Road and Prospect Hill Road (see Photos 2 and 3). Two catch basins exist within this length of road, both along the northerly curblin (sidewalk) at the western approach. Each directly outlets through the stone wingwall to the embankment upstream of the bridge (see Photos 4 and 5). The upper catch basin is located approximately 57 feet west of the bridge edge and the sidewalk has three inches of curb reveal at this location. The lower catch basin is located only 11 feet west of the bridge edge and the sidewalk has seven inches of curb reveal.

You reported seeing deposits of granular material in front of the northwest wingwall (see Photo 6), seemingly materials being washed out of the roadway. The upstream wingwall does have large voids (see Photo 7), but no deposits were observed during my visit.

Main Street was paved relatively recently except for on the bridge. The pavement in this short segment is in poor condition and varies in thickness (see Photo 8). A large pothole was reportedly patched last year (see Photo 9), but a new pothole has recently developed (see Photo 10) and was measured to be approximately 5 inches deep. The concrete of the bridge was not observed.

In general, the underside of the deck/superstructure is in fair condition, while the sidewalk and interface with the deck/superstructure is in poor condition with spalling and widespread efflorescence, indicating severe water penetration and degradation (see Photo 11). The downstream edge of the deck/superstructure at the curb also has efflorescence, but significant spalls have not yet developed (see Photo 12).

Conclusions and Recommendations:

While rehabilitation (superstructure replacement) or complete bridge replacement could also be considered, it is the Town's desire to preserve the existing bridge. Prior to my visit, you proposed pavement removal and complete removal of the gravels of the immediate bridge approaches. You proposed to lay geotextile and replace the approaches with select gravels and finish with three inches of pavement. You hoped concrete repairs could be avoided.

Pavement preservation is the primary course of action to prevent water infiltration and extend a bridge's lifespan. Your intended scope appears to be an appropriate first step but is likely to be a short term repair.

Unfortunately, based on the condition of the pavement on the bridge, we anticipate that concrete work will likely be necessary. Based on the condition of the concrete observed beneath the main portion of the bridge, it is hopeful to be limited to partial depth repairs. However, because the sidewalk is structural and is in poor condition, portions will likely require extensive full depth repairs or replacement. Full depth repairs would also be expected at the downstream coping.

From this point, the recommended path forward will depend on the Town's available budget and tolerance for changes during construction. You mentioned the hope to remove the pavement and have HEB conduct a direct assessment of the deck/superstructure, while a contractor worked on the approaches. If needed, minimal repairs to the concrete could be performed at that time prior to repaving. As noted above, recommended repair areas in the main portion of the deck/superstructure are likely to be significant. Additionally, recommended full depth repairs of the sidewalk could turn into complete sidewalk replacement based on the condition of the concrete observed during demolition. If the Town's budget does not allow for these items, the bridge may have to be resurfaced without all recommended bridge repairs completed.

Alternatively, HEB can proceed with the design of a full preservation which can be formally bid and budgeted, including contingencies for unforeseen/worst case conditions. This would aim to provide a complete preservation with less uncertainties through the construction process.

In either case, we would recommend that barrier membrane be applied to the repaired concrete deck and only minimal pavement be placed on the bridge. This may allow for fine grading to further assist in keeping water off the bridge in the first place.

Disclaimer:

The opinions and recommendations contained in this report are based on information that you provided, a “walk-through” field investigation performed as part of this work, and on information provided by other parties. No calculations were performed to determine if certain structural members are in compliance with adopted building codes and no physical testing was performed. This report does not address any other part of the structure other than those mentioned, nor does it provide any warranty, either express or implied.

Please do not hesitate to contact us if you have any questions or need any additional information.

Sincerely,
HEB Engineers, Inc.



Christopher R. Fournier, PE, SE
Vice President / Director of Structural Engineering

Enclosures: Appendix A – Photo Pages
Appendix B – Plans
Appendix C – Bridge Inspection Report

Copy: File

APPENDIX A

Photo Pages

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 1 of 6



Photo 1: The bridge at a low point on Main Street.



Photo 2: The bridge from the west and the intersection between Main Street and Springfield Road.

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 2 of 6



Photo 3: The bridge from the east looking toward the intersection between Main Street and Prospect Hill Road.

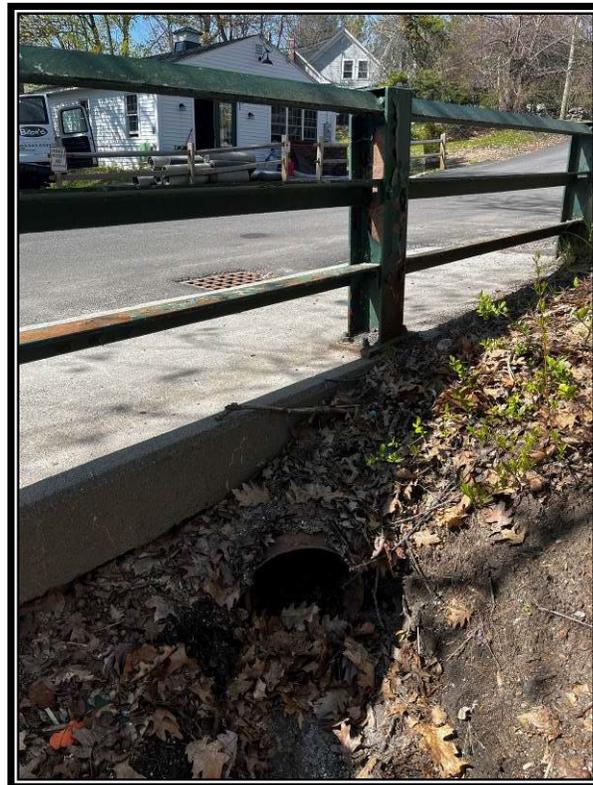


Photo 4: The upper catch basin outlet.

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 3 of 6



Photo 5: The lower catch basin outlet.



Photo 6: The northeast wingwall.

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 4 of 6



Photo 7: Large voids in the upstream wingwall.



Photo 8: The pavement on the bridge in poor condition.

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 5 of 6



Photo 9: Large pothole reportedly patched last year.



Photo 10: New pothole measured approximately 5 inches deep.

Town of Sunapee
Main Street Bridge #121/166 over Otter Pond Outlet
Bridge Assessment Letter Report
Photo Page 6 of 6



Photo 11: The upstream underside of the deck/superstructure.



Photo 12: The downstream edge of the deck/superstructure.

APPENDIX B

Plans

State of New Hampshire Highway Department

Proposed State Aid Bridge 1927

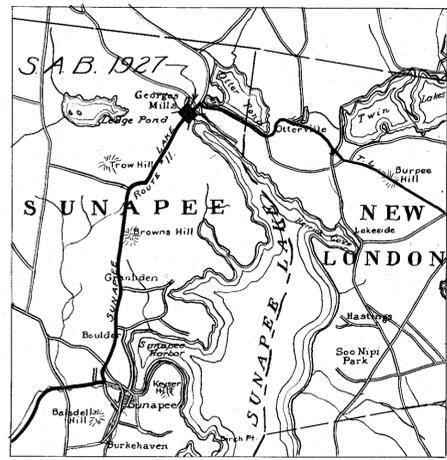
Town of Sunapee

at

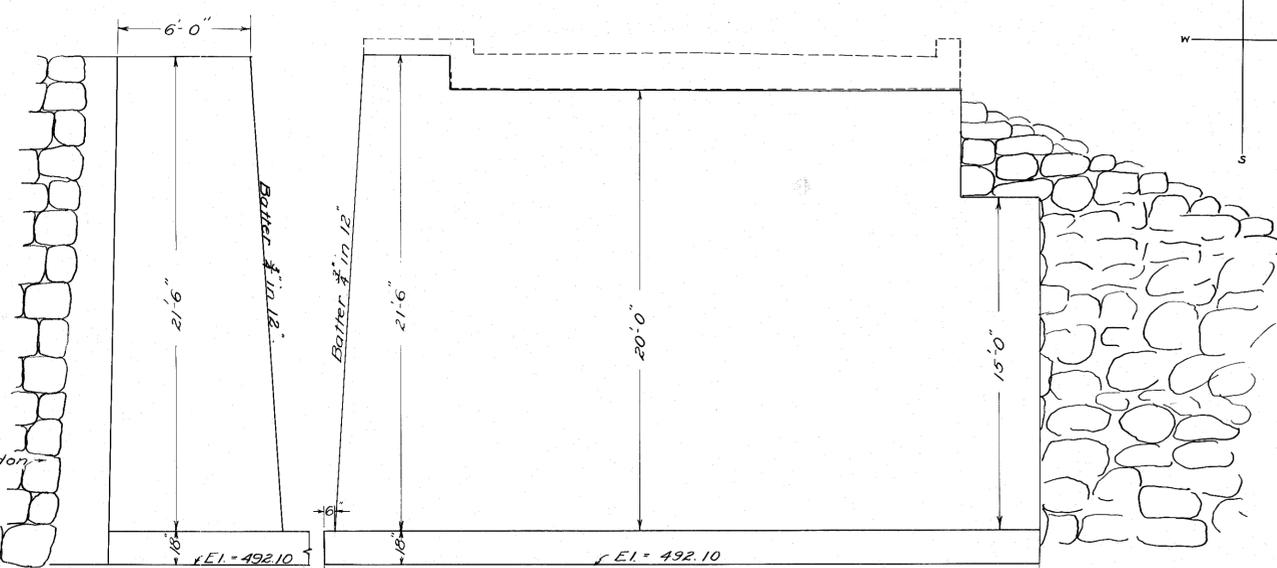
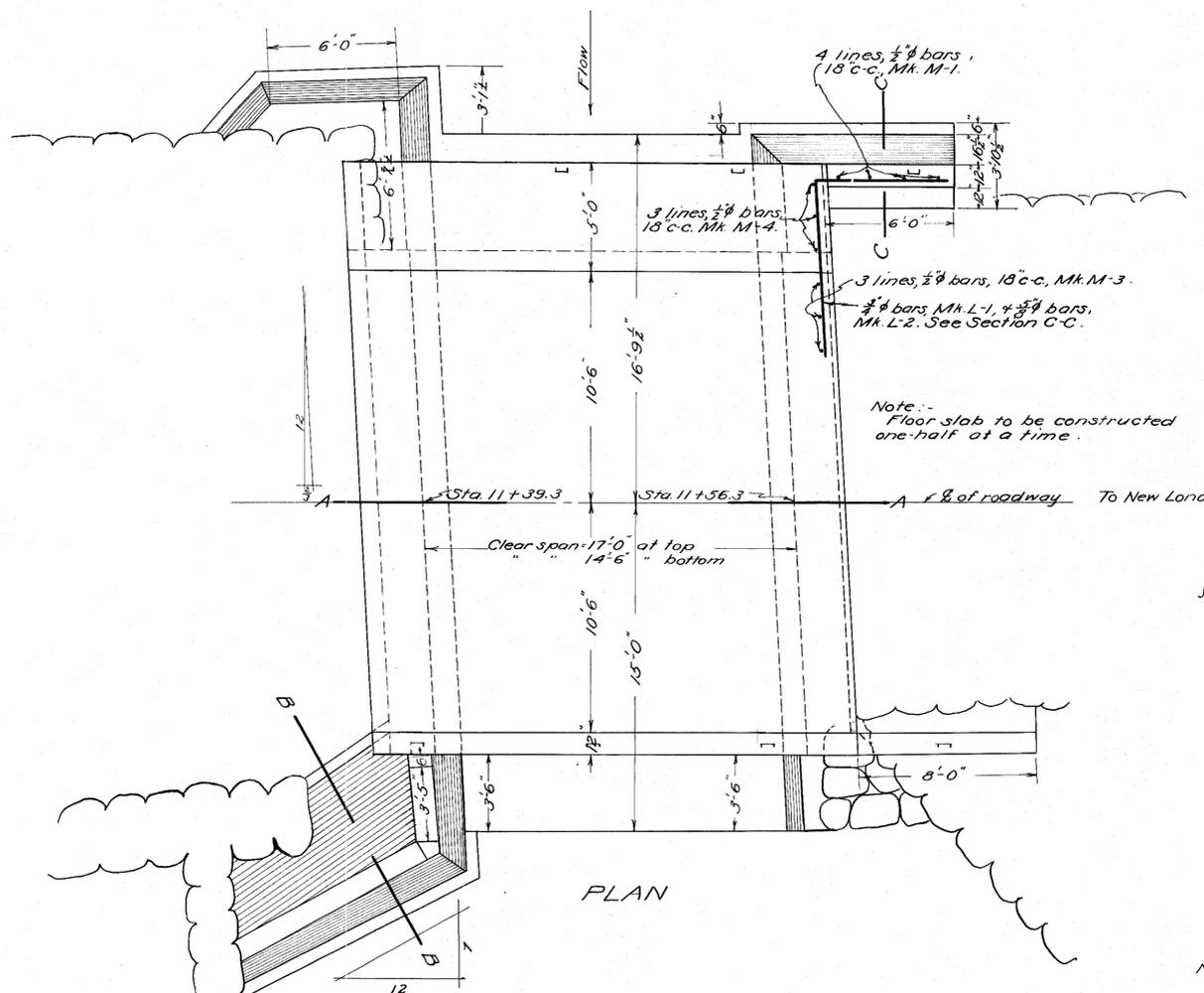
Georges Mills

on

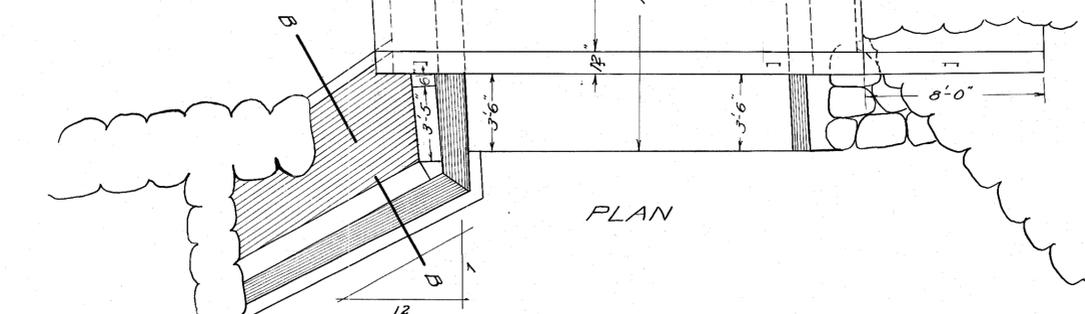
Sunapee Lake Road



LOCATION MAP

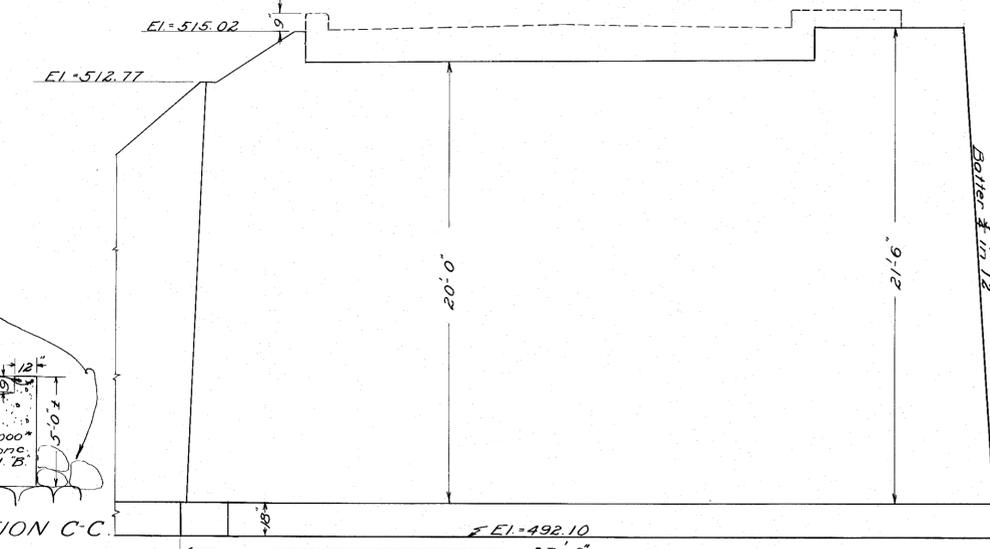


ELEVATION OF UPSTREAM WING STA. 11+39.3 ELEVATION OF ABUTMENT STATION 11+56.3



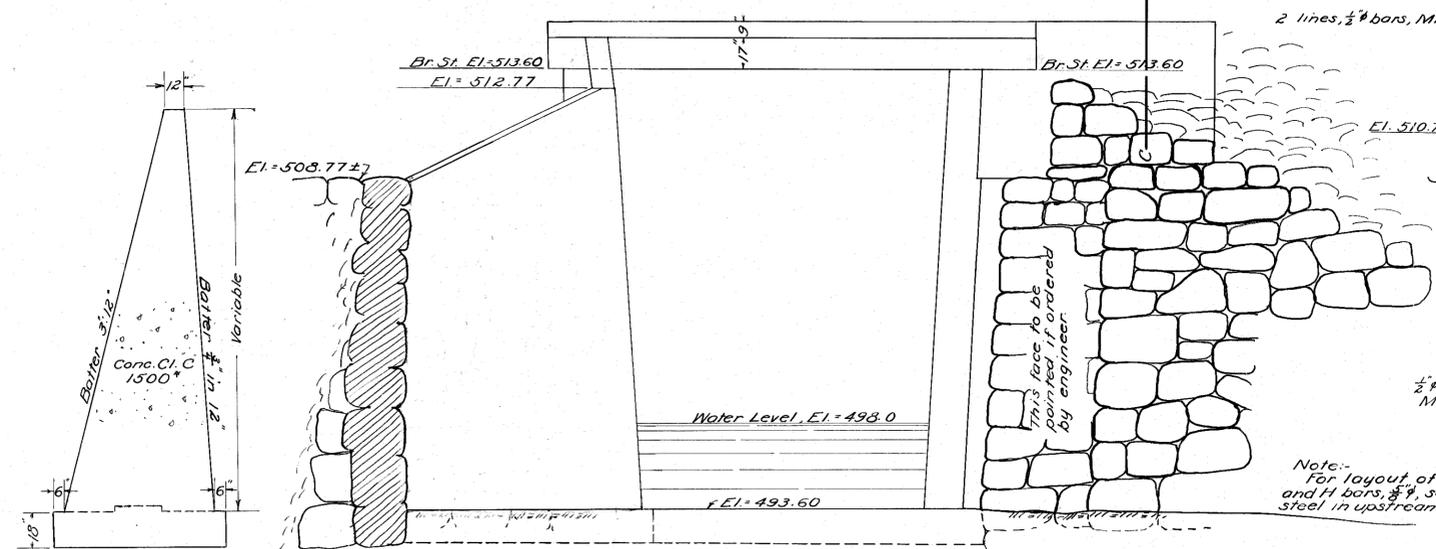
PLAN

Note: Stone to be leveled off and grouted at El. 510.75± to form foundation for wing.



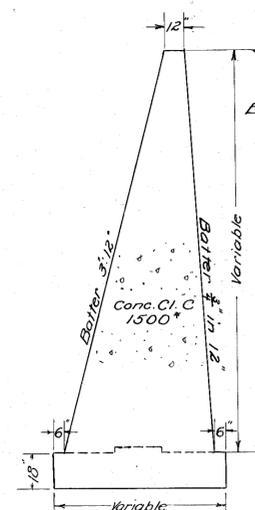
ELEVATION OF ABUTMENT, STATION 11+39.3

GENERAL NOTES:
 No concrete to be placed until steel has been checked by engineer.
 Before facing up, old stone to be thoroughly washed out, and then pointed up 24 inches at a time. After pointing has set sufficiently, a 1:2 mortar is to be poured in back of it, into old stone as far as possible.
 All exposed corners to be chamfered 1 inch.
 All concrete to be 2000 concrete (Class B).

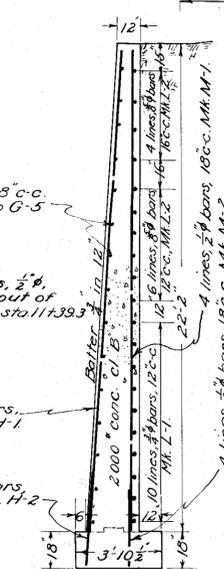


DOWNSTREAM ELEVATION

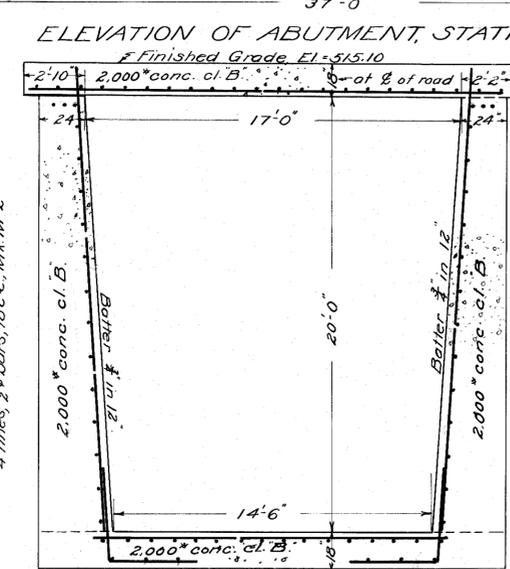
Note: For layout of G bars, 1/2" and H bars, 3/8", see layout of steel in upstream wing, sta. 11+39.3



SECTION B-B



SECTION C-C



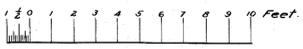
SECTION A-A

ESTIMATE OF MATERIALS:	
Structure Excavation	365 cu. yds.
Concrete Class B	199 cu. yds.
Reinforcing Steel	14,672 lbs.
Wood Bridge Rail	80 lin. ft.
Channels for Rail	8
Concrete Class C	26 cu. yds.

STATE OF NEW HAMPSHIRE
 HIGHWAY DEPARTMENT.
 PROPOSED STATE AID BRIDGE 1927.
 TOWN OF SUNAPEE
 AT
 GEORGES MILLS
 ON
 SUNAPEE LAKE ROAD.

Note: This sheet revised 9-14-27. Destroy all previous prints.

Note: Scale of all drawings on this sheet is 1/4" = 1'-0"



DESIGNED BY H.E.L. DATE 7-18-27
 DRAWN BY H.E.L. DATE 7-19-27
 TRACED BY R.R.K. DATE 7-29-27
 CHECKED BY R.R.K. DATE 7-29-27
 APPROVED BY [Signature] DATE 7-29-27

REVISED BY R.R.K. DATE 9-14-27

APPENDIX C

Bridge Inspection Report

Date of Inspection: 09/26/2022

Bridge Inspection Report

NBI Structure Number: 024701210016600

Sunapee 121/166

Date of Inspection: 09/26/2022

OLD NH 11

Date Report Sent: 02/17/2023

over

Owner: Municipality

OTTER POND OUTLET

Bridge Inspection Group: B-Team

Bridge Maintenance Crew: OTHER

Recommended Postings:

Weight: **E-2**

Weight Sign OK

DISCOLORED AND HARD TO READ AT WEST. EAST SIGN PARTIALLY OBSCURED BY VEGETATION.

Width: **Not Required**

Width Sign OK

Primary Height Sign Recommendation: *None*

Clearances: Over: 99.99
(Feet) Under: 0.00
Route: 99.99

Height Sign OK

Optional Centerline Height Sign Rec: *None*

Condition:

Red List Status: Not on the Redlist

Deck: 6 Satisfactory

Superstructure: 6 Satisfactory

Substructure: 6 Satisfactory

Culvert: N N/A (NBI)

Sufficiency Rating: 65 %

Bridge Rail: Substandard

Rail Transition: Substandard

Bridge Approach Rail: Substandard

Approach Rail Ends: Substandard

Structure Type and Materials:

Number of Main Spans: 1

Number of Approach Spans: 0

Main Span Material and Design Type

Concrete/Slab

NH Bridge Type: CS (Concrete Slab)

Deck Type: Concrete-Cast-in-Place

Wearing Surface: Bituminous

Membrane: None

Deck Protection: None

Curb Reveal: 4 in

Plan Location: H-33

Total Bridge Length: 22.0 ft

Right Curb/Sidewalk Width: 0.6 ft

Total Bridge Width: 28.6 ft

Median: No median

Bridge Skew: 21.00°

Year Built/Rebuilt: 1927

Bridge Dimensions:

Length Maximum Span: 17.0 ft

Left Curb/Sidewalk Width: 4.0 ft

Width Curb to Curb: 21.9 ft

Approach Roadway Width: 21.0 ft
(W/Shoulders)

Bridge Inspection Report

NBI Structure Number: 024701210016600

Sunapee 121/166

Bridge Service:

Type of Service on Bridge: Highway and Pedestrian

Type of Service Under: Waterway

Lanes on Bridge: 2

Lanes Under: 0

AADT: 472

Percent Trucks: 10 %

Year of AADT: 2021

Future AADT: 698

Year of Future AADT: 2041

Federal or State Definition Bridge: NH-Definition Bridge

National Highway System: Bridge does not carry NHS

Roadway Functional Class: Rural, Local

New Hampshire Bridge Tier: 5

Eligibility for the National Register of Historic Places: Possibly eligible for

Traffic Direction: 2-way traffic

National Bridge Inventory (NBI) Appraisal Ratings:

Deck Geometry: 4 Tolerable

Underclearances: N Not applicable (NBI)

Approach Alignment: 8 Equal Desirable Crit

Structural Evaluation: 5 Above Min Tolerable

Channel/Channel Protection: 6 Bank Slumping

Waterway Adequacy: 9 Above Desirable

Bridge Scour Critical Status: 8 Stable Above Footing

Riprap Condition: Fair Condition

Debris Present: No Debris Present

Channel Notes: MINOR SCOUR AT INLET INVERT. VOIDS UNDER OUTLET APRON, 2' PENETRATION
BACK TO STONE.

Bridge Inspection Report

NBI Structure Number: 024701210016600

Sunapee 121/166

Element Details

No.	Description	Material Notes and Condition Notes:
38	Reinforced Concrete Slab	ASPHALT- HEAVILY CRACKED, POTHOLED AND PATCHED. DELAMINATIONS AND SPALL WITH REBAR EXPOSED AT NORTH SIDEWALK. SOFFIT- LIGHT LEAKING, DELAMINATIONS AND SPALLS UNDER SIDEWALK.
L 510	Wearing Surfaces	ASPHALT- HEAVILY CRACKED, SETTLED, POTHOLED AND PATCHED.
L 1080	Delamination/Spall/Patched Area	DELAMINATIONS IN SIDEWALK. SPALL WITH REBAR EXPOSED AT NORTH CURB. SOFFIT- DELAMINATIONS AND SPALL WITH REBAR EXPOSED UNDER SIDEWALK.
L 1120	Efflorescence/Rust Staining	LIGHT TO MODERATE LEAKING AND EFFLORESCENCE AT SIDEWALK/DECK JOINT. LIGHT EFFLORESCENCE AT SOUTH DECK FASCIA.
L 1130	Cracking (RC and Other)	FINE TO LIGHT CRACKS AT CURB, SIDEWALK AND SOFFIT UNDER SIDEWALK. LIGHT CRACKS AT SOUTH DECK FASCIA.
215	Reinforced Concrete Abutment	DELAMINATION, MINOR SPALL AT SOUTHWEST BREAST WALL. VERTICAL AND TRANSVERSE CRACKS AND EFFLORESCENCE ON ALL FOUR WINGS.
L 1080	Delamination/Spall/Patched Area	DELAMINATION, MINOR SPALL AT SOUTHWEST BREAST WALL. MINOR SPALL AT NORTHWEST WING.
L 1120	Efflorescence/Rust Staining	LEAKING AND EFFLORESCENCE ON ALL FOUR WINGS.
L 1130	Cracking (RC and Other)	VERTICAL AND TRANSVERSE CRACKS ON ALL FOUR WINGS.
330	Metal Bridge Railing	LIGHT SCALE AND RUST.
L 1000	Corrosion	LIGHT SCALE AND RUST.
L 7000	Damage	SCRAPES AND MINOR DAMAGE IN AREAS.

Element States

No.	Description	Quantity	Units	State 1	State 2	State 3	State 4
38	Reinforced Concrete Slab	625	sq.ft	62%	36%	2%	0%
L 510	Wearing Surfaces	---	---	0%	75%	20%	5%
L 1080	Delamination/Spall/Patched Area	100	sq.ft	0%	100%	0%	0%
L 1120	Efflorescence/Rust Staining	60	sq.ft	0%	83%	17%	0%
L 1130	Cracking (RC and Other)	75	sq.ft	13%	80%	7%	0%
215	Reinforced Concrete Abutment	95	ft	68%	32%	0%	0%
L 1080	Delamination/Spall/Patched Area	10	ft	0%	100%	0%	0%
L 1120	Efflorescence/Rust Staining	10	ft	0%	100%	0%	0%
L 1130	Cracking (RC and Other)	20	ft	50%	50%	0%	0%
330	Metal Bridge Railing	46	ft	44%	52%	4%	0%
L 1000	Corrosion	20	ft	0%	90%	10%	0%
L 7000	Damage	6	ft	0%	100%	0%	0%

Bridge Notes:

Bridge Inspection Report

NBI Structure Number: 024701210016600

Sunapee 121/166

Inspection Notes: 09/26/2022

MHC - inspection comments -
BRIDGE RAIL: LIGHT RUST, MINOR DAMAGE.
DECK: ASPHALT- HEAVILY CRACKED, POTHOLED AND PATCHED. SPALL AT NORTHEAST CURB. DELAMINATION IN SIDEWALK. SOFFIT- LIGHT LEAKING, DELAMINATION AND SPALL UNDER SIDEWALK.
SUBSTRUCTURE: DELAMINATION AT SOUTHWEST BREAST WALL. WINGS CRACKED.

PICTURE: B663
33. WEST APPROACH
34. LEACHING, CRACKS, DELAMINATIONS AND SPALLS AT SIDEWALK SOFFIT.
35. CRACKING AND LEACHING AT SOUTH DECK FASCIA.

Previous Inspection Notes: 09/17/2020

MHC - inspection comments -
BRIDGE RAIL: LIGHT RUST, MINOR DAMAGE.
DECK: ASPHALT- HEAVILY CRACKED, POTHOLED AND PATCHED. SPALL AT NORTHEAST CURB. DELAMINATION IN SIDEWALK. SOFFIT- LIGHT LEAKING, DELAMINATION AND MINOR SPALL UNDER SIDEWALK.
SUBSTRUCTURE: DELAMINATION AT SOUTHWEST BREAST WALL. WINGS CRACKED.

PICTURE: B634
26. ASPHALT CRACKED, SETTLED AND POTHOLED. DELAMINATION IN SIDEWALK.
27. VOID UNDER OUTLET APRON.

Approach and Roadway Notes:

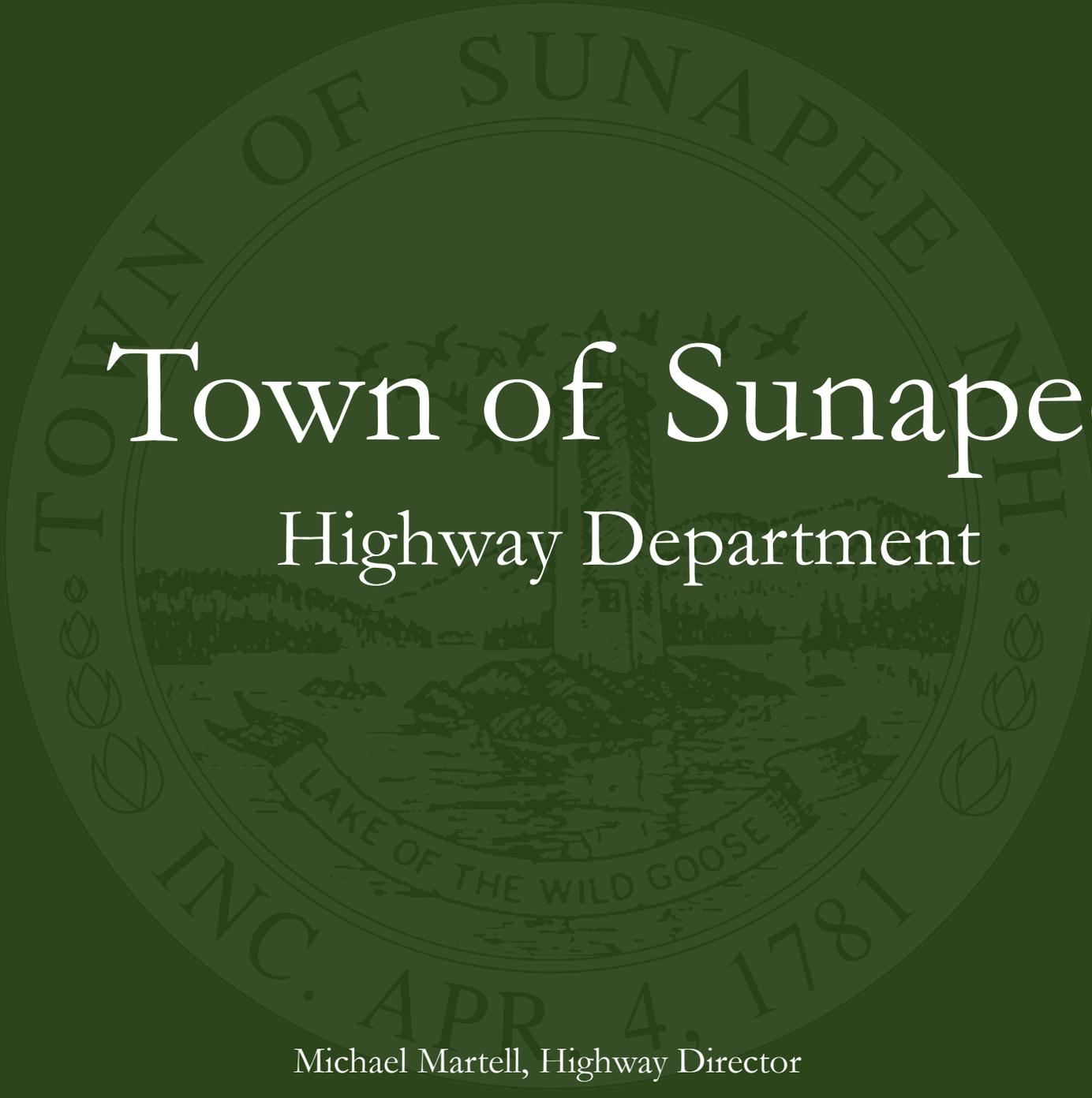
APPROACH ASPHALT- CRACKED, SETTLED, PATCHED.
MINOR DAMAGE TO W-RAIL, CABLES LOOSE AT NORTHEAST.

Unusual or experimental features:

Inspection History

Inspection Date	Inspector Initials	Inspection Type(s) Performed				Major Element Ratings				Red list	Posting
		NBI	Elem	FCM	U/W	Deck	Super	Sub	Culvert		
09/26/2022	MHC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
09/17/2020	MHC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
09/21/2018	MHC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
09/29/2016	MTC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
09/15/2014	MHC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
09/25/2012	MTC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
02/10/2012	MTC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
03/16/2010	JEL	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
02/15/2008	FNM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
02/03/2005	FNM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	6	N	<input type="checkbox"/>	E-2
07/30/2002	JEL	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	6	7	N	<input type="checkbox"/>	E-2
05/12/2000	JEL	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	7	7	N	<input type="checkbox"/>	E-2
08/31/1998	RLM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	7	7	N	<input type="checkbox"/>	E-2
07/01/1996		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	7	7	N	<input type="checkbox"/>	E-2
08/01/1994		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	7	7	N	<input type="checkbox"/>	E-2
04/01/1992		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	7	7	N	<input type="checkbox"/>	E-2

Inspection Frequency (mo.)			
NBI	Elem	FCM	U/W
24	24	N/A	N/A

The background of the slide features a large, faint, circular seal of the Town of Sunapee. The seal contains a landscape with a lake, trees, and a building, with the text "TOWN OF SUNAPEE" at the top, "LAKE OF THE WILD GOOSE" at the bottom, and "INC. APR. 4, 1781" at the very bottom.

Town of Sunapee

Highway Department

August 7th, 2023

Michael Martell, Highway Director

Main Street Bridge – Georges Mills

- We are seeking the Board's thoughts and opinions on our approach for the Main Street Bridge.
- We will explore how our approach minimizes damage, enables restoration assessment, and ensures well-informed decisions.
- Additionally, we'll discuss current condition, assessment reports and any perceived challenges.



Located on Main St between the intersections of Prospect Hill Rd and Springfield Rd

Bridge Condition

Assessment and Deterioration

The sidewalk and interface with the deck/superstructure show signs of poor condition, with spalling and widespread efflorescence, suggesting severe water penetration and degradation.

Additionally, the downstream edge of the deck/superstructure at the curb displays efflorescence, although significant spalls have not yet developed.



August 7th, 2023

Mike Martell, Highway Director

Assessment Reports Summary

Hansen Bridge LLC

Assessment June 28th, 2023

Unable to provide opinion on concrete portion of structure unless the asphalt is removed off the top to allow them to “chain” the concrete.

The quote provided for resurfacing this bridge is \$72,000.

HEB Engineers

Assessment June 13th, 2023

Recommended repair areas in the main portion of the deck/superstructure are likely to be significant.

Recommended full depth repairs of the sidewalk could turn into complete sidewalk replacement based on the condition of the concrete observed during demolition.

Can proceed with the design of a full preservation which can be formally bid and budgeted, including contingencies for unforeseen/worst case conditions. This would aim to provide a complete preservation with less uncertainties through the construction process.

Conclusion

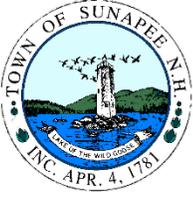
Commencing repairs could reveal unforeseen damages, leading to extensive repairs or full restoration. If repairs become overly extensive, a temporary resurfacing might be pursued to protect the bridge, but funds spent on resurfacing could be lost when addressing the remaining repairs at a later date and time.

Considering available alternate routes via Holmes Street and opposite end of Main Street, implementing temporary foot traffic only emerges as the favorable approach. It minimizes damage from vehicular traffic, allows the necessary groundwork to secure the funds and determine the extent of restoration required.

Favorable Option: Implementing Temporary Foot Traffic Only

- **Reduced Damage:** Minimizes vehicular traffic impact, preserving the bridge's condition during assessment.
- **Comprehensive Restoration Assessment:** Provides an opportunity to fully evaluate restoration requirements.
- **Securing Funds:** Enables the town to take the necessary steps to secure funding for the restoration project.
- **Informed Decision-Making:** A thoughtful approach that ensures well-informed decisions for the long-term benefit.





TOWN OF SUNAPEE
23 Edgemont Rd | Sunapee, NH 03782
Telephone: (603) 763-2212 Ext. 1023

SHORT-TERM RENTAL (STR) REGULATIONS

These regulations have been adopted by the Town of Sunapee Selectboard pursuant to RSA 41:9-a 41:11-c and are effective as of July 10th, 2023.

A Short-Term Rental (STR) is defined in the Town of Sunapee Zoning Ordinance 4.95. It shall not include bed & breakfasts, inns, or hotel/motels. A STR is a non-residential, commercial use of the property.

STR Regulations:

- The owner(s) of each STR unit regardless of zoning district must apply for and receive a Short-Term Rental permit issued by the Town of Sunapee. The STR permit application fee is \$350 (effective 7/10/23).
- All STR permits expire one year after issuance. The renewal fee is \$350 (effective 7/10/23).
- The owner(s) of each STR unit must pay the State of New Hampshire NH Meals and Rooms Tax.
- The owner(s) of each STR must designate a responsible person who is available 24 hours per day, 7 days per week, and available in-person within 2 hours - if needed - to respond to and resolve complaints.
- Renters must be provided with a handbook containing the STR address, emergency contacts for owner(s) and/or their designees, local hospitals, recommended best practices, beach regulations, and transfer station information.
- Owners are solely responsible for complying with STR requirements regarding the renters' information notice, and advertising requirements; complying with all Town Ordinances, state and federal laws, statutes, rules, or regulations pertaining to STRs; and ensuring that the STR is not a threat to the public health, safety, or welfare of the town.
- Short-Term Rentals in the Rural Residential and/or Rural Lands zoning districts from **December 1, 2020-December 1, 2022** are considered nonconforming Pre-existing Transient Occupancies and do **not** need to seek a Special Exception or Variance **if** they can provide evidence that the property was being used as a Short-Term Rental during that time and that the State of NH Meals and Rooms Taxes were being paid.
- Short-Term Rentals (those that began operating after December 1, 2022 OR those that cannot provide sufficient evidence of rental history and/or payment of Meals and Rooms Tax) in the Rural Residential and/or Rural Lands zoning districts must comply with Section 4.95 of the Zoning Ordinance and apply for a Special Exception or Variance, as applicable.

Denial, Revocation and Suspension

- A STR permit may be suspended for up to 150 days for the following reasons:
 - If STR owners or renters are found to have violated two or more Town Ordinances within a 12-month period.
 - Failure to file or pay applicable NH Meals and Rooms Tax for all STR rentals, including those booked outside of the Air BnB and VRBO platform. Taxes must be paid on **all** rentals, regardless of how they are booked by the owner and renter.
 - Failure to pay annual permit application fee. Permit will be suspended until fee is paid.
- A STR permit may be revoked up to 1 full year for the following reasons:
 - More than one permit suspension within the past year.
 - Misleading application materials.
 - Operation of STR during a suspension.
 - Any conditions that would have warranted a denial of permit at the time of application.

Administrative Appeal Process

An STR owner or their designated person(s) may appeal a denial, suspension, or revocation of the STR registration permit to the Town Manager and shall be entitled to a hearing before the Selectboard. Said appeal shall be made in writing, stating the grounds for appeal, within five working days of the denial, suspension, or revocation of the license. In the event of a hearing, the business may continue to operate during the hearing process.

Fines & Penalties

Failure to comply with all terms of the registration process, an issued registration, and all applicable Town Ordinances and State law and regulations will lead to the following sanctions as provided for in RSA 41:11-c and RSA 676:17. Violations may also be subject to prosecution and fines of up to \$1,000 under RSA 41:11-c.

First Offense: Fine of \$275.00 per day.

Second Offense: Fine of \$550.00 per day. Each day a violation continues shall be a separate offense.

Third Offense and/or subsequent offense: Fine of \$550.00/ day. Each day a violation continues shall be a separate offense. The Selectboard is authorized to revoke the permit for the rest of the year or six months, whichever is longer.

Fine Appeal Process

An STR owner or their designated person(s) may appeal a fine to the Town Manager and shall be entitled to a hearing before the Selectboard. Said appeal shall be made in writing, stating the grounds for appeal, within five working days of the date the fee was issued. In the event of a suspension or revocation hearing, the business may continue to operate during the hearing process.

SHORT-TERM RENTAL DEFINITIONS

Short-Term Rental (STR): Any single-family dwelling, two-family dwelling, or single-family dwelling with an additional room, that is being rented for any periods less than 30-days. It shall not include bed & breakfasts, inns, or hotel/motels. A STR is a non-residential, commercial use of the property.

Short-Term Rental (Owner in Residence) – A portion of a dwelling unit or second dwelling unit where transient accommodations are provided for any periods less than 30-days. The landowner must be in residence during the period of any rental.

Short-Term Rental (Owner Not in Residence) – A one or two-family dwelling where transient accommodations are provided for any periods less than 30-days. The landowner does not need to be in residence. Short-Term Rentals of this type shall not include Hotels/Motels, Bed & Breakfasts, or Inns as these are separately defined.

Occupancy Limit – The occupancy limit refers to the number of persons that are permitted per bedroom in an STR.

Dwelling Unit – One room, or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy, rental, or lease, and physically separated from any other rooms or dwelling units which may be in the same structure. For the purpose of this definition, an independent housekeeping establishment includes the following minimum attributes: space devoted to kitchen facilities for the storage, preparation, and consumption of food (including counters, cabinets, appliances, and a sink for washing dishes), space for one or more bedrooms for sleeping, and a bathroom with a tub and/or shower. (A bar equipped with a bar-sink and an under-the-counter refrigerator shall not constitute kitchen facilities.)

Dwelling, Single Family – A single residential building containing one dwelling unit designed for occupancy by not more than one family.

Dwelling, Two Family – A single residential building containing two dwelling units, designed for occupancy by not more than two families.

Short-Term Rental Registration Form (STRRF) – Shall mean the mandatory Sunapee Selectboard Registration Form for Short-Term Rental registration.

Owner – Shall mean the recorded titled owner of the dwelling for which a Short-Term Rental registration is sought or has been issued. The owner may be a person, or any form of business entity recognized by the State of New Hampshire that maintains a current registration with the NH Secretary of State's Office.

Designated Person – Shall mean a person, local contact, or business designated by the owner to manage the property. The owner's person shall be designated by the owner as a person who can be contacted by the Town and/or by Emergency Services should circumstances require immediate communication and troubleshooting.

Complete STRRF – Shall mean a STRRF that has satisfied all the submittal requirements set forth herein and that otherwise complies with criteria required for issuance of a Short-Term Rental registration.

Short-Term Rental Registration – Shall mean a registration permit that is issued by the Town of Sunapee thereby acknowledging that the owner or their designated person has registered their Short-Term Rental property in the Town of Sunapee.

Bed & Breakfast – Single-family dwelling in which between two (2) and six (6) rooms are used to provide transient sleeping accommodations, and the landowner is in residence during the operation of the bed & breakfast. Breakfast may be served to lodging guests only.

Inns – A single-family dwelling in which between two (2) and ten (10) rooms are used to provide transient sleeping accommodations. The landowner does not need to be in residence, but a duly designated operator must be on site during the operation of the inn. Inns may hold special functions such as weddings, meetings, or other gatherings. Meals may be served to lodging guests or guests at special functions.

Hotel & Motel – A commercial building or group of buildings providing sleeping accommodations for persons on a transient basis. A property will be considered a hotel/motel if it has three (3) or more units and does not meet the definition of a bed & breakfast or inn. Hotel/motel units may not be dwelling units per the definition in the Zoning Ordinance.

Expenditure Report Monthly BOS

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: - Expenditures

(Seg1-FUND - Seg2-PRIMARY)	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
01 - GENERAL FUND						
4130 - GENERAL GOVERNMENT: EXECUTIVE	335,472.88	180,050.87	180,050.87	0.00	155,422.01	53.67
4140 - TOWN CLERK TAX COLLECTOR	245,982.01	135,393.68	135,393.68	0.00	110,588.33	55.04
4141 - ELECTIONS	9,609.73	5,616.32	5,616.32	0.00	3,993.41	58.44
4150 - FINANCIAL ADMINSTRATION	534,784.66	299,437.71	299,437.71	0.00	235,346.95	55.99
4152 - REVALUATION OF PROPERTY	105,000.00	47,716.94	47,716.94	0.00	57,283.06	45.44
4153 - LEGAL EXPENSES	20,000.00	29,856.13	29,856.13	0.00	(9,856.13)	149.28
4155 - PERSONNEL ADMINISTRATION	1,000.00	4,981.74	4,981.74	0.00	(3,981.74)	498.17
4191 - PLANNING AND ZONING	379,758.13	167,126.13	167,126.13	0.00	212,632.00	44.01
4194 - GENERAL GOVERNMENT BUILDINGS	399,493.40	170,666.83	170,666.83	0.00	228,826.57	42.72
4195 - CEMETERIES	15,875.70	2,794.76	2,794.76	0.00	13,080.94	17.60
4196 - INSURANCE NOT OTHERWISE ALLOCATED	12,472.86	11,697.01	11,697.01	0.00	775.85	93.78
4197 - ADVERTISING AND REGIONAL ASSOCIATION	14,769.51	7,369.95	7,369.95	0.00	7,399.56	49.90
4199 - OTHER GENERAL GOVERNMENT	31,979.03	16,411.45	16,411.45	0.00	15,567.58	51.32
4210 - PUBLIC SAFETY: POLICE	1,059,500.94	506,990.01	506,990.01	0.00	552,510.93	47.85
4215 - AMBULANCE	66,300.00	0.00	0.00	0.00	66,300.00	0.00
4220 - FIRE	395,360.67	146,323.35	146,323.35	0.00	249,037.32	37.01
4229 - SAFETY SERVICES BUILDING	159,973.64	79,084.33	79,084.33	0.00	80,889.31	49.44
4290 - EMERGENCY MANAGEMENT	500.00	164.68	164.68	0.00	335.32	32.94
4312 - HIGHWAY AND STREETS	2,107,571.18	815,815.40	815,815.40	0.00	1,291,755.78	38.71
4316 - STREET LIGHTS	15,000.00	5,495.79	5,495.79	0.00	9,504.21	36.64
4324 - SOLID WASTE DISPOSAL	608,753.85	349,179.16	349,179.16	0.00	259,574.69	57.36
4411 - HEALTH: ADMINISTRATION	1,761.00	414.33	414.33	0.00	1,346.67	23.53
4414 - PEST CONTROL	500.00	0.00	0.00	0.00	500.00	0.00
4415 - HEALTH AGENCIES AND HOSPITALS	15,000.00	9,224.00	9,224.00	0.00	5,776.00	61.49
4442 - DIRECT ASSISTANCE	47,360.00	18,740.42	18,740.42	0.00	28,619.58	39.57
4520 - PARKS AND RECREATION	231,337.70	92,060.26	92,060.26	0.00	139,277.44	39.79
4550 - LIBRARY	535,987.31	283,782.65	283,782.65	0.00	252,204.66	52.95
4583 - PATRIOTIC PURPOSES	300.00	383.76	383.76	0.00	(83.76)	127.92
4589 - OTHER CULTURE AND RECREATION	6,500.00	5,000.00	5,000.00	0.00	1,500.00	76.92
4611 - CONSERVATION: ADMINISTRATION	5,300.00	1,608.29	1,608.29	0.00	3,691.71	30.35
4711 - DEBIT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES	94,105.00	94,104.10	94,104.10	0.00	0.90	100.00
4721 - INTEREST - LONG-TERM BONDS AND NOTES	40,953.00	31,609.45	31,609.45	0.00	9,343.55	77.18
4723 - INTEREST ON TAX AND REVENUE ANTICIPATION NOTES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
4900 - WARRANT ARTICLES	809,371.00	370,447.50	370,447.50	0.00	438,923.50	45.77
4931 - TAXES ASSESSED FOR COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
01 - GENERAL FUND	8,308,633.20	3,889,547.00	3,889,547.00	0.00	4,419,086.20	46.81
	8,308,633.20	3,889,547.00	3,889,547.00	0.00	4,419,086.20	46.81

Revenue Report Monthly BOS

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<u>01 - GENERAL FUND</u>							
<u>3110 - PROPERTY TAX REVENUE</u>							
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	10,437,472.00	10,437,472.00	(10,437,472.00)	0.00	0.00
01-3110-10-850	TAX COLL-REFUND/REBATE/ABATEME	0.00	(1,225.17)	(1,225.17)	1,225.17	0.00	0.00
3110 - PROPERTY TAX REVENUE		0.00	10,436,246.83	10,436,246.83	(10,436,246.83)	0.00	0.00
<u>3120 - LAND USE CHANGE TAX - GENERAL FUND</u>							
01-3120-01-901	LAND USE CHANGE	0.00	6,495.00	6,495.00	(6,495.00)	0.00	0.00
3120 - LAND USE CHANGE TAX - GENERAL FUND		0.00	6,495.00	6,495.00	(6,495.00)	0.00	0.00
<u>3190 - PENALTIES AND INTEREST</u>							
01-3190-01-902	INTEREST & COSTS	0.00	27,150.39	27,150.39	(27,150.39)	0.00	0.00
3190 - PENALTIES AND INTEREST		0.00	27,150.39	27,150.39	(27,150.39)	0.00	0.00
<u>3210 - BUSINESS LICENSES AND PERMITS</u>							
01-3210-01-910	UCC FILING	0.00	975.00	975.00	(975.00)	0.00	0.00
3210 - BUSINESS LICENSES AND PERMITS		0.00	975.00	975.00	(975.00)	0.00	0.00
<u>3220 - MOTOR VEHICLE PERMIT FEES</u>							
01-3220-01-906	AUTO REGISTRATIONS	0.00	635,276.00	635,276.00	(635,276.00)	0.00	0.00
01-3220-01-907	SNOWMOBILE AND ATV FEES	0.00	254.00	254.00	(254.00)	0.00	0.00
3220 - MOTOR VEHICLE PERMIT FEES		0.00	635,530.00	635,530.00	(635,530.00)	0.00	0.00
<u>3230 - BUILDING PERMITS</u>							
01-3230-01-909	SITE PLAN REVIEW FEES	0.00	740.04	740.04	(740.04)	0.00	0.00
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	0.00	1,265.00	1,265.00	(1,265.00)	0.00	0.00
3230 - BUILDING PERMITS		0.00	2,005.04	2,005.04	(2,005.04)	0.00	0.00
<u>3290 - OTHER LICENSSES, PERMITS AND FEES</u>							
01-3290-01-901	BOND HEARING FEES	0.00	150.00	150.00	(150.00)	0.00	0.00
01-3290-01-902	REDEMPTION COSTS	0.00	133.01	133.01	(133.01)	0.00	0.00
01-3290-01-907	BOAT REGISTRATIONS/FEES	0.00	12,086.22	12,086.22	(12,086.22)	0.00	0.00
01-3290-01-911	LOT MERGER FEES	0.00	75.00	75.00	(75.00)	0.00	0.00
01-3290-01-912	DOG LICENSES/FEES	0.00	4,159.50	4,159.50	(4,159.50)	0.00	0.00
01-3290-01-914	PERMIT TO EXCAVATE FEE	0.00	600.00	600.00	(600.00)	0.00	0.00
01-3290-01-915	VITALS-BIRTH & DEATH	0.00	1,558.00	1,558.00	(1,558.00)	0.00	0.00
01-3290-01-917	TOWN CLERK FEES	0.00	542.50	542.50	(542.50)	0.00	0.00
01-3290-01-918	MISC. TC/TC OVERAGES	0.00	19.68	19.68	(19.68)	0.00	0.00
01-3290-01-919	WETLANDS APPLICATIONS	0.00	1.00	1.00	(1.00)	0.00	0.00
3290 - OTHER LICENSSES, PERMITS AND FEES		0.00	19,324.91	19,324.91	(19,324.91)	0.00	0.00
<u>3353 - STATE - HIGHWAY BLOCK GRANT</u>							
01-3353-01-928	HIGHWAY BLOCK GRANT	0.00	85,744.74	85,744.74	(85,744.74)	0.00	0.00
3353 - STATE - HIGHWAY BLOCK GRANT		0.00	85,744.74	85,744.74	(85,744.74)	0.00	0.00

Revenue Report Monthly BOS

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
		0.00	11,382,879.98	11,382,879.98	(11,382,879.98)	0.00	0.00

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01 - GENERAL FUND					
1-CURRENT ASSETS					
01-1010-10-840	CASH - PAYROLL CHECKING ACCOUNT	64,724.12	1,741,288.50	1,792,518.03	13,494.59
01-1010-10-841	CASH- GENERAL FUND	8,326,035.26	13,138,570.31	13,015,346.00	8,449,259.57
01-1010-10-843	CASH - ELECTRONIC TRANSACTIONS CC AND ACH	(354.03)	2,175,146.15	2,164,499.07	10,293.05
01-1010-30-840	PETTY CASH	500.00	120.00	0.00	620.00
01-1080-10-700	PROPERTY TAXES RECEIVABLE	773,584.73	10,460,555.07	10,630,227.73	603,912.07
01-1080-10-703	WATER/SEWER TAX RECEIVABLE	0.00	83,857.17	83,857.17	0.00
01-1080-10-990	ALLOW FOR UNCOLLECTABLE - ABATEMENTS	(9,982.12)	0.00	0.00	(9,982.12)
01-1080-40-700	LAND USE TAXES RECEIVABLE	0.00	12,990.00	12,990.00	0.00
01-1080-50-700	YIELD TAXES RECEIVABLE	(0.33)	0.00	13.27	(13.60)
01-1110-10-700	TAX LIEN RECEIVABLE	76,419.13	127,562.46	92,045.18	111,936.41
01-1260-20-000	DUE FROM STATE OF NEW HAMPSHIRE	(0.41)	0.00	0.00	(0.41)
01-1260-40-480	Due from Sunapee School District	0.00	0.00	10,532.56	(10,532.56)
01-1310-00-005	DUE FROM ARPA TO GENERAL FUND	0.10	41,567.60	12,140.10	29,427.60
01-1310-00-011	DUE FROM FUND #11 TO FUND #1	0.00	13,300.00	0.00	13,300.00
01-1310-10-701	DUE FROM FUND #8 (LAND DISTURBANCE ESCROW FUND)	0.00	1,503.66	1,000.00	503.66
01-1310-10-702	DUE FROM LIBRARY	416.45	5,534.24	0.00	5,950.69
01-1310-10-707	DUE FROM SESTERCENTENNIAL FUND	0.07	0.00	0.00	0.07
01-1310-10-708	DUE FROM FUND #9 (PLANNING & ZONING ESCROW FUND)	0.00	4,148.06	0.00	4,148.06
01-1310-20-800	DUE FROM FUND #22 - SPECIAL DETAIL	1,170.25	1,891.41	685.41	2,376.25
01-1310-30-800	DUE FROM FIREWORKS FUND	(0.10)	0.00	0.00	(0.10)
01-1310-40-402	DUE FROM FUND #2 (HYDRO FUND)	4,573.33	118,061.18	1,509.06	121,125.45
01-1310-40-432	[IA] DUE FROM SEWER DEPARTMENT PLANT	48,967.00	0.00	0.00	48,967.00
01-1310-40-433	DUE FROM FUND #4 (WATER DEPT.)	16,560.22	692,566.62	15,481.97	693,644.87
01-1310-40-452	DUE FROM FUND #7 (SPECIAL RECREATION FUND)	103,777.83	60,896.50	103,777.83	60,896.50
01-1310-40-480	DUE FROM FUND #6 (SCHOOL)	7,780.22	3,205.38	401.20	10,584.40
01-1310-40-712	DUE FROM CROWTHER CHAPEL TRUST ACCOUNT	1,026.69	0.00	0.00	1,026.69
01-1310-41-418	DUE FROM FUND #15 (CONSERVATION FUND)	0.00	5,298.75	0.00	5,298.75
01-1310-60-702	DUE FROM HWY CAPITAL RESERVE FUND	0.16	0.00	0.00	0.16
01-1310-60-706	DUE FROM USED EQUIPMENT CAPITAL RESERVE	0.00	50,000.00	0.00	50,000.00
01-1310-60-707	DUE FROM FUND #21 (DRUG FORFEITURE FUND)	(4,765.37)	0.00	0.00	(4,765.37)
01-1310-60-713	DUE FROM TOWN BRIDGES CAPITAL RESERVE	(0.30)	7,894.50	4,136.70	3,757.50
01-1310-60-717	DUE FROM EMPLOYEE HEALTH INSURANCE EXPENDABLE TRUST	(0.07)	0.00	0.00	(0.07)
01-1310-60-718	DUE FROM THIELEN TRUST FOOD BANK	(3,676.00)	1,929.87	1,300.00	(3,046.13)
01-1310-61-101	DUE FROM TRUST FUNDS	0.00	4,000.00	0.00	4,000.00
01-1310-65-701	DUE FROM MILFOIL NONCAPITAL RESERVE FUND	0.00	5,000.00	0.00	5,000.00
01-1310-99-300	DUE FROM FUND 30	54,247.21	9,523.80	0.00	63,771.01
01-1400-10-000	PREPAID ITEMS	87,299.30	0.00	58,199.30	29,100.00

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-1670-10-000	TAX DEEDED PROPERTY (SUBJECT TO RESALE)	6,361.42	0.00	0.00	6,361.42
1-CURRENT ASSETS		9,554,664.76	28,766,411.23	28,000,660.58	10,320,415.41
2-CURRENT LIABILITIES					
01-2020-10-000	ACCOUNTS PAYABLE	(104,009.37)	10,133,487.84	10,133,487.84	(104,009.37)
01-2025-10-850	A/P AFLAC DEDUCTIONS	48.82	4,937.56	4,959.08	27.30
01-2025-10-851	A/P WITHHOLDING PAYABLE	5,445.76	157,028.55	162,392.31	82.00
01-2025-10-853	Retirement payable - ICMA	(317.88)	24,672.36	33,730.82	(9,376.34)
01-2025-10-854	RETIREMENT EMPLOYEES PAYABLE	(61,484.54)	347,370.47	322,721.73	(36,835.80)
01-2025-10-859	HEALTH INSURANCE PAYABLE	(6,005.66)	47,860.85	41,040.19	815.00
01-2025-10-861	FICA PAYABLE	6,447.52	191,664.35	198,075.65	36.22
01-2025-10-863	MEDICAL FLEX SAVINGS PLAN PAYABLE	(485.00)	10,478.94	11,511.54	(1,517.60)
01-2025-10-864	Accrued payroll and vacation	(86,774.63)	86,775.38	0.00	0.75
01-2025-10-868	CHILD SUPPORT PAYABLE	317.00	2,175.00	2,250.00	242.00
01-2025-10-871	MEDICARE PAYABLE	1,697.75	50,440.03	52,129.31	8.47
01-2025-10-872	Health Trust - return of surplus payable	3,901.22	0.00	0.00	3,901.22
01-2025-10-873	SICK BANK PAYABLE	(18,489.37)	0.00	0.00	(18,489.37)
01-2025-90-0001	Abandoned property due to State	(450.83)	0.00	0.00	(450.83)
01-2075-10-000	DUE TO FUND #6 (SCHOOL)	(5,159,622.00)	7,286,900.34	0.00	2,127,278.34
01-2075-10-100	INTERGOVERNMENTAL PAYABLES	(23,192.00)	0.00	0.00	(23,192.00)
01-2080-00-001	DUE TO BRIDGES CAPITAL RESERVE FROM FUND #1	0.00	0.00	20,700.00	(20,700.00)
01-2080-03-001	DUE TO FUND 03 (PERMITS AND FEES)	0.00	0.00	1,640.30	(1,640.30)
01-2080-10-002	DUE TO FUND #2 (HYDRO FUND)	(80,430.67)	0.00	0.00	(80,430.67)
01-2080-10-005	Due to ARPA	(292,735.20)	0.00	0.00	(292,735.20)
01-2080-10-007	DUE TO FUND #7 (SPECIAL RECREATION FUND)	(9,319.69)	2,999.70	88,419.63	(94,739.62)
01-2080-10-008	DUE TO FUND #8 (LAND DISTURBANCE ESCROW)	(96,193.20)	96,193.20	500.00	(500.00)
01-2080-10-009	DUE TO FUND #9 (PLANNING/ZONING ESCROW FUND)	(146,999.11)	146,999.11	0.00	0.00
01-2080-10-010	DUE TO FUND #10 (BANDSTAND/BEN MERE FUND)	(249.80)	0.00	0.00	(249.80)
01-2080-10-011	DUE TO FUND #11 FROM FUND #1	0.00	0.00	750.00	(750.00)
01-2080-10-015	DUE TO FUND #15 (CONSERVATION COMMISSION FUND)	0.00	0.00	5,298.75	(5,298.75)
01-2080-10-022	DUE TO FUND #22 (PS SERVICES REVOLVING FUND)	0.00	0.00	2,203.34	(2,203.34)
01-2080-10-030	Due to grants fund	(96,182.45)	0.00	59,523.80	(155,706.25)
01-2080-10-431	DUE TO NH FISH & GAME - SNOWMOBILE ATV FEES	0.00	3,384.00	3,384.00	0.00
01-2080-21-000	DUE TO FUND #4 (WATER DEPARTMENT)	0.28	24,201.82	716,665.46	(692,463.36)
01-2080-21-840	DUE TO STATE OF NH DMV	(24.00)	218,325.88	215,964.32	2,337.56
01-2080-21-841	Due to State other town clerk fees	(4,149.50)	11,497.50	7,657.50	(309.50)
01-2080-23-000	DUE TO CONSERVATION COMMISSION	(97,231.56)	103,726.56	6,495.00	0.00
01-2220-10-000	DEFERRED TAX REVENUE	(40,085.25)	0.00	135,542.34	(175,627.59)
01-2270-00-001	RESTORATIVE JUSTICE PROGRAM PAYABLE	0.00	0.00	656.00	(656.00)

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-2270-90-000	TAILINGS LIABILITY	(12,224.56)	0.00	0.00	(12,224.56)
2-CURRENT LIABILITIES		(6,318,797.92)	18,951,119.44	12,227,698.91	404,622.61
2-FUND EQUITY					
01-2440-10-000	RESERVE FOR ENCUMBRANCE	(0.05)	0.00	0.00	(0.05)
01-2460-10-000	NONSPENDABLE FUND BALANCE	(93,660.00)	0.00	0.00	(93,660.00)
01-2490-00-000	ASSIGNED FUND BALANCE - ENCUMBRANCE	(378,278.90)	154,207.90	0.00	(224,071.00)
01-2490-21-001	Restricted fund balance for Welfare food pantry donation	(0.02)	0.00	640.00	(640.02)
01-2530-10-000	GENERAL FUND UNDESIGNATED FUND BALANCE	(2,326,662.92)	0.00	154,207.90	(2,480,870.82)
01-2530-10-001	Prior year corrections	(437,228.45)	4,801.80	0.00	(432,426.65)
2-FUND EQUITY		(3,235,830.34)	159,009.70	154,847.90	(3,231,668.54)
3-REVENUES					
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	10,437,472.00	(10,437,472.00)
01-3110-10-850	TAX COLL-REFUND/REBATE/ABATEME	0.00	1,225.17	0.00	1,225.17
01-3120-01-901	LAND USE CHANGE	0.00	0.00	6,495.00	(6,495.00)
01-3190-01-902	INTEREST & COSTS	0.00	0.00	27,150.39	(27,150.39)
01-3210-01-910	UCC FILING	0.00	0.00	975.00	(975.00)
01-3220-01-906	AUTO REGISTRATIONS	0.00	0.00	635,276.00	(635,276.00)
01-3220-01-907	SNOWMOBILE AND ATV FEES	0.00	0.00	254.00	(254.00)
01-3230-01-909	SITE PLAN REVIEW FEES	0.00	0.00	740.04	(740.04)
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	0.00	20,189.50	21,454.50	(1,265.00)
01-3290-01-901	BOND HEARING FEES	0.00	0.00	150.00	(150.00)
01-3290-01-902	REDEMPTION COSTS	0.00	0.00	133.01	(133.01)
01-3290-01-907	BOAT REGISTRATIONS/FEES	0.00	0.00	12,086.22	(12,086.22)
01-3290-01-911	LOT MERGER FEES	0.00	0.00	75.00	(75.00)
01-3290-01-912	DOG LICENSES/FEES	0.00	0.00	4,159.50	(4,159.50)
01-3290-01-914	PERMIT TO EXCAVATE FEE	0.00	0.00	600.00	(600.00)
01-3290-01-915	VITALS-BIRTH & DEATH	0.00	0.00	1,558.00	(1,558.00)
01-3290-01-917	TOWN CLERK FEES	0.00	0.00	542.50	(542.50)
01-3290-01-918	MISC. TC/TC OVERAGES	0.00	713.82	733.50	(19.68)
01-3290-01-919	WETLANDS APPLICATIONS	0.00	0.00	1.00	(1.00)
01-3353-01-928	HIGHWAY BLOCK GRANT	0.00	0.00	85,744.74	(85,744.74)
01-3354-01-795	STATE OF NH - WATER GRANT	0.00	0.00	7,376.77	(7,376.77)
01-3379-01-935	TOWN OF SPRINGFIELD-TS	0.00	0.00	60,232.00	(60,232.00)
01-3401-01-320	FIREWORKS PERMIT FEE	0.00	0.00	140.00	(140.00)
01-3401-01-321	PHOTOCOPY INCOME	0.00	0.00	26.00	(26.00)
01-3401-01-586	RECYCLING INCOME-ALUMINUM	0.00	0.00	5,812.23	(5,812.23)
01-3401-01-588	RECYCLING NEWSPAPER	0.00	0.00	3,041.40	(3,041.40)
01-3401-01-589	RECYCLING SCRAP METAL	0.00	(893.94)	4,941.36	(5,835.30)
01-3401-01-937	MISC. GENERAL GOV'T INCOME	0.00	0.00	175.00	(175.00)
01-3401-01-939	MISC. HIGHWAY DEPT INCOME	0.00	0.00	6,150.00	(6,150.00)

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-3401-01-948	MISC. TOWN OFFICE INCOME	0.00	0.00	10.00	(10.00)
01-3401-01-950	ZBA INCOME	0.00	150.00	1,082.00	(932.00)
01-3401-01-959	[IA] HWY-MATERIALS SOLD	0.00	0.00	400.00	(400.00)
01-3404-01-940	SUNAPEE T/S TICKET SALES	0.00	0.00	32,674.50	(32,674.50)
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	0.00	0.00	11,000.00	(11,000.00)
01-3501-01-970	CHECKING ACCOUNT INTEREST EARNED	0.00	7.29	32,401.88	(32,394.59)
01-3501-10-813	PISTOL PERMIT FEE	0.00	0.00	70.00	(70.00)
01-3504-01-938	DOG FINES	0.00	0.00	50.00	(50.00)
01-3504-01-939	PARKING FINES	0.00	0.00	600.00	(600.00)
01-3504-01-946	PD DISCOVERY	0.00	0.00	210.00	(210.00)
01-3506-00-000	MISC REVENUE	0.00	0.00	2,278.28	(2,278.28)
3-REVENUES		0.00	21,391.84	11,404,271.82	(11,382,879.98)
4-EXPENDITURES					
01-4130-10-110	EXEC-FULL TIME SALARIES	0.00	118,125.59	6,272.40	111,853.19
01-4130-10-130	EXEC-ELECTED	0.00	4,609.45	5.56	4,603.89
01-4130-10-140	EXEC-OVERTIME	0.00	1,120.96	0.00	1,120.96
01-4130-10-210	EXEC-GROUP HEALTH INSURANCE	0.00	18,906.84	0.00	18,906.84
01-4130-10-215	EXEC-LIFE & DISAB. INS	0.00	1,915.23	0.00	1,915.23
01-4130-10-220	EXEC-EMPR MEDICARE	0.00	1,769.79	0.00	1,769.79
01-4130-10-221	EXECUTIVE - FICA	0.00	7,567.30	0.00	7,567.30
01-4130-10-231	EXEC-NH RETIREMENT GENERAL	0.00	15,404.59	588.15	14,816.44
01-4130-10-250	EXEC-UNEMPLOYMENT COMP INS.	0.00	100.34	0.00	100.34
01-4130-10-390	EXEC-PROFESSIONAL SERVICES	0.00	9,260.75	0.00	9,260.75
01-4130-10-530	EXEC-TRAVEL/MEALS	0.00	36.03	0.00	36.03
01-4130-10-555	EXEC-ADVERTISING	0.00	1,114.90	219.02	895.88
01-4130-10-560	EXEC-DUES & SUBSCRIPTIONS	0.00	780.40	0.00	780.40
01-4130-10-610	EXEC-GENERAL SUPPLIES	0.00	488.76	0.00	488.76
01-4130-10-741	EXEC-OFFICE EQUIP/COMPUTERS	0.00	4,505.12	1,024.45	3,480.67
01-4130-10-901	EXEC - MANAGER'S CONTINGENCY	0.00	2,454.40	0.00	2,454.40
01-4140-20-110	TCTC-DEPUTY TCTC WAGES	0.00	29,418.22	1,294.09	28,124.13
01-4140-20-120	TCTC - PART TIME WAGES	0.00	481.92	0.00	481.92
01-4140-20-130	TCTC-TAX COLLECTOR WAGES	0.00	40,229.92	1,806.36	38,423.56
01-4140-20-140	TCTC-OVERTIME	0.00	338.78	0.00	338.78
01-4140-20-210	TCTC-GROUP HEALTH INSURANCE	0.00	31,033.25	0.00	31,033.25
01-4140-20-215	TCTC-LIFE & DISAB INSURANCE	0.00	1,242.40	0.00	1,242.40
01-4140-20-220	TCTC-EMPR MEDICARE	0.00	956.36	0.00	956.36
01-4140-20-221	TCTC EMPR FICA	0.00	4,089.15	0.00	4,089.15
01-4140-20-231	TCTC-NH RETIREMENT GENERAL	0.00	9,571.48	0.00	9,571.48
01-4140-20-250	TCTC-UNEMPLOYMENT COMP INS.	0.00	100.34	0.00	100.34
01-4140-20-341	TCTC-TELEPHONE	0.00	175.92	0.00	175.92

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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01-4140-20-390	TCTC-MORTGAGE LIEN SERVICE	0.00	2,025.00	0.00	2,025.00
01-4140-20-391	TCTC OUTSIDE SERVICE	0.00	1,044.00	0.00	1,044.00
01-4140-20-530	TCTC-TRAVEL/MEALS	0.00	121.56	0.00	121.56
01-4140-20-540	TCTC-TRAINING	0.00	415.00	0.00	415.00
01-4140-20-560	TCTC-DUES &SUBSCRIPTIONS	0.00	125.00	0.00	125.00
01-4140-20-625	TCTC - POSTAGE	0.00	5,060.39	0.00	5,060.39
01-4140-20-680	TCTC-DEPARTMENTAL SUPPLIES	0.00	1,965.44	0.00	1,965.44
01-4140-20-681	TCTC- RECORDS RESTORATION	0.00	8,875.00	8,875.00	0.00
01-4140-20-741	TC/TC-OFFICE EQUIP/COMPUTERS	0.00	1,998.26	773.26	1,225.00
01-4140-20-750	TCTC - Encumbered funds	0.00	8,875.00	0.00	8,875.00
01-4141-25-120	ELEC-PART TIME WAGES	0.00	295.42	0.00	295.42
01-4141-25-360	ELEC - PD SPECIAL DETAIL ELECTIONS	0.00	685.41	0.00	685.41
01-4141-25-432	ELEC-COMPUTER SERVICES	0.00	2,704.00	373.00	2,331.00
01-4141-25-530	ELEC-TRAVEL/MEALS	0.00	439.19	0.00	439.19
01-4141-25-550	ELEC - PRINTING	0.00	2,569.60	881.00	1,688.60
01-4141-25-555	ELEC-ADVERTISING	0.00	176.70	0.00	176.70
01-4150-10-110	FINANCE-BOOKKEEPING WAGE	0.00	85,029.91	4,482.45	80,547.46
01-4150-10-130	FINANCE-TREASURER WAGES	0.00	960.17	2.14	958.03
01-4150-10-140	FINANCE-OVERTIME	0.00	570.03	57.07	512.96
01-4150-10-210	FINANCE-GROUP HEALTH INSURANCE	0.00	19,729.71	0.00	19,729.71
01-4150-10-215	FINANCE-LIFE & DISAB INSURANCE	0.00	1,328.30	0.00	1,328.30
01-4150-10-220	FINANCE-EMPR MEDICARE	0.00	1,222.80	0.00	1,222.80
01-4150-10-221	FINANCE - EMPR FICA	0.00	5,228.60	0.00	5,228.60
01-4150-10-231	FINANCE-NH RETIREMENT GEN	0.00	11,784.05	0.00	11,784.05
01-4150-10-250	FINANCE-UNEMPLOYMENT COMP.	0.00	150.51	0.00	150.51
01-4150-10-301	FINANCE-AUDITING	0.00	18,295.00	0.00	18,295.00
01-4150-10-302	FINANCE - BANK CHARGES	0.00	323.32	143.00	180.32
01-4150-10-341	FINANCE-TELEPHONE	0.00	3,506.65	155.35	3,351.30
01-4150-10-342	FINANCE-COMPUTER SVCS/SUPPORT	0.00	79,849.35	22,750.74	57,098.61
01-4150-10-343	FINANCE-REGISTRY RECORDING	0.00	212.06	0.00	212.06
01-4150-10-367	[IA] FINANCE-INTERNET RELATED	0.00	744.20	0.00	744.20
01-4150-10-390	FINANCE-PROFESSIONAL SERVICES	0.00	67,737.96	0.00	67,737.96
01-4150-10-540	FINANCE-TRAINING	0.00	35.00	0.00	35.00
01-4150-10-555	FINANCE-ADVERTISING	0.00	1,570.80	0.00	1,570.80
01-4150-10-610	FINANCE-GENERAL SUPPLIES	0.00	33.03	0.00	33.03
01-4150-10-620	FINANCE-OFFICE SUPPLIES	0.00	591.32	176.95	414.37
01-4150-10-625	FINANCE-POSTAGE	0.00	14,157.61	8,884.36	5,273.25
01-4150-10-741	FINANCE-OFFICE EQUIP/COMPUTERS	0.00	640.36	50.97	589.39
01-4150-99-750	FINANCE - ENCUMBERED FUNDS	0.00	22,440.00	0.00	22,440.00
01-4152-10-312	ASSESSING-ASSESSING	0.00	70,558.26	22,841.32	47,716.94
01-4153-10-320	LEGAL-GG-LEGAL SVCS.	0.00	20,221.13	0.00	20,221.13

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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01-4153-10-321	LEGAL - PLANNING & ZONING RELATED	0.00	5,643.00	0.00	5,643.00
01-4153-10-332	LEGAL - WEISS	0.00	1,242.00	0.00	1,242.00
01-4153-10-333	LEGAL - JAUTZ	0.00	2,750.00	0.00	2,750.00
01-4155-10-290	EMPLOYEE BENEFITS-OTHER	0.00	4,981.74	0.00	4,981.74
01-4191-30-110	PLANNING & LAND USE FULL TIME SALARIES	0.00	88,520.81	2,499.69	86,021.12
01-4191-30-120	PLANNING & LAND USE PART TIME SALARIES	0.00	17,507.06	437.34	17,069.72
01-4191-30-140	PLANNING & LAND USE OVERTIME WAGES	0.00	353.67	0.00	353.67
01-4191-30-210	PLANNING & LAND USE HEALTH INSURANCE	0.00	15,477.88	0.00	15,477.88
01-4191-30-215	PLANNING & LAND USE LIFE & DISABILITY INSURANCE	0.00	1,404.73	0.00	1,404.73
01-4191-30-220	PLANNING & LAND USE MEDICARE	0.00	1,498.62	0.00	1,498.62
01-4191-30-221	PLANNING & LAND USE FICA	0.00	6,407.94	0.00	6,407.94
01-4191-30-231	PLANNING & LAND USE NH RETIREMENT	0.00	8,124.39	0.00	8,124.39
01-4191-30-250	PLANNING & LAND USE UNEMPLOYMENT COMP. INS.	0.00	250.85	0.00	250.85
01-4191-30-341	PLANNING & LAND USE TELEPHONE	0.00	653.63	0.00	653.63
01-4191-30-342	PLANNING & LAND USE -COMPUTER SERVICES/RENT	0.00	3,808.16	1,096.26	2,711.90
01-4191-30-390	PLANNING & LAND USE -OTHER PROFESSIONAL SVCS	0.00	56,254.97	45,641.87	10,613.10
01-4191-30-391	PLANNING & LAND USE ADMINISTRATION	0.00	11,394.00	4,674.00	6,720.00
01-4191-30-530	PLANNING & LAND USE TRAVEL/MEALS	0.00	186.68	0.00	186.68
01-4191-30-540	PLANNING & LAND USE TRAINING	0.00	415.00	0.00	415.00
01-4191-30-550	PLANNING AND LAND USE -PRINTING	0.00	1,639.22	0.00	1,639.22
01-4191-30-555	PLANNING & LAND USE -ADVERTISING	0.00	2,227.31	0.00	2,227.31
01-4191-30-620	PLANNING & LAND USE -OFFICE SUPPLIES	0.00	2,196.44	0.00	2,196.44
01-4191-30-625	PLANNING & LAND USE -POSTAGE	0.00	558.75	48.78	509.97
01-4191-30-670	PLANNING & LAND USE REFERENCE	0.00	20.00	0.00	20.00
01-4191-30-741	PLANNING & LAND USE OFFICE EQUIP & COMPUTERS	0.00	2,623.96	0.00	2,623.96
01-4194-10-341	GGB&G - GENERAL GOVT CELL PHONE	0.00	587.49	0.00	587.49
01-4194-10-435	GGB&G GROUNDS MAINTENANCE HAMES PARK	0.00	11,486.27	0.00	11,486.27
01-4194-10-610	GGB&G-GENERAL SUPPLIES	0.00	5,008.46	0.00	5,008.46
01-4194-10-640	GGB&G-RESTRM/CUSTODIAL SUPPLIES	0.00	4,732.79	641.38	4,091.41
01-4194-10-650	GGB&G-GROUNDSKEEPING SUPPLIES	0.00	356.25	0.00	356.25
01-4194-80-410	GGB&G-BANDSTND-ELECTRICITY	0.00	150.11	0.00	150.11
01-4194-90-410	GGB&G-HARBOR RESTRM ELEC	0.00	1,113.19	0.00	1,113.19
01-4194-90-411	GGB&G-HARBOR RESTRM GAS	0.00	517.29	0.00	517.29
01-4194-90-412	GGB&G-HARBOR RESTRM WATER	0.00	230.00	0.00	230.00
01-4194-90-413	GGB&G-HARBOR RESTRM SEWER	0.00	257.00	0.00	257.00
01-4194-90-430	GGB&G - HARBOR RESTRM BUILDING MAINTENANCE	0.00	381.12	0.00	381.12
01-4194-90-435	GGB&G HARBOR RESTRM GROUNDS MAINTENANCE	0.00	624.70	0.00	624.70
01-4194-90-615	[IA] GGB&G HARBOR RESTROOM BUILDING MAINTENANCE	0.00	230.45	230.45	0.00
01-4194-91-412	GGB&G-GM RESTRM WATER	0.00	230.00	0.00	230.00
01-4194-91-413	GGB&G-GM RESTRM SEWER	0.00	257.00	0.00	257.00
01-4194-91-430	GGB&G GM BUILDING MAINTENANCE	0.00	77.79	0.00	77.79

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4194-91-435	GGB&G GM GROUNDS MAINTENANCE	0.00	9,376.00	0.00	9,376.00
01-4194-95-110	GGB&G - FULL TIME WAGE	0.00	54,377.99	2,959.65	51,418.34
01-4194-95-120	GGB>O-PART TIME WAGES	0.00	20,070.36	2,460.88	17,609.48
01-4194-95-140	GGB&G OVERTIME WAGE	0.00	7,672.69	583.46	7,089.23
01-4194-95-210	GGB&G - HEALTH INSURANCE	0.00	16,864.84	0.00	16,864.84
01-4194-95-215	GGB&G - LIFE & DISABILITY	0.00	1,036.58	0.00	1,036.58
01-4194-95-220	GGB>O-EMPR MEDICARE	0.00	1,159.75	0.00	1,159.75
01-4194-95-221	GGB>O EMPLYR FICA	0.00	4,959.20	0.00	4,959.20
01-4194-95-231	GGB&G - NH RETIREMENT	0.00	8,137.09	0.00	8,137.09
01-4194-95-250	GGB>O-UNEMP COMP INSURANCE	0.00	250.85	0.00	250.85
01-4194-95-260	GGB>O-WORKERS COMP INS	0.00	2,210.81	0.00	2,210.81
01-4194-95-410	GGB&G-TH ELECTRICITY	0.00	2,293.21	0.00	2,293.21
01-4194-95-411	GGB&G-TH GAS	0.00	1,296.83	0.00	1,296.83
01-4194-95-412	GGB&G-TH WATER	0.00	413.00	0.00	413.00
01-4194-95-413	GGB&G-TH SEWER	0.00	257.00	0.00	257.00
01-4194-95-430	GGB&G-TOWN HALL MAINTENANCE	0.00	8,539.82	3,187.80	5,352.02
01-4194-95-435	GGB&G TOWN HALL GROUNDS MAINTENANCE	0.00	1,952.21	0.00	1,952.21
01-4194-95-610	GGB&G-MAINTENANCE SUPPLIES	0.00	166.19	150.00	16.19
01-4194-96-615	[IA] GGB&G TOWN HALL BUILDING MAINTENANCE	0.00	829.97	59.97	770.00
01-4194-97-610	GGB&G THRIFT SHOP RENT	0.00	4,651.12	0.00	4,651.12
01-4194-99-750	GGB&G - ENCUMBERED FUNDS	0.00	8,185.00	0.00	8,185.00
01-4195-40-120	CEMETERY-PART TIME WAGES	0.00	2,212.50	0.00	2,212.50
01-4195-40-220	CEMETERY-EMPR MEDICARE	0.00	32.07	0.00	32.07
01-4195-40-221	CEMETERY - EMPLYR FICA	0.00	137.19	0.00	137.19
01-4195-40-250	CEMETERY-UNEMPLOYMENT COMP.INS	0.00	38.80	0.00	38.80
01-4195-40-260	CEMETERY-WORKERS COMP. INS.	0.00	215.44	0.00	215.44
01-4195-40-365	CEMETERY-EQUIP.REPAIR SERVICE	0.00	52.99	0.00	52.99
01-4195-40-635	CEMETERY-GASOLINE/DIESEL FUEL	0.00	105.77	0.00	105.77
01-4196-10-520	INSURANCE-PROP,LIAB,VEHICLE	0.00	11,697.01	0.00	11,697.01
01-4197-85-120	INFO-PART TIME WAGES	0.00	3,822.40	0.00	3,822.40
01-4197-85-220	INFO-EMPR MEDICARE	0.00	55.40	0.00	55.40
01-4197-85-221	INFORMATION BOOTH EMPLOYEE FICA	0.00	236.96	0.00	236.96
01-4197-85-250	INFO-UNEMPLOYMENT COMP. INS	0.00	36.25	0.00	36.25
01-4197-85-341	INFO-TELEPHONE	0.00	841.78	0.00	841.78
01-4197-85-390	INFO-OTHER PURCHASED SERVICES	0.00	169.63	139.64	29.99
01-4197-85-410	INFO-ELECTRICITY	0.00	263.51	0.00	263.51
01-4197-85-412	INFO-WATER	0.00	303.50	0.00	303.50
01-4197-85-413	INFO-SEWER	0.00	257.00	0.00	257.00
01-4197-85-615	INFO - BUILDING MAINTENANCE	0.00	1,456.04	0.00	1,456.04
01-4197-85-650	INFO - GROUNDS MAINTENANCE	0.00	67.12	0.00	67.12
01-4199-10-120	OGG-PART TIME CLERICAL WAGES	0.00	31.27	0.00	31.27

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4199-10-140	OGG-OVERTIME WAGES	0.00	23.45	0.00	23.45
01-4199-10-220	OGG-EMPR MEDICARE	0.00	0.77	0.00	0.77
01-4199-10-221	OGG - EMPLYR FICA	0.00	3.28	0.00	3.28
01-4199-10-231	OGG - NH RETIREMENT	0.00	7.65	0.00	7.65
01-4199-10-250	OGG-UNEMPLOYMENT COMP. INS	0.00	12.03	0.00	12.03
01-4199-10-330	OGG-TAX MAPS	0.00	1,037.50	0.00	1,037.50
01-4199-10-365	OGG-COPIER	0.00	2,831.64	0.00	2,831.64
01-4199-10-550	OGG-PRINTING	0.00	6,302.63	0.00	6,302.63
01-4199-10-560	OGG-DUES	0.00	5,133.31	0.00	5,133.31
01-4199-10-641	OGG-COFFEE SUPPLIES	0.00	1,149.88	121.96	1,027.92
01-4210-54-110	PD-FULL TIME WAGES	0.00	214,309.68	10,042.26	204,267.42
01-4210-54-120	PD-PART TIME WAGES	0.00	35,334.96	2,252.92	33,082.04
01-4210-54-140	PD-OVERTIME WAGES	0.00	18,916.00	1,515.33	17,400.67
01-4210-54-210	PD-GROUP HEALTH INSURANCE	0.00	51,065.20	0.00	51,065.20
01-4210-54-215	PD-LIFE & DISABILITY INSURANCE	0.00	3,873.12	0.00	3,873.12
01-4210-54-220	PD-EMPR MEDICARE	0.00	3,767.50	0.00	3,767.50
01-4210-54-221	PD - EMPLYR FICA	0.00	3,780.13	0.00	3,780.13
01-4210-54-231	PD-NH RETIREMENT GENERAL	0.00	69,746.50	0.00	69,746.50
01-4210-54-250	PD-UNEMPLOYMENT COMP. INS.	0.00	547.40	0.00	547.40
01-4210-54-260	PD-WORKERS COMPENSATION	0.00	7,097.17	0.00	7,097.17
01-4210-54-341	PD-TELEPHONE	0.00	9,989.55	0.00	9,989.55
01-4210-54-364	PD-VEHICLE REPAIR SERVICE	0.00	5,204.66	0.00	5,204.66
01-4210-54-366	PD-RADIO REPAIR SERVICE	0.00	830.00	0.00	830.00
01-4210-54-520	PD-GENERAL INSURANCE	0.00	11,117.85	0.00	11,117.85
01-4210-54-530	PD-TRAVEL/MEALS	0.00	1,159.71	0.00	1,159.71
01-4210-54-540	PD-TRAINING	0.00	2,910.00	0.00	2,910.00
01-4210-54-550	PD-PRINTING	0.00	309.41	0.00	309.41
01-4210-54-555	PD-ADVERTISING	0.00	336.00	0.00	336.00
01-4210-54-560	PD-DUES/SUBSCRIPTIONS	0.00	200.00	0.00	200.00
01-4210-54-610	PD-SUPPORT SERVICES	0.00	17,886.08	0.00	17,886.08
01-4210-54-620	PD-OFFICE SUPPLIES	0.00	3,561.09	12.99	3,548.10
01-4210-54-625	PD-POSTAGE	0.00	289.33	0.00	289.33
01-4210-54-630	PD-MAINTENANCE/REPAIR SUPPLIES	0.00	256.75	242.76	13.99
01-4210-54-635	PD-GASOLINE/DIESEL FUEL	0.00	8,291.42	1,015.47	7,275.95
01-4210-54-670	PD-REFERENCES	0.00	95.00	0.00	95.00
01-4210-54-681	PD-UNIFORMS/SAFETY EQUIPMENT	0.00	12,133.33	20.00	12,113.33
01-4210-54-690	PD-OTHER MISC SUPPLIES	0.00	(202.66)	(101.33)	(101.33)
01-4210-54-691	PD-EDUCATIONAL SUPPLIES	0.00	357.96	0.00	357.96
01-4210-54-741	PD-OFFICE EQUIP/COMPUTERS	0.00	15,235.77	16.99	15,218.78
01-4210-54-760	PD - VEHICLE ANNUAL	0.00	8,440.59	0.00	8,440.59
01-4210-99-750	PD - ENCUMBERED FUNDS	0.00	15,167.90	0.00	15,167.90

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4220-50-120	FIRE-PART TIME WAGES	0.00	55,452.22	3,150.76	52,301.46
01-4220-50-121	FIRE - STIPEND	0.00	28,244.00	1,471.43	26,772.57
01-4220-50-140	[IA] FIRE-OVERTIME	0.00	1,048.71	0.00	1,048.71
01-4220-50-220	FIRE-MEDICARE	0.00	1,228.94	0.00	1,228.94
01-4220-50-221	FIRE - EMPLYR FICA	0.00	5,254.13	0.00	5,254.13
01-4220-50-250	FIRE-UNEMPLOYMENT COMP. INS.	0.00	162.16	0.00	162.16
01-4220-50-260	FIRE-WORKERS COMPENSATION INS	0.00	4,760.30	0.00	4,760.30
01-4220-50-341	FIRE-TELEPHONE	0.00	2,593.61	124.04	2,469.57
01-4220-50-342	FIRE-COMPUTER SERVICES	0.00	5,080.72	1,581.72	3,499.00
01-4220-50-364	FIRE-VEHICLE REPAIR SERVICE	0.00	4,890.72	0.00	4,890.72
01-4220-50-365	FIRE-EQUIPMENT TESTING	0.00	5,469.13	0.00	5,469.13
01-4220-50-366	FIRE-RADIO REPAIR	0.00	896.50	0.00	896.50
01-4220-50-390	FIRE-OTHER PROF. SERVICES	0.00	447.50	0.00	447.50
01-4220-50-410	FIRE-ELECTRICITY GM	0.00	581.19	35.20	545.99
01-4220-50-411	FIRE-HEAT-GAS & OIL GM	0.00	1,930.87	212.03	1,718.84
01-4220-50-412	FIRE-WATER RENT	0.00	14,242.50	0.00	14,242.50
01-4220-50-430	FIRE-BUILDING SERVICE GM	0.00	1,041.05	0.00	1,041.05
01-4220-50-520	FIRE-GENERAL INSURANCE	0.00	4,806.09	0.00	4,806.09
01-4220-50-540	FIRE-TRAINING	0.00	420.95	0.00	420.95
01-4220-50-560	FIRE-DUES/SUBSCRIPTIONS	0.00	1,749.00	0.00	1,749.00
01-4220-50-611	FIRE-HAZARDOUS MATERIALS SUP	0.00	2,030.02	0.00	2,030.02
01-4220-50-612	FIRE-SMALL TOOLS & EQUIPMENT	0.00	741.12	310.81	430.31
01-4220-50-620	FIRE-OFFICE SUPPLIES	0.00	515.24	0.00	515.24
01-4220-50-630	FIRE-MAINTENANCE & REPAIR SUPP	0.00	144.14	0.00	144.14
01-4220-50-635	FIRE-GASOLINE/DIESEL FUEL	0.00	2,439.81	0.00	2,439.81
01-4220-50-640	FIRE-BUILDING/CUSTODIAL SUP	0.00	(83.67)	15.29	(98.96)
01-4220-50-641	FIRE-COFFEE SUPPLIES/SERVICE	0.00	719.42	0.00	719.42
01-4220-50-679	FIRE-MEDICAL SUPPLIES	0.00	890.02	180.00	710.02
01-4220-50-681	FIRE-UNIFORMS/SAFETY EQUIP	0.00	5,708.24	0.00	5,708.24
01-4229-53-250	SSB - UNEMPLOYMENT INS	0.00	20.74	0.00	20.74
01-4229-53-341	SSB - SHARED TELEPHONE	0.00	3,095.76	0.00	3,095.76
01-4229-53-345	SSB - DISPATCH SERVICES	0.00	39,105.78	0.00	39,105.78
01-4229-53-410	SSB - ELECTRICITY	0.00	8,622.71	0.00	8,622.71
01-4229-53-411	SSB - HEAT GAS & OIL	0.00	14,986.66	2,715.33	12,271.33
01-4229-53-412	SSB - WATER RENT	0.00	230.00	0.00	230.00
01-4229-53-413	SSB - SEWER RENT	0.00	257.00	0.00	257.00
01-4229-53-430	SSB - BUILDING MAINTENANCE/REPAIR	0.00	16,236.68	823.06	15,413.62
01-4229-53-640	SSB - CUSTODIAL SUPPLIES	0.00	67.39	0.00	67.39
01-4290-10-610	EMERGENCY MANAGEMENT SUPPLIES	0.00	164.68	0.00	164.68
01-4312-55-110	HWY-FULL TIME WAGES	0.00	268,464.25	15,453.64	253,010.61
01-4312-55-120	HWY-PART TIME WAGES	0.00	7,473.53	0.00	7,473.53

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

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Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4312-55-140	HWY-OVERTIME WAGES	0.00	33,631.71	2,326.25	31,305.46
01-4312-55-210	HWY-GROUP HEALTH INSURANCE	0.00	92,282.26	0.00	92,282.26
01-4312-55-215	HWY-LIFE & DISABILITY INS.	0.00	3,861.06	0.00	3,861.06
01-4312-55-220	HWY-EMPR MEDICARE	0.00	4,270.79	0.00	4,270.79
01-4312-55-221	HWY - EMPLYR FICA	0.00	18,261.64	0.00	18,261.64
01-4312-55-231	HWY-NH RETIREMENT GENERAL	0.00	40,650.57	0.00	40,650.57
01-4312-55-250	HWY-UNEMPLOYMENT COMPENSATION	0.00	451.53	0.00	451.53
01-4312-55-260	HWY-WORKERS COMPENSATION INS.	0.00	14,973.30	0.00	14,973.30
01-4312-55-341	HWY-TELEPHONE	0.00	2,919.27	0.00	2,919.27
01-4312-55-342	HWY - COMPUTER SERVICE/SUPPORT	0.00	1,838.54	1,486.63	351.91
01-4312-55-350	HWY-MEDICAL SERVICES	0.00	672.80	70.00	602.80
01-4312-55-364	HWY-VEHICLE REPAIR SERVICE	0.00	841.85	0.00	841.85
01-4312-55-365	HWY-EQUIPMENT REPAIR SERVICE	0.00	3,414.47	0.00	3,414.47
01-4312-55-380	HWY-PAVING SERVICES	0.00	84.75	0.00	84.75
01-4312-55-390	HWY-OTHER PROFESSIONAL SVCS	0.00	11,611.58	0.00	11,611.58
01-4312-55-391	HWY -RENTAL EQUIPMENT	0.00	15,600.00	0.00	15,600.00
01-4312-55-392	HWY - TREE REMOVAL	0.00	228.82	0.00	228.82
01-4312-55-395	HWY - CATCH BASIN CLEANING & REPAIR	0.00	19,780.00	0.00	19,780.00
01-4312-55-410	HWY-ELECTRICITY	0.00	2,386.70	0.00	2,386.70
01-4312-55-411	HWY-HEAT-GAS & OIL	0.00	9,395.01	2,297.03	7,097.98
01-4312-55-430	HWY-BUILDING REPAIR/MAINT.	0.00	4,391.05	360.00	4,031.05
01-4312-55-520	HWY-GENERAL INSURANCE	0.00	11,521.43	0.00	11,521.43
01-4312-55-530	HWY-TRAVEL/MEALS	0.00	116.00	0.00	116.00
01-4312-55-540	HWY-TRAINING	0.00	719.30	0.00	719.30
01-4312-55-555	HWY-ADVERTISING	0.00	66.00	0.00	66.00
01-4312-55-560	HWY - DUES & SUBSCRIPTIONS	0.00	401.25	0.00	401.25
01-4312-55-610	HWY-GENERAL SUPPLIES	0.00	1,561.48	92.22	1,469.26
01-4312-55-612	HWY-SMALL TOOLS & EQUIPMENT	0.00	1,515.62	87.52	1,428.10
01-4312-55-615	HWY-BUILDING	0.00	14.25	0.00	14.25
01-4312-55-620	HWY-OFFICE SUPPLIES	0.00	4,102.98	0.00	4,102.98
01-4312-55-630	HWY-MAINTENANCE/REPAIR SUPPLIE	0.00	48,095.81	15,057.25	33,038.56
01-4312-55-631	HWY-TIRES	0.00	2,380.55	0.00	2,380.55
01-4312-55-632	HWY - WINTER MAINTENANCE REPAIR SUPPLIES	0.00	11,969.25	0.00	11,969.25
01-4312-55-635	HWY-GASOLINE & DIESEL	0.00	47,364.45	3,983.26	43,381.19
01-4312-55-636	HWY-EQUIPMENT OIL	0.00	681.37	0.00	681.37
01-4312-55-640	HWY-BLDG. CUSTODIAL SUPPLIES	0.00	423.67	0.00	423.67
01-4312-55-641	HWY - COFFEE SUPPLIES	0.00	425.57	0.00	425.57
01-4312-55-681	HWY-UNIFORMS/SAFETY EQUIP	0.00	5,879.46	467.83	5,411.63
01-4312-55-682	HWY-SAND & GRAVEL	0.00	3,764.58	0.00	3,764.58
01-4312-55-683	HWY-WINTER SAND & SALT	0.00	102,834.21	0.00	102,834.21
01-4312-55-684	HWY-BITUMINOUS PRODUCTS	0.00	2,879.94	0.00	2,879.94

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4312-55-685	HWY-DRAINAGE MATERIALS	0.00	12,293.03	182.99	12,110.04
01-4312-55-686	HWY-CHEMICALS	0.00	8,211.31	0.00	8,211.31
01-4312-55-687	HWY-SIGNS	0.00	2,644.43	0.00	2,644.43
01-4312-55-689	HWY - LINE STRIPING	0.00	2,178.60	0.00	2,178.60
01-4312-99-750	HWY - ENCUMBERED FUNDS	0.00	28,150.00	0.00	28,150.00
01-4316-10-410	STREET LIGHTS-ELECTRICITY	0.00	5,548.04	52.25	5,495.79
01-4324-60-110	TS-FULL TIME WAGES	0.00	113,534.08	6,004.19	107,529.89
01-4324-60-120	TS-PART TIME WAGES	0.00	10,348.06	15.94	10,332.12
01-4324-60-140	TS-OVERTIME WAGES	0.00	8,309.90	2,032.85	6,277.05
01-4324-60-210	TS-GROUP HEALTH INSURANCE	0.00	56,576.57	0.00	56,576.57
01-4324-60-215	TS-LIFE & DISABILITY INSURANCE	0.00	2,346.56	0.00	2,346.56
01-4324-60-220	TS-EMPR MEDICARE	0.00	1,827.08	0.00	1,827.08
01-4324-60-221	TS - EMPLOYER FICA	0.00	7,811.83	0.00	7,811.83
01-4324-60-231	TS-NH RETIREMENT GENERAL	0.00	16,146.62	0.00	16,146.62
01-4324-60-250	TS-UNEMPLOYMENT COMPENSATION	0.00	200.68	0.00	200.68
01-4324-60-260	TS-WORKERS COMPENSATION	0.00	1,581.44	0.00	1,581.44
01-4324-60-341	TS-TELEPHONE	0.00	5,421.22	0.00	5,421.22
01-4324-60-342	TS - COMPUTER SERVICES & SUPPORT	0.00	423.63	304.63	119.00
01-4324-60-350	T/S-MEDICAL SERVICES	0.00	85.00	0.00	85.00
01-4324-60-364	TS-VEHICLE REPAIR SERVICE	0.00	226.40	0.00	226.40
01-4324-60-365	TS-EQUIPMENT REPAIR SERVICE	0.00	4,216.91	0.00	4,216.91
01-4324-60-390	TS-OTHER PROFESSIONAL SVCS	0.00	724.00	0.00	724.00
01-4324-60-391	TS - MONITOR LANDFILL SERVICES	0.00	9,410.00	0.00	9,410.00
01-4324-60-410	TS-ELECTRICITY	0.00	1,548.13	0.00	1,548.13
01-4324-60-411	TS-HEAT-GAS & OIL	0.00	565.61	0.00	565.61
01-4324-60-417	TS-WASTE DISPOSAL-MSW	0.00	40,134.87	1,226.06	38,908.81
01-4324-60-418	TS-WASTE DISPOSAL-C & D	0.00	20,959.37	1,736.96	19,222.41
01-4324-60-420	TS-RECYCLING	0.00	9,695.04	10.00	9,685.04
01-4324-60-430	TS-BLDG REPAIR & MAINTENANCE	0.00	1,833.22	0.00	1,833.22
01-4324-60-520	TS-GENERAL INSURANCE	0.00	4,422.16	0.00	4,422.16
01-4324-60-530	T/S-TRAVEL/MEALS	0.00	285.92	0.00	285.92
01-4324-60-540	TS-TRAINING	0.00	370.00	0.00	370.00
01-4324-60-550	TS-PRINTING	0.00	1,368.16	0.00	1,368.16
01-4324-60-555	TS-ADVERTISING	0.00	130.00	65.00	65.00
01-4324-60-556	HOUSEHOLD HAZARDOUS WASTE DAY	0.00	5,227.50	0.00	5,227.50
01-4324-60-560	TS-DUES & SUBSCRIPTIONS	0.00	395.24	0.00	395.24
01-4324-60-610	TS-GENERAL SUPPLIES	0.00	1,440.93	117.98	1,322.95
01-4324-60-612	TS-SMALL TOOLS & EQUIPMENT	0.00	7.98	0.00	7.98
01-4324-60-615	TS - BUILDING MAINTENANCE AND SUPPLIES	0.00	64.94	0.00	64.94
01-4324-60-630	TS-MAINTENANCE & REPAIR SUP	0.00	3,033.24	91.38	2,941.86
01-4324-60-631	TS-TIRES	0.00	8,872.19	4,180.00	4,692.19

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4324-60-635	TS-GASOLINE & DIESEL FUEL	0.00	9,738.46	702.32	9,036.14
01-4324-60-681	TS-UNIFORMS/SAFETY EQUIP.	0.00	2,776.69	173.16	2,603.53
01-4324-60-740	TS-MACHINERY & EQUIPMENT	0.00	2,880.00	0.00	2,880.00
01-4324-99-750	TS - ENCUMBERED FUNDS	0.00	10,900.00	0.00	10,900.00
01-4411-10-120	HEALTH OFFICER-WAGES	0.00	267.75	0.00	267.75
01-4411-10-220	HEALTH OFFICER-MEDICARE	0.00	3.88	0.00	3.88
01-4411-10-221	HEALTH OFFICER - EMPLYR FICA	0.00	16.60	0.00	16.60
01-4411-10-250	HEALTH OFFICER-UNEMPLOYMENT	0.00	29.35	0.00	29.35
01-4411-10-560	HEALTH OFFICER - DUES	0.00	96.75	0.00	96.75
01-4415-10-350	HEALTH SERVICE-MEDICAL	0.00	9,224.00	0.00	9,224.00
01-4442-65-120	WELFARE-PT WAGES	0.00	6,027.39	262.57	5,764.82
01-4442-65-220	WELFARE-MEDICARE	0.00	87.41	0.00	87.41
01-4442-65-221	WELFARE - EMPLYR FICA	0.00	373.67	0.00	373.67
01-4442-65-250	WELFARE-UNEMPLOYMENT	0.00	53.98	0.00	53.98
01-4442-65-341	WELFARE-TELEPHONE	0.00	193.39	0.00	193.39
01-4442-65-342	WELFARE - CELL PHONE / IT	0.00	748.57	457.25	291.32
01-4442-65-390	WELFARE-OTHER PURCHASED SERV	0.00	358.20	358.20	0.00
01-4442-65-392	WELF-SOCIAL SERVICES	0.00	10,125.00	1,735.00	8,390.00
01-4442-65-440	WELFARE-RENTS/LEASES	0.00	3,404.00	0.00	3,404.00
01-4442-65-530	WELFARE-TRAVEL	0.00	193.33	71.50	121.83
01-4442-65-540	WELFARE-TRAINING	0.00	155.00	125.00	30.00
01-4442-65-560	WELFARE-DUES	0.00	30.00	0.00	30.00
01-4442-65-692	WELFARE - CHRISTMAS	0.00	776.93	776.93	0.00
01-4520-70-120	REC-PART TIME WAGES	0.00	54,689.89	1,236.40	53,453.49
01-4520-70-220	REC-MEDICARE	0.00	793.03	0.00	793.03
01-4520-70-221	REC - EMPLYR FICA	0.00	3,390.83	0.00	3,390.83
01-4520-70-250	REC-UNEMPLOYMENT INSURANCE	0.00	302.57	0.00	302.57
01-4520-70-260	REC-WORKER'S COMPENSATION	0.00	3,198.62	0.00	3,198.62
01-4520-70-341	REC-TELEPHONE	0.00	806.57	0.00	806.57
01-4520-70-390	REC-PROFFESIONAL FEES	0.00	2,766.42	0.00	2,766.42
01-4520-70-410	REC-ELECTRICITY	0.00	420.47	0.00	420.47
01-4520-70-412	REC-WATER RENT	0.00	395.00	0.00	395.00
01-4520-70-413	REC-SEWER RENT	0.00	257.00	0.00	257.00
01-4520-70-430	REC-BLDG REPAIR & MAINT. SVCS	0.00	544.84	8.14	536.70
01-4520-70-440	REC-RENTALS	0.00	2,760.00	0.00	2,760.00
01-4520-70-490	REC-SKI TOW MOWING	0.00	375.00	0.00	375.00
01-4520-70-510	REC-ENTERTAINMENT	0.00	800.00	0.00	800.00
01-4520-70-520	REC-INSURANCE	0.00	3,270.96	0.00	3,270.96
01-4520-70-530	REC-TRAVEL	0.00	670.14	277.69	392.45
01-4520-70-540	REC-TRAINING	0.00	612.50	0.00	612.50
01-4520-70-555	REC-ADVERTISING	0.00	5,850.36	0.00	5,850.36

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4520-70-610	REC-GENERAL SUPPLIES	0.00	5,830.16	1,207.27	4,622.89
01-4520-70-620	REC-OFFICE SUPPLIES	0.00	3,164.15	1,084.00	2,080.15
01-4520-70-630	REC-MAINT. & REPAIR SUPPLIES	0.00	324.21	4.77	319.44
01-4520-70-680	[IA] REC-DEPARTMENTAL SUPPLIES	0.00	15.29	15.29	0.00
01-4520-70-681	REC-UNIFORMS/SAFETY EQUIP.	0.00	3,958.48	1,632.85	2,325.63
01-4520-70-740	[IA] REC-MACHINERY & EQUIPMENT	0.00	1,251.18	0.00	1,251.18
01-4520-70-790	REC-ARTICLE	0.00	1,079.00	0.00	1,079.00
01-4550-88-110	LIBRARY-FULL TIME WAGE	0.00	122,707.32	6,118.09	116,589.23
01-4550-88-120	LIBRARY-PART TIME WAGE	0.00	43,024.74	1,835.86	41,188.88
01-4550-88-140	LIBRARY-OVERTIME WAGES	0.00	528.60	66.48	462.12
01-4550-88-210	LIBRARY-HEALTH INSURANCE	0.00	24,664.65	0.00	24,664.65
01-4550-88-215	LIBRARY-LIFE & DISABILITY INS.	0.00	2,073.40	0.00	2,073.40
01-4550-88-220	LIBRARY-EMPR. MEDICARE	0.00	2,362.92	20.29	2,342.63
01-4550-88-221	LIBRARY EMPLYR FICA	0.00	10,103.79	86.76	10,017.03
01-4550-88-231	LIBRARY-RETIREMENT CONTRIB.	0.00	16,591.05	0.00	16,591.05
01-4550-88-250	LIBRARY-UNEMPLOYMENT COMP. INS	0.00	366.85	0.00	366.85
01-4550-88-260	LIBRARY-WORKERS COMPENSATION	0.00	278.47	0.00	278.47
01-4550-88-341	[IA] LIBRARY - CELLPHONE	0.00	162.22	162.22	0.00
01-4550-88-342	[IA] LIBRARY - COMPUTER/SOFTWARE	0.00	33.98	33.98	0.00
01-4550-88-520	LIBRARY-GEN'L. INSURANCE	0.00	4,885.65	4,885.65	0.00
01-4550-88-802	LIBRARY-LIBRARY TRUSTEES	0.00	69,208.34	0.00	69,208.34
01-4583-10-610	MEMORIAL DAY SUPPLIES	0.00	383.76	0.00	383.76
01-4589-10-390	BAND CONCERTS-OTHER PROF. SVCS	0.00	5,000.00	0.00	5,000.00
01-4611-10-390	CC-PROFESSIONAL SERVICES	0.00	393.75	0.00	393.75
01-4611-10-560	CONSERVATION COMM-MEMBERSHIPS	0.00	425.00	0.00	425.00
01-4611-10-610	CONSERVATION COMM-GENERAL SUPP	0.00	789.54	0.00	789.54
01-4711-10-980	DEBT SERVICE-PRINCIPAL	0.00	45,354.10	22,112.50	23,241.60
01-4711-30-980	DEBT - PRINCIPAL NEW ABBOTT LIBRARY	0.00	48,750.00	0.00	48,750.00
01-4711-40-980	DEBT PRINCIPAL PERKINS POND SEWER	0.00	22,112.50	0.00	22,112.50
01-4721-10-991	DEBT SERVICE-INTEREST	0.00	23,558.57	0.00	23,558.57
01-4721-30-991	DEBT SERVICE INTEREST LIBRARY	0.00	8,050.88	0.00	8,050.88
01-4900-22-018	2022 Warrant Article #18 - Harbor Parking Improvements	0.00	5,147.50	0.00	5,147.50
01-4900-23-021	2023 Warrant Article #21 - Transfer to Highway & Transfer St	0.00	135,000.00	0.00	135,000.00
01-4900-23-022	2023 Warrant Article #22 - Transfer to Used Highway Equipmen	0.00	25,000.00	0.00	25,000.00
01-4900-23-023	2023 Warrant Article #23 - Transfer to Town Buildings Mainte	0.00	20,000.00	0.00	20,000.00
01-4900-23-025	2023 Warrant Article #25 - Transfer to Town Road Bridges Cap	0.00	100,000.00	0.00	100,000.00
01-4900-23-026	2023 Warrant Article #26 - Transfer to Dirt Roads Paving Cap	0.00	25,000.00	0.00	25,000.00
01-4900-23-027	2023 Warrant Article #27 - Cemetery Expendable Trust Fund	0.00	3,800.00	0.00	3,800.00
01-4900-23-028	2023 Warrant Article #28 - Transfer to Conservation Commissi	0.00	3,000.00	1,500.00	1,500.00
01-4900-23-029	2023 Warrant Article #29 - Transfer to Milfoil Control Non-C	0.00	5,000.00	0.00	5,000.00

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Fund: GENERAL FUND Periods: 2023-01 thru 2023-07 [58.33% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01-4900-23-030	2023 Warrant Article #30 - Transfer to Veteran's Field Capit	0.00	50,000.00	0.00	50,000.00
4-EXPENDITURES		0.00	4,166,425.86	276,878.86	3,889,547.00
01 - GENERAL FUND		36.50	52,064,358.07	52,064,358.07	36.50
		36.50	52,064,358.07	52,064,358.07	36.50

**2013
Cash flow**

	Highlighted items are estimates												
	<u>January</u> 2023-01	<u>February</u> 2023-02	<u>March</u> 2023-03	<u>April</u> 2023-04	<u>May</u> 2023-05	<u>June</u> 2023-06	<u>July</u> 2023-07	<u>August</u> 2023-08	<u>September</u> 2023-09	<u>October</u> 2023-10	<u>November</u> 2023-11	<u>December</u> 2023-12	<u>YTD Summary</u>
Cash - First of the month	8,390,905.35	6,921,332.50	5,096,999.69	4,191,167.26	2,526,008.02	2,807,235.78	8,526,644.38	9,503,225.83	7,972,229.66	6,694,830.23	5,390,747.83	7,740,686.18	8,390,905.35
<i>Operating Revenues:</i>													
Tax Collector Receipts	339,451.19	310,945.42	160,566.38	43,251.37	581,417.40	8,118,758.84	1,192,684.50	86,326.70	112,288.96	44,718.15	3,560,862.23	6,338,819.10	20,890,090.24
Town Clerk Receipts	70,856.60	83,428.94	93,010.88	107,961.12	93,613.96	109,657.50	63,308.52	104,238.32	103,615.68	93,453.40	80,004.78	85,467.30	1,088,617.00
Planning & Zoning Receipts	3,262.50	6,007.50	12,197.00	2,034.54	435.00	-	-	6,045.90	9,113.23	4,051.67	4,780.50	1,724.17	49,652.01
Transfer Station Receipts	4,828.12	2,847.70	3,163.05	36,457.35	9,531.60	38,478.50	1,406.70	10,484.91	10,510.28	21,749.29	31,730.79	15,312.14	186,500.44
Other Receipts	20,435.74	37,322.70	8,147.88	9,470.74	34,837.29	25,840.40	3,486.51	152,475.09	22,741.09	27,645.15	68,924.63	390,005.20	801,332.42
Total Revenues:	438,834.15	440,552.26	277,085.19	199,175.12	719,835.25	8,292,735.24	1,260,886.23	359,570.92	258,269.24	191,617.65	3,746,302.94	6,831,327.91	23,016,192.10
<i>Expenses:</i>													
Payroll	273,883.76	271,039.45	183,606.74	253,438.97	253,116.00	286,519.09	175,697.35	266,855.39	246,170.16	255,669.10	249,749.95	280,627.64	2,996,373.60
Capital	-	-	-	-	-	-	-	1,699.90	-	0.03	19,283.33	88,554.12	109,537.39
Operating Expenses	1,404,646.89	1,913,519.65	1,151,771.09	1,555,069.30	253,715.72	1,100,072.19	213,183.42	1,303,032.11	992,082.88	917,825.42	737,336.20	5,295,592.15	16,837,847.02
Debt/Lease Payments	45,939.78	-	-	-	-	22,972.89	-	16,076.31	3,140.73	-	-	196,484.67	284,614.37
Total Expenses:	1,724,470.43	2,184,559.10	1,335,377.83	1,808,508.27	506,831.72	1,409,564.17	388,880.77	1,587,663.71	1,241,393.77	1,173,494.55	1,006,369.49	5,861,258.58	20,228,372.38
Payroll - as a % of YTD	9.1%	9.0%	6.1%	8.5%	8.4%	9.6%	5.9%	8.9%	8.2%	8.5%	8.3%	9.4%	
Capital - as a % of YTD	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.6%	0.0%	0.0%	17.6%	80.8%	
Operating Expenses - as a % of YTD	8.3%	11.4%	6.8%	9.2%	11.5%	6.5%	1.3%	7.7%	5.9%	5.5%	4.4%	31.5%	
Debt/Lease Payments - as a % of YTD	16.1%	0.0%	0.0%	0.0%	0.0%	8.1%	0.0%	5.6%	1.1%	0.0%	0.0%	69.0%	
<i>Other Financial Uses</i>													
Transfers and Adjustments	183,936.57	80,325.97	(152,460.21)	55,826.09	(68,224.23)	1,163,762.47	(104,575.99)	302,903.39	294,274.90	322,205.50	389,995.10	(173,096.49)	2,294,873.06
	183,936.57	80,325.97	(152,460.21)	55,826.09	(68,224.23)	1,163,762.47	(104,575.99)	302,903.39	294,274.90	322,205.50	389,995.10	(173,096.49)	2,294,873.06
Actual Cash - End of the month	6,921,332.50	5,096,999.69	4,191,167.26	2,526,008.02	2,807,235.78	8,526,644.38	9,503,225.83	7,972,229.66	6,694,830.23	5,390,747.83	7,740,686.18	8,883,852.01	8,883,852.01
check against GL cash balance	6,921,332.50	5,096,999.69	4,191,167.26	2,526,008.02	2,807,235.78	8,526,644.38	9,503,225.83						
	-	-	-	-	-	-	-						
activity for the month	(1,469,572.85)	(1,824,332.81)	(905,832.43)	(1,665,159.24)	281,227.76	5,719,408.60	976,581.45						
cash	(1,469,572.85)	(1,824,332.81)	(905,832.43)	(1,665,159.24)	281,227.76	5,719,408.60	976,581.45						
	-	0.00	0.00	-	-	-	-						



Town of Sunapee
Board of Selectmen Monthly Meeting
Finance Department

August 7, 2023

As part of the Finance Departments' month end closing procedures, the Department has provided the following documents to the Select Board:

- Cash balances and cashflow report, prepared by Finance Director
- Revenue report from the Town's financial software, MTS
- Expense report from MTS
- Trial balance from MTS

Please find attached the documentation for the month ending July 31, 2023. We have also included reports for the month ending June 30, 2023, as that date is the mid-year point and may be helpful for the Board in seeing the Town's status halfway through the year.

We have prepared a new format for the cashflow analysis, showing the Town's cash balances per month for 2023 to date as well as a summary of revenues and expenditures and how the activity changes the cash balances for the month. This analysis has been completed back to 2020 so the Board may see historical data in this format.

The Finance Department's goal is to have cash reconciled monthly by the 15th of the subsequent month; July 2023 cash accounts are in the process of being reconciled. The ending balance of cash as of July 31, 2023 was \$8,473,667.21 but may change as the balance is being reconciled. This is less than the cash balance at this time of year in 2022 due an additional \$1,063,639.17 assessment of the portion of the property tax revenues that is due to the schools. Cash has been reconciled from the bank statements to the general ledger through June 2023.

Expenditures for fiscal year 2023 so far are within budget expectations, but with unbudgeted items added in several departments to account for staffing shortages and additional consulting and legal fees, expenses are expected to trend higher than in previous fiscal years. Fiscal year's 2023 total budget is \$8,308,633.20, with the following funding sources as voted at Town Meeting:

Funding Sources	
2023 Operating Budget Article #16 - Raise & appropriate	7,345,054.30
2022 Encumbrances	154,207.90
2022 Warrant Article #18 - Harbor Parking Improvements	29,071.00
2022 WARRANT ARTICLE #19 - NEW DUMP/PLOW TRUCK FOR HIGHWAY	195,000.00

2023 Warrant Article #21 - Transfer to Highway & Transfer St	135,000.00
2023 Warrant Article #22 - Transfer to Used Highway Equipment	25,000.00
2023 Warrant Article #23 - Transfer to Town Buildings Maintenance	20,000.00
2023 Warrant Article #25 - Transfer to Town Road Bridges Cap	100,000.00
2023 Warrant Article #26 - Transfer to Dirt Roads Paving Cap	25,000.00
2023 Warrant Article #27 - Cemetery Expendable Trust Fund	3,800.00
2023 Warrant Article #28 - Transfer to Conservation Commission	1,500.00
2023 Warrant Article #29 - Transfer to Milfoil Control Non-C	5,000.00
2023 Warrant Article #30 - Transfer to Veteran's Field Capital	50,000.00
2023 Warrant Article #31 - Capital Reserve Fund	220,000.00
Total Funding Sources	8,308,633.20

Without the unbudgeted costs, the Town is expected to spend approximately \$7,415,376.27 in the general fund by year-end, less than the budget by \$893,256.93. With the anticipated unbudgeted expenses, the Town is expected to spend approximately \$7,886,4700.23 in the general fund by year-end, less than the budget by \$422,162.97. Please note these are estimates; they are not exact and will change as the year continues and actual expenses are paid. We recommend that any additional expenses that were not budgeted for fiscal year 2023 that can reasonably be postponed be held off until fiscal year 2024.

Revenues for the current year up through July 31, 2023, are in line with revenues received through July in 2022.

The Finance Department will be available to answer questions from the Select Board regarding the year-to-date revenues, expenses, and trial balances.

The Finance Department is building financial policies and procedures manuals as well as an administrative code for the Town. A lack of formal policies over investments, purchasing, appropriations, and other major financial functions was a material weakness in the 2021 and 2022 audits and a lack of disbursement procedures was a significant deficiency in the 2021 and 2022 audits.

We are in the process of working with the departments to complete these policies which will address those audit findings. Once the Finance Department and other Town departments have reached a consensus on these policies, we will bring these to the Board for formal review and adoption.

Lastly, as the Town enters budget season, the Finance Department will be reaching out to departments with guidance for the budget process. We will provide manuals and forms for the departments to ensure an accurate, comprehensive budget for 2024.

Best,

Katherine Pomeroy

Interim Finance Director